



## Board of Education

Meeting Type : Board of Education  
 Date : Wednesday, March 09, 2016  
 Start time : 9:00 AM  
 Location : Boardroom

### Call to Order

**Trustees Present:** S. Ball, H. Bilton, C. Butler (Chair), S. Cooper, R. Fisher, T. James, G. Kerr, J. Swainson  
**Trustees Absent:** C. Huelsman  
**Staff:** S. Bexon – Communications Officer, D. Maclsaac – Executive Assistant to Superintendent, R. Hoppins – Associate Superintendent People Services, S. Russell – Associate Superintendent Corporate Services, K. Sacher – Superintendent/CEO, S. Babb – Recording Secretary

Chair C. Butler called the meeting to order at 9:01 a.m.

### Agenda Approval

Chair C. Butler called for additional agenda items.

#### **Resolution #20160316003**

Moved By: S. Ball

**Motion to approve the agenda with the following addition:  
 4.5 Rural Education Symposium**

**Carried**

### Minutes Approval

The minutes of the February 10, 2016 Board of Education meeting were provided for review.

#### **Resolution #20160316005**

Moved By: S. Cooper

**Motion to approve the minutes of the February 10, 2016 Board of Education meeting as presented.**

**Carried**

#### **Resolution #20160316006**

Moved By: S. Ball

**Motion to move the meeting In Camera at 9:05 a.m.**

**Carried**

It was noted that S. Ball, H. Bilton, C. Butler, S. Cooper, R. Fisher, T. James, G. Kerr, S. Russell and K. Sacher remained in the meeting at this time.

R. Hoppins entered the meeting at 9:08 a.m.  
 J. Swainson entered the meeting at 9:10 a.m.

R. Hoppins left the meeting at 9:24 a.m.

**Resolution #20160316008**

Moved By: S. Cooper

**Motion to return to the regular meeting at 9:50 a.m.**

**Carried**

**RECESS:** 9:50 a.m.

**RECONVENE:** 10:01 a.m.

S. Bexon, D. MacIsaac and S. Babb entered the meeting at this time.

**Personnel**

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

**Resolution #20160316011**

Moved By: G. Kerr

**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**

The listing of Accounts Payable cheques over \$500 and direct deposits for February 2016 were provided for review 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.

**Negotiations  
Update**

Board representative S. Ball provided a negotiations update during the In Camera portion of the meeting.

**Sundre Daycare  
Centre**

Associate Superintendent Corporate Services S. Russell presented a request from the Sundre Daycare Centre during the In Camera portion of the meeting.

**Transportation  
Quarterly Report**

Associate Superintendent S. Russell provided the quarterly transportation update. The department is anticipating a deficit of \$700,000 in the upcoming school year. Once the budget is announced, further discussion will be required regarding how to handle the deficit. Mr. Russell reported that there has been no change since the last update on fleet renewal. The old buses will not be sold until all of the routes for next year are finalized. Three additional routes may need to be added due to ride times.

The meeting between the Minister and the rural school boards regarding transportation on March 21<sup>st</sup> was discussed. Superintendent K. Sacher reported that he asked S. Roy to meet with Trustee S. Ball to provide information regarding CESD's reserves.

**Capital Plan -**

The draft 2017/2020 Capital Plan was presented for review in addition to

**2017/2020**

utilization rates in each school and information regarding building permits and populations in Olds, Sylvan Lake and Carstairs. It was noted that information from Penhold was not available in time for the meeting.

Associate Superintendent Corporate Services S. Russell outlined the following guiding principles developed by the Facilities Committee to use when reviewing the Capital Plan:

1. Capacity utilization rates
2. School growth numbers
3. Demographics of the communities involved
4. Residential building permit numbers and dollar amounts

The importance of the accuracy of utilization rates received from Alberta Infrastructure as well as community growth numbers was discussed. It was noted that the communities of Penhold and Carstairs are both growing very quickly.

Mr. Russell noted that utilization rates at Olds High School and possibly Penhold Crossing Secondary School are inflated due to joint use.

The Trustees discussed the guiding principles and the following feedback was received:

- When looking at school growth, feeder schools need to be considered.
- When examining community growth, the catchment area must be considered ie. Penhold to include Springbrook and Gasoline Alley.
- Long term growth needs to be examined i.e. projections for when schools are expected to be full.

**Resolution #20160316019**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the Capital Plan guiding principles as recommended from the Facilities Committee to include capacity and utilization rates, school growth numbers (including feeder schools), community demographics (including catchment area) and residential building permits.**

**Carried**

**Resolution #20160316020**

Moved By: G. Kerr

**Motion to move the meeting In Camera at 10:34 a.m.**

**Carried**

S.Babb, D. Maclsaac and S. Bexon left the meeting at this time.

**Resolution #20160316022**

Moved By: S. Cooper

**Motion to return to the regular meeting at 11:05 a.m.**

**Carried**

**RECESS:** 11:05 a.m.

**RECONVENE:** 11:09 a.m.

S. Babb, D. Maclsaac and S. Bexon returned to the meeting at this time.

The Trustees further examined the draft Capital Plan during the In Camera portion of the meeting. A revised plan was distributed for review.

**Resolution #20160316024**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education approve the Capital Plan for 2017/2020 as presented.**

**Carried**

The Trustees agreed that it would be helpful for the Facilities Committee to further flesh out the guiding principles and processes to gather demographic information from communities. It was noted that when growth is seen in a community, a process similar to what occurred in Carstairs should be initiated. Mr. Russell indicated that the guiding principles may need to be modified when looking at school modernizations.

**Resolution #20160316026**

Moved By: H. Bilton

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Superintendent to further develop the guiding principles and processes for the development of the capital plan and bring back a draft by June 2016.**

**Carried**

**School Board  
Visit Reminder**

A reminder was provided for the upcoming school board visits to Olds Koinonia, Olds Career High – Off-Campus and Olds High and the Community Learning Campus on March 30<sup>th</sup>. Please let D. Maclsaac know if you are planning to attend.

**Big Brothers Big  
Sisters**

Trustee H. Bilton reported that the Big Brothers Big Sisters have requested representation from Chinook's Edge School Division on their Board. They meet monthly on the third Tuesday of the month with the next meeting being held on March 15<sup>th</sup>. They are very involved in CESD communities with some in school mentoring and have plans for further expansion in the Division.

**Resolution #20160316029**

Moved By: S. Cooper

**Motion that Chinook's Edge School Division No. 73 Board of Education appoint C. Butler as the Big Brothers Big Sisters representative with Trustee S. Ball as the alternate.**

**Carried**

Populating representation for the Big Brothers Big Sisters Board will be added to the annual Organization meeting.

Trustee H. Bilton will find out additional details regarding the meeting on March 15<sup>th</sup> and share them with Chair C. Butler.

**Audit Committee**

No report at this time.

**Finance**

No report at this time.

**Committee****Education  
Committee**

The minutes of the February 24, 2016 Education Committee meeting were provided for review.

**Resolution #20160316034**

Moved By: S. Cooper

**Motion that Chinook's Edge School Division No. 73 Board of Education refer the matter of Education Committee quorum to the Policy Committee.**

**Carried**

**Resolution #20160316035**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to send a letter to the Minister of Education expressing concerns regarding transportation funding.**

**Carried**

The Trustees debated whether to send a letter to the Minister before or after the meeting with the rural school boards on March 21<sup>st</sup>. It was agreed to send the letter this week with a copy to Buffalo Trail Board Chair D. Eddleston as well as the Public School Boards Association of Alberta.

Student safety and learning were identified as priorities to include in the letter with a request for the Minister to re-examine the funding formula to cover the shortfall.

**Resolution #20160316037**

Moved By: G. Kerr

**Motion that Chinook's Edge School Division No. 73 Board of Education direct the Board Chair to send a letter to the Minister of Education expressing concerns regarding Bill 4 monthly reporting requirements.**

**Carried**

**Rural Education  
Symposium**

The Trustees provided a verbal update from some of the sessions they attended at the Rural Education Symposium held in Banff in March. Positive comments were shared regarding the conference and the Trustees agreed that they should all try to attend again next year.

Wild Rose School Division's presentation regarding online diploma classes was discussed. Superintendent K. Sacher reported that this would be discussed further at COLT on Monday with an update provided at agenda setting.

**RECESS:** 12:05 p.m.

**RECONVENE:** 12:35 p.m.

**Facilities and  
Maintenance  
Committee**

Board representative G. Kerr provided an update from the March 2, 2016 Facilities & Maintenance Committee meeting. The minutes of the meeting

were provided for review. The following correction was made: Innisfail Modernization (Page 2) – An initial meeting with the general “contractor” was held.

Trustee Kerr reported that the budget is in decent shape due to reduced utility costs. There are concerns moving forward with Beacon Hill Elementary School as two new custodians are needed but no additional funds will be received. Funding is received per student rather than per square foot.

Concern remains regarding the carbon tax although the government is promising it will be revenue neutral.

Concern was expressed regarding the Olds Koinonia lease moving forward. Lobbying may be required for the government to look at leases differently.

A transition to LED lighting across the Division is being explored. Facilities Director D. Dyvig is preparing a business plan with initial estimates resulting in a 20 to 30 percent savings over time.

### **Parents Matter Committee**

Board representative H. Bilton provided an update from the February 10<sup>th</sup> Parents Matter meeting. The minutes of the meeting were provided for review.

The date of the next meeting was discussed. Trustee Bilton noted that May 18<sup>th</sup> would be the only Wednesday without a meeting. A suggestion was made that if the meeting is held on a Board or Education Committee meeting date, that the meeting start later so that there isn't so much of a break in between. All Trustees were encouraged to attend.

A topic for discussion at the next meeting will be to revisit the purpose of the Committee and explore other options to more effectively engage parents.

### **Policy Committee**

Board representative S. Cooper provided a verbal update from the February 12<sup>th</sup> Policy Committee meeting. The minutes of the meeting were provided for review.

Trustee Cooper reported that the Committee will be discussing the workload required this spring to review the policies and suggested that a retreat may be necessary in August.

#### **Resolution #20160316042**

Moved By: R. Fisher

**Motion that Chinook's Edge School Division No. 73 Board of Education delete Administrative Procedure 4-18 Retirement of School Bus Drivers.**

**Carried**

### **Public Consultation**

No report at this time.

**Committee**

**Teachers Matter** Positive comments were shared regarding the February 26<sup>th</sup> Teachers Matter meeting. The minutes of the meeting were provided for review.

**Technology Committee**

No report at this time.

**Transportation Committee**

The minutes of the February 9<sup>th</sup> Transportation Committee meeting were provided. Trustee S. Ball provided a report at the last Board meeting.

**Superintendent Update**

Superintendent K. Sacher provided a verbal update.

- An update on the Benalto School Closure process was provided. The public meeting was held on March 3<sup>rd</sup>. Data from this meeting has been posted to the website. The Planning Committee is meeting on March 17<sup>th</sup> and an update will be provided at the March 23<sup>rd</sup> Education Committee meeting.
- Mr. Sacher will be on vacation during the last week in March.
- The COLT Road Show is being held in Sylvan Lake on March 15<sup>th</sup> and in Penhold on March 22<sup>nd</sup>.
- An update on Inspiring Leaders was provided. The group of teachers aspiring to become vice principals met on Tuesday and a session on developing leaders is being held following ADCOS on March 16<sup>th</sup>.
- Mr. Sacher continues to respond to LGBTQ/Best Practice Guideline concerns. Trustees were asked to let him know if improvements in the process are needed.
- ADCOS is meeting on March 16<sup>th</sup>. The group continues to focus on strategic planning with a challenge for administrators to be more thoughtful and strategic in their planning. They will also be reviewing the Sexual Orientation and Gender Identity administrative procedure.

**Enrolments**

Superintendent K. Sacher reviewed Division enrolments as of February 26, 2016. It was noted that there are currently 22 students enrolled in Benalto.

**Community Learning Campus**

Board representative R. Fisher reported that he was unable to attend the last CLC meeting. He will review the minutes and provide an update at the next meeting.

**Correspondence**

Chair C. Butler reviewed the following correspondence items:

- A response from the Honourable David Eggen, Minister of Education, dated February 18, 2016 regarding Alberta's Climate Leadership Plan.
- A letter from Education Manager Maureen Melnyk, dated February 25, 2016, regarding the Three Year Education Plan and Annual Education Results Report.

**Trip Requests**

Superintendent K. Sacher reviewed the following school trip request:

- A request from Ecole H.J. Cody School for an out of country trip to

Hawaii from April 12 to 23, 2017.

Information was provided on the Dengue Fever outbreak on the Big Island. There is no travel advisory in place.

**Resolution #20160316052**

Moved By: J. Swainson

**Motion that Chinook's Edge School Division No. 73 Board of Education approve in principle, the trip request from Ecole HJ Cody School to Hawaii from April 12 to 23, 2017.**

**Carried**

**Trustee  
Remuneration  
and Expenses**

Chair C. Butler called for Trustee Remuneration and Expense sheets for February 2016.

**Alberta School  
Boards  
Association**

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

- An update on the Zone 4 meeting held February 22<sup>nd</sup> was provided:
  - The Education Act summary submission to the government has been posted to the ASBA website.
  - The ASBA policy advisory on Safe & Caring has posted information on the website for reference. PD is also being created both on legal and implementation assistance.
  - The Edwin Parr nomination deadline is March 18<sup>th</sup>.
  - No nominations have been received for the Friends of Education award. Superintendent K. Sacher will take this to COLT to discuss how to share the information.
  - A Student Wellness Initiative conference was held at the end of January and on May 4<sup>th</sup> a Healthy Schools Conversation will take place at Crossroads Church in Red Deer.
  - The deadline for the Indigenous Shining Student Award is in March. This information has been forwarded to the FNMI Student Committee.
  - On March 30<sup>th</sup>, Justice Sinclair will be speaking at the RDC Arts Centre as part of the college's speaker series.
  - The Red Deer Public proposed bylaw change was discussed that would prevent the President and Vice President from having a vote in addition to their Board vote. The Trustees did not provide support at this time but are interested in listening to the conversation.
  - Cody McClintock has been nominated for the Zone Award.
  - Transportation best practices were discussed. It was noted that CESD is collaborating with Red Deer Catholic and are also targeting a maximum ride time of 60 minutes.
  - An ASBA Rural Issues Forum is being held on April 12<sup>th</sup>-13<sup>th</sup>. The Trustees agreed that this should be added to the Education Committee agenda so that the following topics could be discussed in preparation for the meeting: Bill 10 Implementation, Inclusive Education Policy Framework, the Municipal Government Act Review and Regulations, Teaching Quality Standards, School



Leader Standards, ASBA policies, the Education Act and Regulations and emergent issues. Please let D. Maclsaac know if you are planning to attend.

- The next ASBA Zone 4 meeting is being held on March 21<sup>st</sup> in Camrose. Please let D. Maclsaac know if you are planning to attend.

**Public School  
Boards  
Association**

Board representative S. Cooper provided a verbal update on recent PSBA items:

- A document outlining Lobby Steps will be scanned and emailed to the Trustees.
- The date of the next Public School Board Council meeting is being held April 14<sup>th</sup> to 16<sup>th</sup> at the DoubleTree by Hilton in Edmonton.
- A labour Information Sharing Alliance session, facilitated by Dave Johnson, is being held on April 14<sup>th</sup> from 4:00 to 6:00 p.m. Please let D. Maclsaac know if you are planning to attend.
- A governance seminar is being facilitated by Maurice Fritze on June 3, 2016 from 8:30 a.m. to 3:30 p.m. Please let D. Maclsaac know if you are planning to attend. Trustee Cooper indicated that it may be appropriate for A. Tarnoczi to attend this meeting.

**Canadian School  
Boards  
Association**

No report at this time.

**National School  
Boards  
Association**

No report at this time.

**Meeting  
Evaluation**

Trustee S. Cooper provided an evaluation of the meeting. Trustee J. Swainson will provide the evaluation at the next meeting.

**Adjourned**

**Resolution #20160316059**

Moved By: J. Swainson

**Motion to adjourn the meeting at 1:23 p.m.**

**Carried**

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C. Butler - Chair

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R. Fisher - Vice Chair

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S. Russell - Corporate Secretary