



## Board of Education

Date : Wednesday, November 29, 2017

Start time : 1:00 PM

Location : Boardroom

### Call to Order

**Trustees:** C. Butler, H. Bilton, S. Cooper, M. Copley, C. Huelsman, T. James (by Google Hangout), G. Kerr, J. Knispel-Matejka, A. Tarnoczi

**Staff:** S. Bexon – Communications Officer, R. Hoppins – Associate Superintendent People Services, S. Russell – Associate Superintendent Corporate Services, K. Sacher – Superintendent of Schools, B. Milman – Recording Secretary, S. Westwood – Recording Secretary

Chair C. Butler called the meeting to order at 1:00 p. m.

### Agenda Approval

Additional agenda items were called for.

#### **Resolution #20171130015**

Moved By: C. Huelsman

**Motion to accept the agenda as presented.**

**Carried**

### Minutes Approval

A copy of the Board of Education Organization Meeting minutes dated 2017 November 1 and a copy of the Board of Education minutes dated 2017 November 1 were provided with the agenda.

#### **Resolution #20171130017**

Moved By: J. Knispel-Matejka

**Motion to accept the Board of Education Organization Meeting minutes dated 2017 November 1 and the Board of Education minutes dated 2017 November 1 as presented.**

**Carried**

#### **Resolution #20171130018**

Moved By: S. Cooper

**Motion to move the meeting In Camera at 1:02 p. m.**

It was noted that during the In Camera portion of the meeting that R. Hoppins, K. Sacher, S. Russell, H. Bilton, C. Butler, S. Cooper, M. Copley, C. Huelsman, T. James, G. Kerr, J. Knispel-Matejka, A. Tarnoczi remained in the meeting.

R. Hoppins left the meeting at 1:23 p. m.

**Carried**

#### **Resolution #20171130019**

Moved By: H. Bilton

**Motion to return to the Regular meeting by at 2:10 p. m.**

**Carried**

**RECESS:** 2:10 p. m.  
**RECONVENED:** 2:16 p. m.

**Personnel**

During the In Camera portion of the meeting, Personnel items were discussed.

**Resolution #20171130022**

Moved By: H. Bilton

**Motion to accept the Personnel Report as presented.**

**Carried**

**Superintendent's  
Personnel  
Update**

During the In Camera portion of the meeting, Superintendent K. Sacher provided a verbal update on Personnel.

**Facilities Update**

During the In Camera portion of the meeting, Associate Superintendent S. Russell provided an update on facilities.

**Resolution #20171130026**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education declare the IMC Building located at 2115 – 20 Avenue in Bowden as surplus.**

**Carried**

**Negotiations  
Committee**

No report at this time.

**Parent Letter of  
Concern**

During the In Camera portion of the meeting, a parent letter of concern was discussed.

**Resolution #20171130029**

Moved By: M. Copley

**Motion that Chinook's Edge School Division No. 73 Board of Education Chair respond to the parent letter of concern.**

**Carried**

S. Roy, S. Westwood, B. Milman, M. Milne and R. Drummond entered the meeting at 2:10 p. m.

S. Russell left the meeting at 2:13 p. m.

**Approval of  
Audited Financial  
Statements**

A copy of the Audit Findings Report dated 2017 November 27 was circulated. Auditor M. Milne reviewed the report with Trustees. Treasurer S. Roy and Auditor M. Milne spoke to the Audited Financial Statements as provided in the agenda package.

S. Russell entered the meeting at 2:28 p. m.

**S. Roy was asked to find out how much Elnora School is subsidized by the RAWG process.**

S. Russell spoke to the capital reserves funding. With the buses arriving early and the land sale in Red Deer falling through, Mr. Russell is requesting that the funds for the Division Office renovation that were to come from the sale of land now come out of the funds received from the ALARIE rebate. This has been built into the budget.

There was discussion regarding the ALARIE rebate funds. The remainder of the ALARIE rebate funds will go back into their respective accounts.

**Resolution #20171130032**

Moved By: A. Tarnoczi

**Motion that the Chinook's Edge School Division No. 73 Board of Education approve the transfer up to \$265,000 (two hundred sixty five thousand dollars) from the ALARIE rebate funds for the Division Office renovation rather than the expenditure coming from the land sale funds.**

**Carried**

**Audit Committee**

Committee Chair A. Tarnoczi thanked the public members of the Audit Committee, the Auditors and the Finance department for attending the Audit and Finance Committee meetings to review the Audited Financial Statement. MNP has been the Division Audit Firm for the past eight years. Mr. Tarnoczi reviewed the areas that were identified in each of the meetings: cheque signing, contingencies built into the budget and management interventions used by the Finance department.

**Finance Committee**

A copy of the minutes from the 2017 November 27 Finance Committee meeting were circulated.

**Resolution #20171130035**

Moved By: J. Knispel-Matejka

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the Audited Financial Statements for the year ending August 31, 2017 as presented.**

**Carried**

There was a comment regarding the engagement of the Public Members of the Audit Committee and the good questions they asked during the meeting.

At this time, the Audited Financial Statements were signed.

M. Milne and R. Drummond left the meeting at 2:50 p. m.

**Budget Update - 2017/2018**

A copy of the summary of the 2017/2018 Fall Budget was provided in the agenda package. Treasurer S. Roy highlighted areas of concern of the budget.

The ALARIE funds, less the funds set aside for the Division Office renovations, will be reallocated back to their respective budget reserve lines. Discussion continued on the ALARIE funds and adding them to general reserves.

It was suggested that a note regarding the ALARIE funds be added to the statements.

**Resolution #20171130038**

Moved By: A. Tarnoczi

**Motion that Chinook's Edge School Division No. 73 Board of Education receive the 2017/2018 Fall Budget Update summary for information.**

**Carried**

**ASBOA PO&M Report**

The ASBOA PO&M report was previously discussed at a meeting. C. Butler provided the background information on the discussion. S. Russell let ASBOA know that the Chinook's Edge Board of Education would have appreciated to have input into the report. The report was an ASBOA initiative and it was suggested that an entire funding review of PO&M be completed.

**Cornerstone Christian Academy of Camrose**

A letter and copy of a draft agreement from the Cornerstone Christian Academy of Camrose was provided in the agenda. The Academy is seeking to come under the umbrella of a Board. There was discussion regarding the request. S. Russell spoke to the background information and the Board Chair will respond to the request.

S. Roy left the meeting at 3:04 p. m.

Discussion continued on the request from Cornerstone Christian Academy of Camrose.

**Resolution #20171130041**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education have the Board Chair respond to the request from Cornerstone Christian Academy of Camrose.**

**Carried**

**Emerging Trends in Education Law**

Several trustees attended the Emerging Trends in Education Law session in Edmonton and provided a report back on the conference. It was felt that it was an informative session. H. Bilton provided highlights from the session.

Marijuana and smoking policies were discussed at the session. S. Russell is reviewing the current Administrative Procedures and will update the appropriate procedure(s). The "delegation" of termination of a teaching staff was reviewed at the conference. Mr. Russell is recommending that legal advice be sought on t h i s .

At the social media session that trustees attended, they were reminded that they are trustees 24/7.

**Indigenous Education - March 8th**

An invitation to trustees to join C. Bearhead who will be speaking on the CASS Professional Practice Standards Implementation on March 8, 2018 was provided with the agenda.

**Education Committee**

**Resolution #20171130045**

Moved By: C. Huelsman

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the 2016/2017 Annual Education Results Report and the 2017/2020 Three Year Education Plan as presented.**

**Carried**

**Resolution #20171130046**

Moved By: S. Cooper

**Motion to refer the review of the stakeholder communication to the Policy Committee.**

**Carried**

**Facilities and Maintenance Committee**

No report at this time.

**Parents Matter Committee**

No report at this time.

**Policy Committee**

A copy of the records from the 2017 November 27 Policy Committee meeting was circulated and reviewed with Trustees by committee chair A. Tarnoczi. The committee will bring forward a plan:

- To review the policies as they are implemented and assess their effectiveness
- Complete the policy work
- Fill in the gaps (strategic planning document naming)
- Integrate the administrative procedures with the Board Policies

**Resolution #20171130050**

Moved By: A. Tarnoczi

**Motion that Chinook's Edge School Division No. 73 Board of Education integrate the proposed policy plan into the annual Board work plan.**

**Carried**

**Public Consultation Committee**

No report at this time.

**Teachers Matter**

A copy of the records from the 2017 November 17 Teachers Matter committee meeting were included with the agenda.

**Technology Committee**

The Technology Committee will meet today after the Board meeting.

**Transportation Committee**

A copy of the records from the 2017 November 8 Transportation Committee meeting was circulated and reviewed by committee chair J. Knispel-Matejka.

**Superintendent Update**

Superintendent K. Sacher commented on the following:

- *W. Christensen's retirement* will be held on February 27 from 4 – 7 p. m. at the Innisfail Golf Course Clubhouse with acknowledgements about 5:00 p. m.
- *Expanded Nutrition Program* – re-announcement of funds
- *Cross Ministry Meeting* was held on November 22, 2017 with Alberta Health, Alberta Education and Chinook's Edge participating. Another

meeting is scheduled for mid December.

- *High Performing Teams* – K. Sacher worked with the River Valley School staff on November 24, 2017. Mr. Sacher will be scheduling another meeting with this staff.
- There will be a *COLT Off-site meeting* on Monday, December 4. He commented on the agenda items for the day.
- *Board photographs* will be taken on December 13, 2017

### **Community Learning Campus**

CLC Alternate Board representative J. Knispel-Matejka provided a verbal update on the meeting she attended.

### **Enrolments**

A copy of the enrolments as at November 22, 2017 were provided with the agenda package.

### **Correspondence**

The following correspondence was circulated:

- A letter regarding the Learning Pathways Memorandum of Understanding from Dr. P. Hanna, Vice President Academics at Red Deer College was reviewed. Some photos taken at the event were circulated.
- A thank you card from Olds High School for supporting their leadership teachers and students to attend the Canadian Student Leadership conference was circulated.
- A thank you card from former trustee J. Swainson was circulated.
- A letter from the Village of Cremona requesting the Board to provide a letter of support for a road upgrade grant was discussed.
- An email from B. Constantine requesting the Board write a letter to the Minister of Education was presented in the agenda package. There was discussion regarding the request.

#### **Resolution #20171130059**

Moved By: M. Copley

**Motion that the Chinook's Edge School Division No. 73 Board of Education Chair write a letter of support to the Village of Cremona for their grant application for roadway drainage upgrade.**

**Carried**

#### **Resolution #20171130060**

Moved By: S. Cooper

**Motion that the Chinook's Edge School Division Board of Education have the Board Chair write a response to the letter of concern regarding Bill 24.**

**Carried**

### **Trip Requests**

A copy of the approved field trips was included with the agenda package.

### **Board Strategic Plan - 2017/2018**

The Board of Education Strategic Plan was reviewed at the 2017 November 29 Education Committee meeting.

### **Board Work Plan - 2017/2018**

A copy of the 2017/2018 Board Work Plan was included with the agenda.

**Alberta School  
Boards  
Association**

H. Bilton provided a verbal update from the November ASBA Zone 4 meeting. Inviting local MLA's to the Zone meetings was discussed. H. Bilton will look after this as we are hosting the May 2018 Zone meeting.

Board representatives were asked to discuss the Zone surplus with their Boards and bring back any suggestions to the December meeting. Please let C. Huelsman, C. Butler or J. Knispel-Matejka know if you have suggestions. Mrs. Bilton spoke about the ASBA Board of Directors motion regarding conflict of interest for Board representatives that represent both ASBA and PSBA.

**March 2018 Board of Education Agenda Item - prior to the ASBA Spring General Meeting have the discussion regarding boards having the same trustee represent them for ASBA and PSBA.**

There has been a call for interest for various ASBA Committee positions.

The videos regarding the engagement sessions held with Alberta Education are available to watch.

OCEDE report – the link to the report on best practices regarding First Nations students is included in the Zone highlights.

FNMI Task Force at the Zone level has been dropped.

ASBA Leadership Academy is scheduled for January 14-16, 2018.

C. Huelsman spoke about issues arising from the Fall General Meeting.

J. Knispel-Matejka provided a verbal update on the New Trustee Orientation that she attended on November 22, 2017 in Edmonton.

**ASBA Long Service Awards will be presented at the December Board meeting.**

**Public School  
Boards  
Association**

S. Cooper provided a verbal update from the Fall General meeting and some of the sessions she attended. There seems to be some closure coming for the Northern Lights School Board. The levy is now \$0.57/student down from \$0.90/student the previous year.

J. Knispel-Matejka provided a verbal update on the New Trustee session she attended at PSBA. Long service awards were presented to C. Butler, S. Cooper and C. Huelsman at the meeting.

G. Kerr left the meeting at this time.

**Canadian School  
Boards  
Association**

The Canadian School Boards Association conference is scheduled to be held in Halifax, NS from July 4 – 7, 2018.

**National School  
Boards  
Association**

The National School Boards Association Annual Conference is being held in San Antonio, Texas from April 7 – 9, 2018.

**Rural Caucus**

H. Bilton is the new Chair of the Rural Caucus Board. The Board will be meeting soon. Mrs. Bilton commented that it will be good for Chinook's Edge to be involved. S. Cooper is a new Director. The Executive will be reviewing funding especially transportation funding.

## Conferences

*Alberta School Conferences Association* – J. Knispel-Matejka attended the last conference and encouraged trustees to attend. The conference is held in Edmonton from April 20 – 21, 2018. J. Knispel-Matejka will attend the conference on behalf of the Board.

*National Congress on Rural Education* – held in Saskatoon. This will come forward when the agenda for the conference is available.

Attendance at either the CSBA and NSBA conferences were discussed and will be decided at the December 2017 Board of Education meeting.

G. Kerr returned to the meeting at 4:04 p. m.

H. Bilton provided an update on the NSBA conference location. **If trustees are interested in attending either the NSBA or the CSBA conference it was requested that they enter this into the Google document.** Due to tight budgets trustees were reminded to be aware of the costs.

It was suggested to send someone to CSBA in Halifax in July 2018.

K. Sacher and S. Bexon left the meeting at 4:06 p. m.

**December 2017 Board of Education Agenda Item - which trustees will attend the NSBA conference as the deadline is January 10, 2018.**

## Meeting Evaluation

Meeting evaluation – K. Sacher gave a good short report.

**Resolution #20171130071**

Moved By: C. Huelsman

**Motion to adjourn the meeting at 4:08 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