



Chinook's Edge School Division

Board of Trustees

Date: Wednesday, March 11, 2020
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, C. Butler, M. Copley, S. Cooper, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka and A. Tarnoczi

Staff: S. Bexon - Communications Officer, S. Russell - Associate Superintendent Corporate Services, K. Sacher - Superintendent/CEO, S. Babb - Executive Assistant to the Superintendent, S. Westwood - Administrative Assistant/Recording Secretary

Call to Order

Chair A. Tarnoczi called the meeting to order at 8:58 a.m.

Land Acknowledgement • Treaty 7 - attachment

Board Chair A. Tarnoczi opened the meeting with a Treaty 7 Land Acknowledgement.

Board Caucus

Resolution # 20200311001

Moved By: M. Copley

Motion to move into Board Caucus at 9:00 a.m.

Carried

Resolution # 20200311002

Moved By: C. Huelsman

Motion to move out of Caucus at 9:06 a.m.

Carried

Agenda/Minutes Approval

Agenda Approval

Resolution # 20200311003

Moved By: G. Kerr

Motion to accept the agenda dated 2020 March 11 as amended.

Carried

Minutes Approval - attachment

Resolution # 20200311004

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2020 January 15 Board of Education Meeting.

Carried

Resolution # 2020031106

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2020 February Board of Education meeting.

Carried

In Camera

It was noted that H. Bilton, C. Butler, M. Copley, S. Cooper, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka, A. Tarnoczi, S. Russell and K. Sacher remained in the meeting at this time.

Resolution # 20200311007

Moved By: M. Copley

Motion to move In Camera at 9:11 a.m.

Carried

Resolution # 20200311008

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees cancel all out of county student travel and staff related work travel until April 30, 2020.

Carried

Personnel

Associate Superintendent People Services R. Hoppins provided an update on personnel items during the In Camera portion of the meeting.

Resolution # 20200311009

Moved By: S. Cooper

Motion to accept the Personnel Report as presented.

Carried

Superintendent's Personnel Update

Superintendent K. Sacher provided an update on personnel items during the In Camera portion of the meeting.

Accounts Payable - attachment

The accounts payable cheques over \$500.00 dollars and the deposits for February 2020 were reviewed during the In Camera portion of the meeting.

Visa - attachment

Visa purchases over \$500.00 dollars for January 2020 were reviewed during the In Camera portion of the meeting.

Facilities Update

Associate Superintendent Corporate Services S. Russell provided a Facilities update during the In Camera portion of the meeting on the items listed below.

- **Insurance Update**
- **Capital Projects Update**
- **West Hope School - attachment**

A proposal from the West Hope School Historical Society to purchase the West Hope School and surrounding lands was presented.

Resolution # 20200311005

Moved By: M. Copley

Motion that Chinook's Edge School Division Board of Trustees accept West Hope Historical Society's offer to purchase the West Hope School and surrounding lands as presented subject to Ministerial Approval with a provision for first right of refusal to purchase the land back for \$1.00 should the society decide to sell in the future.

Carried

- **Penhold Library**

Resolution # 20200311010

Moved By: S. Cooper

Motion to direct the Superintendent to write a response letter to the Town of Penhold

Carried

- **Red Deer Land Sale**
- **Pandemic Plan**

Negotiations Committee / TEBA Update

Associate Superintendent Corporate Services S. Russell provided an update on Negotiations during the In Camera portion of the meeting.

Town of Olds - Bus Flashers

Board Chair A. Tarnoczi provided an update on the use of bus flashers in the Town of Olds.

Bus Route Contractors RFP

Associate Superintendent Corporate Services S. Russell provided information on the RFP's received regarding Bus Route Contractors.

Resolution # 20200311011

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees accept the RFP from Hand Bus Lines for bus route Spruce View 01 as presented.

Carried

Resolution # 20200311012

Moved By: C. Butler

Motion that Chinook's Edge School Division Board of Trustees accept the RFP from JDR Bus Lines for Elnora Bus Routes 01, 02 & 03 with the understanding that there will be 2 routes for the 2020-2021 school year with the right to revert back to 3 routes if needed.

Carried

Resolution # 20200311013

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees accept the RFP from Prairie Bus Lines with the understanding that it will not include bus Routes Spruce View 01, Elnora 01, 02 & 03 and that depending on ridership, the remaining 36 routes may decrease or increase in number.

Carried

New Business

Significant Donations - attachment

As per PL 3-07.1.0 Donations, Superintendent K. Sacher provided a listing of all significant donations made to the division for September 2018 to August 2019.

Sponsorship and Partnership Agreements - attachment

As per PL 3-07.2.0 Sponsorships and Partnerships, Associate Superintendent Corporate Services S. Russell provided a listing of all sponsorship and partnership agreements with Chinook's Edge School Division.

Transportation Quarterly Update - attachment

Associate Superintendent Corporate Services S. Russell provided the Transportation Quarterly Report for information.

Donation - Rick More

Rick More, Smiles through Lindsey Foundation, presented a \$10,000.00 cheque to Dr. Marcie Perdue, Associate Superintendent Student Services, to continue the divisions targeted supports for the vulnerable student population.

Recess: 11:48 a.m.

Reconvene: 12:45 p.m.

University of Alberta Wellness Video

A. Manning - Staff Health and Wellness and R. Hoppins - Associate Superintendent People Services joined the meeting to share the University of Alberta Wellness video that focuses on school division's that are moving towards a culture of wellness. The video highlights staff within Chinook's Edge School Division that are implementing wellness initiatives.

R. Hoppins - Associate Superintendent People Services thanked A. Manning for her coordination of wellness and shared with the Board of Trustees that A. Manning will be sitting on the panel at the Pan Canadian Conference.

Board Chair A. Tarnoczi thanked both A. Manning and R. Hoppins for their work in wellness in the division.

Transportation Administrative Procedures - attachment

As per PL 3-08.2.0 Student Transportation, Associate Superintendent Corporate Services S. Russell reviewed Administrative Procedures:

- AP 5-06 Transportation of Students in Private Vehicles

- AP 5-11 School Bus Transportation

Also discussed was the assessment of the effectiveness of the Administrative Procedures dealing with student transportation including:

- a) how student transportation risks are being effectively assessed and mitigated.
- b) for off-site activities, student transportation risks are communicated to parents and parents are giving informed consent.

As to the question of students using the bus on an occasional basis, Associate Superintendent Corporate Services S. Russell shared that if there is room on the bus and it is a one-off situation there will be no charge. If it's once a week all year long, this would be looked at on a case by case basis.

As to the question of a medically fragile student that is unable to walk to school and is required to ride the Horizon bus will there be a charge. Associate Superintendent Corporate Services S. Russell shared the there is no charge for medically fragile student to ride the bus.

As to the question of no safe walking path/sidewalk at Poplar Ridge school, would students be charged to ride the bus. Associate Superintendent Corporate Services S. Russell shared that if the students are under 2.4 KM there would be a charge.

Inclement Weather Administrative Procedure (AP 1-13) - attachment

Superintendent K. Sacher provided an updated version of AP 1 - 13 Inclement Weather for feedback from the Board. Superintendent K. Sacher noted that he met with a number of groups for feedback regarding the changes to the Administrative Procedure.

PSBAA Membership - attachment

The Board of Trustees reviewed the decision to terminate membership in the Public School Boards' Associate of Alberta. At this time Chinook's Edge will not be reconsidering the PSBAA membership. This item will also no longer be on the agenda for review yearly.

Board School Visits Reminder - attachment

Trustees were reminded of the upcoming school board visits at the Olds schools on March 18, 2020.

Town of Sylvan Lake - Meeting Request

Trustee J. Knispel-Matejka provided information on a meeting request from the Mayor of the Town of Sylvan Lake. This item has been referred to the Stakeholder Relations Committee.

Carstairs Addition Design Committee

Associate Superintendent Corporate Services S. Russell provided an update from the Carstairs Addition Design Committee. Design meetings have started and information will be shared with the architect on April 3, 2020.

Learning Services - Part II

Associate Superintendent Learning Services J. Drent shared the transition journey to his leadership role.

Board Committee Structure - attachment

This agenda item was moved to the March Education Committee meeting.

MLA Meeting Update

Board Chair A. Tarnoczi updated Trustees regarding the MLA meeting on May 31st. At this time, only one MLA is available on that date. A "save the date" has been send to MLA's for a November 17th or 18th meeting.

Board Chair A. Tarnoczi has secured a meeting with Minister Dreeshen on April 7th at 1:30 p.m. A. Tarnoczi, C. Butler, J. Knispel-Matejka and S. Cooper will attend the meeting. Talking points for the meeting will be shared with Trustees.

Request from Red Deer Festival

Board Chair A. Tarnoczi spoke to the request from the Red Deer Festival, asking if Chinook's Edge would like to display advertising at the festival. The board decision was to decline.

Respect in Schools

As an update from the January 15th meeting, Trustee H. Bilton spoke to the review of the Respect in Schools program and shared that it has very good information and is free training. Further information will be shared with Trustees once available.

Superintendent Update - attachment

Superintendent K. Sacher provided a verbal update on the following:

- Ash Survey - this survey is around smoking and Chinook's Edge School Division will not participate.
- Teachers Matter
- AED's - moving forward as planned
- School Supplies - there is inconsistency in schools and COLT will pursue and provide information at a future meeting.
- Attendance - administrators are engaging in studying attendance patterns.
- Math Instruction
- Meeting with Innisfail Province
- ADCOS Meeting Dates – which will remain on Wednesdays.
- Budget
- Technology discussion
- Grant

Committees

Audit Committee - no meeting

No meeting prior to this meeting.

Education Committee - no meeting

No meeting prior to this meeting.

Facilities and Maintenance Committee - no meeting

No meeting prior to this meeting.

Policy Committee - no meeting

No meeting prior to this meeting.

Stakeholder Relations Committee (March 5th) with recommendations - attachment

The minutes of the 2020 March 5 Stakeholder Relations Committee meeting were provided for review. Updates/changes to the Board Advocacy document were shared with Board members for approval.

Trustees discussed the Annual Communications Plan and would like it noted that part of the plan needs to ensure that the top three meeting suggestions are listed.

It was noted that it is important that trustees meet with partners to have informal chats and bring back ideas and thoughts to Administration as other boards may have great ideas to share with us.

Committee Representative H. Bilton highlighted the Communication plan for summer and the topics for the next enewsletter.

Resolution # 20200311014

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees have the Board Chair send an invitation to Red Deer County Chair and Council for a meeting in October.

Carried

Resolution # 20200311015

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees accept the Annual Communications plan as amended.

Carried

Resolution # 20200311016

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees accept the summer communications plan and the topics for enewsletters as presented.

Carried

Student Appeal Committee (February 25th) - attachment

Associate Superintendent Corporate Services S. Russell provided an update from the Student Appeals Committee meeting held on February 25th. The minutes were circulated at the meeting.

Technology Committee (March 5th) - attachment

Committee Representative J. Knispel-Matejka provided an update from the March 5th Technology Committee Meeting. The minutes were circulated at the meeting. It was shared with the Board that the committee discussed the need for the Technology Committee. It was suggested that the Technology Committee should be incorporated into the board work plan. The committee will supply a list of topics to be added to the board work plan after the May 27, 2020 meeting.

Resolution # 20200311017

Moved By: M. Copley

Motion that Chinook's Edge School Division Board of Trustees disband the Technology Committee effective the Organizational meeting in September 2020-2021 school year and the final committee meeting will be to determine topics to discuss at Education Committee meetings.

Carried

Resolution # 20200311018

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees refer the Technology Committee changes to a Policy Committee meeting to be held prior to the June Board meeting.

Transportation Committee - no meeting

No meeting prior to this meeting.

Horizon Adhoc Committee - no meeting

No meeting prior to this meeting.

Regular Business

Enrolments - attachment

A. Tarnoczi shared enrolment number as of February 28, 2020.

Correspondence - attachment

Board Chair A. Tarnoczi reviewed the following correspondence:

- A letter from Jeff Willan, Executive Director, Capital Planning, Dated February 1, 2020 regarding the Modular Classroom Program.
- A letter from the Honourable Prasad Panda, Minister of Infrastructure, dated February 24, 2020 regarding the Carstairs Elementary School Expansion Project.
- A letter from Margaret Loney with the Urban Aboriginal Voices Society, dated January 28, 2020 requesting a meeting. Associate Superintendent J. Drent has made contact with the group. Chair A. Tarnoczi will respond to the letter.
- An email from Holly Bilton, Project Consultant, Careers: The Next Generation requesting support for CAREERexpo 2020.
 - 2:12 p.m. Trustee H. Bilton recused herself from the discussion.
 - 2:16 p.m. Trustee H. Bilton returned to meeting.

Resolution # 20200311019

Moved By: C. Huelsman

Motion that Chinook's Edge School Division Board of Trustees donate \$1250.00 to Careers the next generation.

Carried

Resolution # 20200311020

Moved By: C. Huelsman

Direct the chair to write a letter to ASBA Zone 4 expressing disappointment that they did not support Careers: The Next Generation. It was noted that Trustee H. Bilton did not vote.

Carried

Trip Requests - attachment

A summary of the trips approved for the 2019-2020 school year were provided for review.

Trustee Remuneration and Expenses

Board Chair A. Tarnoczi called for Trustees remuneration and expense sheets for February 2020.

Board Strategic Plan - 2019/2020 - attachment

The Board Strategic Plan links were provided for review.

Board Work Plan - 2019/2020 - attachment

The Board Work Plan was provided for review.

Alberta School Board Association - attachment

Trustee C. Butler provided an update on recent ASBA items:

- An updated from the February 24th Zone 4 meeting was provided.

- The date of the next ASBA Zone 4 meeting is March 23rd at Red Deer Public. Please let S. Westwood know if you will be attending.
- The Board of Trustees discussed ASBA Bylaw changes. This item will be revisited at the May Board of Trustee meeting.

Canadian School Boards Association - attachment

The CSBA 2020 Congress will be held in Banff, AB July 2 to 5, 2020. Registration opens Friday, March 13th.

National School Boards Association - attachment

The National School Board Association conference is being held in Chicago, IL April 4 to 6, 2020.

Rural Caucus

Board Representative M. Copley provided an update from the March 1st Rural Caucus Participant meeting in Edmonton.

Trustee Professional Development Reports - attachment

Trustee H. Bilton shared a conference report from the Alberta Rural Symposium. Trustees commented that they like the template that was used, Trustee H. Bilton will share the template everyone.

Trustee S. Cooper shared that the Alberta Rural Symposium is a very good conference to attend.

Resolution # 20200311021

Moved By: H. Bilton

Motion that Chinook's Edge School Division Board of Trustees allow up to two Trustees to attend the Alberta School Councils Conference.

Carried

Trustee Round Table

Trustees provided an update on their wards.

Board Caucus

Resolution # 20200311022

Moved By: S. Cooper

Motion to move in caucus at 3:30 p.m.

Carried

Resolution # 20200311023

Moved By: H. Bilton

Motion to move out of caucus at 3:33 p.m.

Carried

Adjournment

Resolution # 20200311024

Moved By: C. Huelsman

Motion to adjourn the meeting at 3:33 p.m.

Carried

A. Tarnoczi - Chair

C. Butler - Vice Chair

S. Russell - Corporate Secretary