



Organization Meeting

Date : Wednesday, November 01, 2017

Start time : 9:00 AM

Location : Boardroom

Call to Order

Trustees: H. Bilton, C. Butler, S. Cooper, M. Copley, G. Kerr, J. Knispel-Matejka, A. Tarnoczi, C. Huelsman (via telephone)

Trustees Absent: T. James (unable to attend due to hospital admission)

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

Associate Superintendent Corporate Services S. Russell called the meeting to order at 9:01 a.m.

Administer Official Oath of Office

The Official Oath of Office was administered to the Trustees by Associate Superintendent Corporate Services S. Russell. Each of the Trustees signed their Oath of Office in the presence of Mr. Russell.

Mr. Russell reported that Trustees T. James and C. Huelsman were sworn in the day before.

Establish Rules of Procedure for Election of Chair, Vice-Chair and Second Vice-Chair

Associate Superintendent Corporate Services S. Russell called for the Rules of Procedure to be established.

Resolution #20171120004

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education establish the rules of procedure for the election of Chair, Vice-Chair and Second Vice-Chair as follows:

- Trustees review the non-binding expression of interest in Chair, Vice-Chair and Second Vice-Chair positions.
- Call for nominations (will be repeated three times).
- Trustee nominations
- Candidate confirms acceptance of nomination
- Candidates will have an opportunity to speak to the position
- Voting will be by secret ballot
- Ballots will be counted by two administrative staff members
- If there is a tie, a second vote with the top two names will be held
- If the vote remains a tie, a name will be drawn from a hat.

Carried

Election of Board of Education Chair

Associate Superintendent Corporate Services S. Russell called for nominations for the position of Board of Education Chair for the 2017/2018 term.

Trustee C. Butler was nominated for the position of Board of Education Chair for the 2017/2018 term.

Nominations were called for a second and third time.

The Chair declared that nominations cease.

Chair C. Butler was declared elected as the Board of Education Chair for the 2017/2018 term.

Official Oath of Office - Chair

The Official Oath of Office was administered to Chair C. Butler by Associate Superintendent Corporate Services S. Russell.

Election of Board of Education Vice Chair

Chair C. Butler called for nominations for the position of Board of Education Vice Chair for the 2017/2018 term.

Trustees H. Bilton, J. Knispel-Matejka and S. Cooper were nominated for the position of Board of Education Vice Chair for the 2017/2018 term.

Nominations were called for a second and third time.

The Chair declared that nominations cease.

The candidates were given an opportunity to speak to the position and ballots were distributed, collected and counted.

Trustee H. Bilton was declared elected as the Board of Education Vice Chair for the 2017/2018 term.

Official Oath of Office - Vice Chair

The Official Oath of Office was administered to Vice Chair H. Bilton by Associate Superintendent Corporate Services S. Russell.

Election of Board of Education Second Vice-Chair

The Trustees discussed the duration of the term of the Second Vice Chair.

Resolution #20171120010

Moved By: S. Cooper

Motion that Chinook’s Edge School Division No. 73 Board of Education split the term for the Second Vice Chair for the 2017/2018 school year.

Defeated

Resolution #20171120011

Moved By: G. Kerr

Motion that Chinook’s Edge School Division No. 73 Board of Education elect a Second Vice Chair for the duration of the 2017/2018 school year.

Carried

Chair C. Butler called for nominations for the position of Board of Education

Second Vice Chair for the 2017/2018 term.

Trustees S. Cooper and J. Knispel-Matejka were nominated for the position of Board of Education Second Vice Chair for the 2017/2018 term.

Nominations were called for a second and third time.

The Chair declared that nominations cease.

S. Cooper was declared elected as the Board of Education Second Vice Chair for the 2017/2018 term.

Official Oath of Office - Second Vice Chair

The Official Oath of Office was administered to Second Vice Chair S. Cooper by Associate Superintendent Corporate Services S. Russell.

Board Standing and Ad Hoc Committee Membership

A list of Committees for the 2017/2018 term as well as Board Policy 2-01.4.0 Board Committees were provided for information.

Associate Superintendent Corporate Services S. Russell outlined the committee selection process:

- Trustees will review the non-binding expression of interest.
- Prior to the official population of the Committees, the Trustees will temporarily populate the Committees according to the Trustee's priority ranking indicated on the non-binding expression of interest in order to negotiate and vote as required.
- Committees will be populated in the following order: Finance Committee (same as Audit Committee), Transportation Committee, Negotiations Committee, Facilities & Maintenance Committee, ASBA Zone 4 Representative, Student, Public School Board Association Representative, Policy Committee, Teachers Matter Committee, Parents Matter Committee, Public Consultation Committee, Technology Committee, Community Learning Campus Board Representative, Olds Institute Representative, TEBA Representative.
- Trustees will self-nominate for positions on Committees. The Board Chair will confirm Trustees, who through the survey expressed an interest, are willing to let their name stand.
- Trustees will be given the opportunity to speak to the committee position stating why they are interested and their background.
- If there are more candidates than there are positions, a secret ballot will be held. Candidates with the most votes will be assigned to the Committee and if there is a tie for the last position, a vote will be held between the tied candidates. If the vote remains a tie, a name will be drawn from a hat.
- The committee chairs will be selected by the entire Board according to the same rules used to select the Chair and Vice Chair.

Resolution #20171120015

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education approve the committee selection process as outlined.

Carried

Resolution #20171120016

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education approve the Board Standing and Adhoc Committee membership for the 2017/2018 term:

Audit Committee - A. Tarnoczi, C. Huelsman, J. Knispel-Matejka, G. Kerr - alternate

Finance Committee - A. Tarnoczi, C. Huelsman, J. Knispel-Matejka, G. Kerr - alternate

Facilities & Maintenance Committee - G. Kerr, H. Bilton, M. Copley, T. James - alternate

Negotiations Committee - S. Cooper, G. Kerr, T. James, J. Knispel-Matejka - alternate

Parents Matter - J. Knispel-Matejka, M. Copley, A. Tarnoczi, H. Bilton - alternate

Policy Committee - A. Tarnoczi, S. Cooper, J. Knispel-Matejka, T. James - alternate

Student Appeal - C. Butler

Teachers Matter - C. Huelsman, A. Tarnoczi - alternate

Technology Committee - H. Bilton, S. Cooper, G. Kerr, M. Copley - alternate

Transportation Committee - J. Knispel-Matejka, S. Cooper, T. James, C. Huelsman - alternate

ASBA Zone 4 Representative - H. Bilton, J. Knispel-Matejka - alternate

CLC Board Representative - T. James, J. Knispel-Matejka - alternate

Public Consultation Committee - H. Bilton, G. Kerr, A. Tarnoczi, S. Cooper - alternate

PSBA Representative - S. Cooper, T. James - alternate

Olds Institute Representative - H. Bilton, G. Kerr - alternate

TEBA Representative - S. Cooper

Carried

RECESS: 10:10 a.m.

RECONVENE: 10:20 a.m.

C. Huelsman did not return to the meeting

Nominations were accepted for Committee Chairs and they were declared as follows:

Resolution #20171120018

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education approve the Committee Chair selection for the 2017/2018 term

Audit Committee - A. Tarnoczi

Finance Committee - A. Tarnoczi

Facilities & Maintenance Committee - G. Kerr

Negotiations Committee - S. Cooper

Parents Matter - J. Knispel-Matejka

Policy Committee - A. Tarnoczi

Public Consultation Committee - H. Bilton

Student Appeal - C. Butler

Teachers Matter - C. Huelsman

Technology Committee - H. Bilton

Transportation Committee - J. Knispel-Matejka

Disposition of Ballots

Resolution #20171120019

Moved By: J. Knispel-Matejka

Motion that the ballots be destroyed.

Carried

Mr. Russell indicated that the electronic ballots from Trustee C. Huelsman were deleted as well.

B. Milman left the meeting at this time.

Trustee Remuneration Rates

The following documents were provided for review:

- Trustee Remuneration Rates (with the Alberta CPI applied) as of November 1, 2017
- Six Year Trustee Remuneration Comparison
- Quarterly Trustee Remuneration Report
- ASBA 2017 Trustee Remuneration Report

Resolution #20171120022

Moved By: G. Kerr

Motion that Chinook's Edge School Division No. 73 Board of Education approve the Trustee remuneration for 2017/2018 as presented.

Carried

It was noted that the CPI increase was 1.1 percent.

K. Sacher left the meeting at 10:35 a.m.

ACTION: A copy of the revised remuneration form will be provided to the Trustees.

Trustee Remuneration Policy (PL 2-03.4.0)

PL 2-03.4.0 (Trustee Remuneration) was provided for approval.

K. Sacher returned to the meeting at 10:47 a.m.

Resolution #20171120025

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education approve PL 2-03.4.0 Trustee Remuneration as amended to reflect the Alberta CPI adjustment.

Carried

Freedom of Information and Privacy Implications

As a requirement of PL 2-01.3.0 (Board Organization Meeting), Treasurer S. Roy attended the meeting to provide an overview of the implications of the Freedom of Information and Privacy (FOIP) Act.

Trustee Benefits

The Trustees were asked to complete their benefit forms as soon as possible.

Dates and Times for Board of Education and Education Committee Meetings

The dates of the regular Board of Education and Education Committee meetings were provided for review.

Resolution #20171120029

Moved By: H. Bilton

Motion that Chinook's Edge School Division No. 73 Board of Education approve the Board of Education and Education Committee meeting schedule as follows:

Board Meetings

November 29, 2017 (1:00 p.m.) – to approve audited financial statements

December 13, 2017 (1:00 p.m.)
January 10, 2018
February 7, 2018
March 14, 2018
April 11, 2018
May 9, 2018
May 30, 2018 (1:00 p.m.) – *to approve budget*
June 27, 2018
September 12, 2018 - *organization meeting*

Education Committee Meetings

November 29, 2017 (morning only)
December 13, 2017 (morning only)
January 24, 2018
February 28, 2018
March 28, 2018
April 25, 2018
May 30, 2018 (morning only)
June 13, 2018

Meetings are to be held in the Chinook's Edge School Division No. 73 Boardroom (4904 - 50 Street, Innisfail, Alberta) at 9:00 a.m., unless otherwise stated.

Carried

Trustee Attendance at Conferences

Attendance at out of province conferences was discussed and the Trustees agreed to maintain attendance at two per term. These must be approved by the Board Chair.

Short/Long Term Absences and Succession Plan Update

Superintendent K. Sacher provided a verbal update on succession planning and how short and long term absences would be handled.

Board Work Plan - 2017/2018

The draft 2017/2018 Board Work Plan was provided for review.

Resolution #20171120033

Moved By: A. Tarnoczi

Motion that Chinook's Edge School Division No. 73 Board of Education approve the 2017-2018 Board Work Plan as presented as a draft plan.

Carried

It was noted that the plan will be amended as required throughout the year.

Resolution #20171120035

Moved By: A. Tarnoczi

Motion that the Board Work Plan be included as an item on every Board of Education agenda.

Carried

Adjourned

Resolution #20171120036

Moved By: H. Bilton

Motion to adjourn the meeting at 11:18 a.m.

Carried

C. Butler - Chair

H. Bilton - Vice Chair

S. Russell - Corporate Secretary