



**Chinook's Edge School Division No. 73**

**Board of Education**

Date: Wednesday, October 10, 2018  
Time: 9:00 AM  
Location: Boardroom

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

Staff: S. Bexon  
S. Babb  
S. Russell  
K. Sacher  
S. Westwood

**Attendance**

SEE ABOVE

**Call to Order**

Chair C. Butler called the meeting to order at 9:00 am.

**Land Acknowledgement • Treaty 7 - attachment**

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

**Agenda/Minutes Approval**

**Resolution # 20191010001**

Moved By: H. Bilton

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the agenda as presented.**

**Carried**

**Resolution # 20191010002**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the minutes of the September 12, 2018 Organization meeting as presented.**

**Carried**

**Resolution # 20191010003**

Moved By: M. Copley

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the minutes of the September 12, 2018 Board of Education meeting as presented.**

**Carried**

**Resolution # 20191010004**

Moved By: T. James

**Motion that Chinook's Edge School Division No. 73 Board of Education move the meeting In Camera at 9:03 am.**

**Carried**

**In Camera**

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

**Personnel**

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

**Resolution # 20191010005**

Moved By: H. Bilton

**Motion that Chinook's Edge School Division No. 73 Board of Education 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**

The Accounts Payable cheques over \$500.00 and direct deposits for September 2018 were reviewed during the In Camera portion of the meeting.

**Facilities Update**

Associate Superintendent Corporate Services S. Russell provided a facilities update.

**Negotiations Committee / TEBA Update**

Associate Superintendent Corporate Services S. Russell and Trustee S. Cooper provided an update on negotiations.

**Resolution # 20191010006**

Moved By: A. Tarnoczi

**Motion that Chinook's Edge School Division No. 73 Board of Education return to the regular meeting at 9:44 am.**

**Carried**

**New Business**

**Celebrations Update**

The celebrations committee provided an update to the Board of Education.

### **Professional Development / Collaborative Days Verbal Update (as per PL 3-03.0.0)**

Superintendent K. Sacher provided a update on Professional Development / Collaborative Days. There are a few changes to professional development. Learning Services is more involved in PLC's Collaborative days continue to see schools focusing on complex needs. Only one LST (Learning Support Teams) day is being held at Division Office. Learning Services are now going out to schools and have created a learning hub for teachers which is being used for LST days.

Trustee A. Tarnoczi asked what are the key points are that the Superintendency team are monitoring, he would like to see a matrix to track the progress. K. Sacher will follow up with this and bring back information as soon as possible.

M. Copley shared that she has received positive feedback on the student calendar this year.

### **Locally Developed Courses Report**

Superintendent K. Sacher provided an update on Locally Developed Courses, which included a list of Alberta Education approved options. Most high schools in the division provide expanded option courses for students according to student need and staff specialties.

Trustee M. Copley asked how the division looks at expanding the offering for students. K. Sacher shared that this is a combination of the administrators seeing the need and having staff to teach the course(s).

### **Organizational Strategic Plan 2018-2019 (as per PL 1-01.0.0)**

K. Sacher reviewed to the Organizational Strategic Plan.

### **Out of Province Professional Development Report (June-August)**

Superintendent K. Sacher shared the Out of Province Professional Development Report for information. K. Sacher also shared that COLT looks at all requests to ensure that the professional development is not offered closer to home.

### **Surplus Property Verbal Report (as per PL 3-08.1.3)**

Associate Superintendent Corporate Services S. Russell provided a verbal update on Chinook's Edge surplus properties which include West Hope and River Glen.

Trustee M. Copley shared that the society that uses this building would like to speak to someone regarding extending the lease. S. Russell will make contact with the Society.

### **Modular Application Verbal Update**

S. Russell shared that at this time there is not a need to apply for modulars for this year.

### **Transportation Quarterly Report**

Associate Superintendent Corporate Services S. Russell shared the Transportation Quarterly Report.

Trustee M. Copley asked why Sylvan Lake and Olds urban buses differ in comparison as the communities are similar in size. Olds has three urban buses and Sylvan Lake has seven. S. Russell shared this comes down to ridership and Sylvan Lake covers a large geographical area and there are several subdivisions within Sylvan Lake that have eligible riders for urban bussing.

### **Alberta Rural Education Symposium**

The Alberta Rural Education Symposium is being held in Edmonton March 3 to 5, 2019 at the Fantasyland Hotel. Please let S. Westwood know if you will be attending.

### **Christmas Recognition**

Superintendent K. Sacher reported on Christmas Recognition which includes mailing of traditional Christmas cards, candy trays for schools and electronic Christmas cards. The staff Christmas lunch will be on December 12, 2018.

### **Resolution # 20191010007**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education continue with Christmas cards and candy trays for the schools, the staff appreciation lunch on December 12th and an electronic Christmas card for the community.**

**Carried**

## **Committees**

### **Audit Committee**

No meeting prior to this Board meeting.

### **Communications Committee (September 17th) - attachment (NO RECOMMENDATION)**

A copy of the Communications Committee minutes from the September 17, 2018 meeting were provided for review.

Trustee H. Bilton provided an update from the Communications Committee meeting. The committee worked on the Key Communications document. H. Bilton shared that the committee will be looking at making the communications document an evergreening document. The committee also used the Rural Caucus Fast Fact sheets to use similar wording for the Key Communications document.

### **Finance Committee**

No meeting prior to this Board meeting.

### **Education Committee - (September 26th) (RECOMMENDATIONS)**

The minutes from the September 26, 2018 Education Committee meeting were presented for review.

#### **Resolution # 20191010009**

Moved By: T. James

**Motion that Chinook's Edge School Division No. 73 Board of Education establish an ADHOC Committee to formalize a Strategic Plan and bring the plan back to the Board. The ADHOC Committee work will be completed by January 31, 2019. The ADHOC Committee will consist of S. Cooper, M. Copley, G. Kerr and J. Knispel-Matejka.**

**Carried**

#### **Resolution # 20191010010**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education refer PL 3-07.0.0 Risk Management to the Policy Committee for review.**

**Carried**

**Facilities and Maintenance Committee - (September 21st) (RECOMMENDATION)**

A copy of the Facilities and Maintenance Committee minutes from the September 21, 2018 meeting were provided for review.

Trustee G. Kerr provided a verbal update on the meeting. The committee reviewed the Capital Plan and have a plan going forward and at this time there will be no changes to the Capital Plan. The Committee was also updated on the summer IMR projects.

**Resolution # 20191010011**

Moved By: T. James

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the new school site in Olds as presented.**

**Carried**

**Policy Committee**

No meeting prior to this Board meeting.

**Stakeholder Engagement Committee**

No meeting prior to this Board meeting.

**Technology Committee**

No meeting prior to this Board meeting.

**Transportation Committee**

No meeting prior to this Board meeting.

**Regular Business**

**Superintendent Update**

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

Review of Instructional Leadership - Chinook's Edge School Division has contracted P. Adams to speak with Administrators to review Instructional Leadership.

Teachers Matter: It was a positive meeting with new faces. Went through the roles for members. Over 30 questions in the question box. In the future a Associate Superintendent will contact the ATA speaker prior to the presentation.

RDC (Red Deer College): Has been approved to move to university status. K. Sacher and Associate Superintendent Learning Services L. Steele will represent Chinook's Edge at an upcoming meeting regarding the transition to a university.

RAWG model: There has been 3 or 4 jurisdictions that are trying to model what Chinook's Edge has.

Laserfiche: A team of four from Division Office (Associate Superintendent Corporate Services S. Russell, B. Milman - Corporate Services, P. Matsune - Technology Services and S. Westwood - Corporate Services) are Global Nomination awards finalists for the Fieldtrip application process.

CASS Mentorship: Associate Superintendent People Services R. Hoppins and Associate Superintendent Learning Services L. Steele are mentoring. Associate Superintendent Student Services M. Perdue is being mentored.

SRO (School Resource Officer) application: Associate Superintendent Student Services M. Perdue is taking care of applications and pursuing other grants.

### **Community Learning Campus**

No meeting prior to this Board meeting.

### **Enrolments**

Superintendent K. Sacher shared enrollment numbers as of September 30, 2018 and provided updates on dips in enrollment and positive stories of increased enrollment.

### **Correspondence - attachment**

Chair C. Butler reviewed the following correspondence:

- A letter from the Public School Boards Association of Alberta, dated September 10, 2018 regarding the Together for Students campaign.
- The Board was asked if there is any questions regarding communication forwarded via email. Emails are not all added to the agenda for the board meeting. Going forward please ensure that the chair is aware if members would like something



added. Staff have been asked to reply if they are dealing with a topic in an email.

- Cyber Insurance - S. Russell shared that S. Kaiser will look into this with other school boards. Trustee A. Tarnoczi shared that there are a few division using this insurance but the cost is substantial and the Division needs to weigh the risk.

S. Russell shared that the PSBA MLA reception is for members only. A PSBA discussion will be added to the November Board Meeting.

**Resolution # 20191010012**

Moved By: S. Cooper

**Motion that Chinook's Edge School Division No. 73 refer the Cyber Breach assessment to the Technology Committee.**

**Carried**

**Trip Requests - attachment**

A summary of the trips approved for the 2018-2019 school year were provided for review with educational goals.

Trustee A. Tarnoczi spoke to International Trips and that this was brought up at Teachers Matter.

11:45 - Recess

12:45 – Reconvene

**Trustee Remuneration and Expenses**

Chair C. Butler called for Trustee Remuneration and Expense sheets for September, 2018.

**Board Work Plan - 2018/2019 - attachment**

The 2018-2019 Board Work Plan was provided for information. At this time there is a job posting for a Public Members of the Audit Committee.

**Alberta School Board Association - attachment**

Board representative H. Bilton provided an update on recent ASBA items.

H. Bilton shared that ASBA staff V. Palladino and L. Jess seemed more engaged. ASBA CEO Interviews are on October 20th. There will be elections coming up at the SGM. V. Palladino did complete a new lease for office space with a saving of \$200,000.00 a year.

ASBA is looking for representatives for ASEBP and ASBIE committees.

The Provincial procurement plans have been placed on pause at this time.

The MLA reception at the AGM will require that Boards submit questions prior to the meeting. Chinook's Edge Board will discuss questions to be submitted.

Showcase: International Students - interesting presentation from Wolf Creek. H. Bilton provided high level information on the presentation.

The next Zone meeting is October 22, 2018 at Red Deer Catholic School Division.

Trustees discussed having an Adhoc Committee for board surveys. This could fall under either the Communications Committee or Stakeholder Relations. Board surveys will go to one of these committees for completion and then come back to board for review prior to submitting.

It was noted by Trustees that there is no reason to spend \$30,000 on new branding.

Chinook's Edge and Red Deer Public will not need to change Zone 4 meeting dates.

### **Canadian School Boards Association - Toronto (July)**

The CSBA 2019 Congress will be held in Toronto (no dates posted at this time).

### **National School Boards Association - Philadelphia (March/April)**

The National School Boards Association 2019 is being held in Philadelphia, PA from March 30 to April 1, 2019.

### **Rural Caucus**

Trustee A. Tarnoczi shared that an email will go out to Rural Caucus members regarding information on Better Partnerships documentation. This is a toolkit for use within communities, local government, etc. This information will go out prior to November 5, 2018.

**Trustee Professional Development Report**

Trustee C. Huelsman attended the AUMA (Alberta Urban Municipalities Association) Conference. Very well attended conference.

**Special Guests**

**Recognition of Student Excellence - Diploma Exams**

Superintendent K. Sacher and Board Chair C. Butler acknowledged the following students and teachers.

The following students received 100% on their June diploma exams:

- Laura Rib, Innisfail High School, Biology 30 (Teacher: Scott MacDonald).
- Alethea Brown, Olds High School, Biology 30 (Teacher: Karla Pohl).
- Amos Kwok, Father of Dylan Kwok attended on behalf of Dylan, Olds Koinonia School, Math 30-1 student is in Singapore completing his required two years in the military. Dylan also received 100% on his Physics 30 diploma exam in June 2017. (Teacher - Diane Sewell).

**Adjournment**

**Resolution # 20191010.**

Moved By: H. Bilton

Motion to adjourn the meeting at 1:19 p.m.

**Carried**

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C. Butler - Chair

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H. Bilton - Vice Chair

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S. Russell - Corporate Secretary