



Chinook's Edge School Division
Board of Trustees

Date: Wednesday, April 6, 2022
Time: 9:00 AM
Location: Boardroom

Attendance

Trustees Present: H. Bilton, S. Cooper (9:04 a.m.), M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, J. Swainson, L. Wagers

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

Call to Order

Chair H. Bilton called the meeting to order at 9:02 a.m.

Land Acknowledgement • Treaty 7

Trustee H. Bilton opened the meeting with a Treaty 7 Land Acknowledgement.

Agenda/Minutes Approval

Agenda Approval

Resolution # 20220406001BOT

Moved By: G. Kerr

Motion to approve the agenda as presented.

Carried

Minutes Approval

Resolution # 20220406002BOT

Moved By: D. Hutchison

Motion that Chinook's Edge School Division Board of Trustees approve the minutes of the 2022 March 09 Board of Trustees Meeting.

Carried

In Camera

It was noted that H. Bilton, S. Cooper, M. Copley, D. Hutchison, K. Kemmere, G. Kerr, T. Leslie, L. Wagers, S. Russell, R. Hoppins and K. Sacher remained in the meeting at this time.

Resolution # 20220406003BOT

Moved By: G. Kerr

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

Carried

Agenda Clarification

The Board of Trustees reviewed the agenda for clarification.

Personnel

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

Resolution # 20220406004BOT

Moved By: M. Copley

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 accounts payable cheques over \$500.00 dollars and the deposits up to March 31, 2022 were reviewed during the In Camera portion of the meeting.

Visa

Visa purchases over \$500.00 for January 25 to February 23, 2022 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.

Negotiations Committee / TEBA Update

Trustee S. Cooper and Associate Superintendent Corporate Services S. Russell provided an update on negotiations during the In Camera portion of the meeting.

Bus Request for Proposal

Associate Superintendent Corporate Services S. Russell provided the results of the Bus (RFP) Request for Proposal during the In Camera portion of the meeting.

Resolution # 20220406005BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees award the bus RFP to Western Canada Bus and proceed with the purchase of seven buses for the 2022-2023 school year.

New Business

Recess: 10:14 a.m.

Reconvene: 10:27 a.m.

2nd Quarter Financial Report (September 1 to February 28th)

Treasurer S. Kaiser joined the meeting to present the 2nd Quarter Financial Report (September 1st to February 28th).

S. Kaiser highlighted the following:

- Overall budget looks good.
- Watching substitute teacher pay as it is quite high and was just about at budgeted amount by the end of February and more subs are expected until the end of June.
- It has been suggested to schools to buy materials required now instead of waiting.
- In 2023 there will be a restriction on operating reserves. Projections will be very important.
- It was noted that the CLC (Community Learning Campus) money the division gets for PO&M (Plant Operations and Maintenance) is given to CLC and then Olds College puts that money into a budget line. All expenses come out of the budget line and at the end of every year there is a surplus or deficit. Right now there is a surplus and Olds College holds that money and gives the division interest on this money.

Trustees provided the following questions and comments:

What is an example of non-capital expense that school might save for? Computers, furniture, conferences etc.

NOTE: Superintendent K. Sacher will speak with the Treasurer regarding a session on reading financial statements for trustees.

Resolution # 20220406006BOT

Moved By: J. Swainson

Motion that Chinook's Edge School Division Board of Trustees accept the 2nd Quarter Financial Report as of February 28th as presented.

Carried

Budget Update - 2022/2023

Treasurer S. Kaiser provided an update on budget 2022/2023. She noted that there were no surprises in the budget. The increase in transportation of 4.6% will help cover the increased costs to fuel and insurance. There was a 1% increase to operations and maintenance and some slight growth in enrolment increases. Budget will be similar to last year even though it appears there are increases because of the increase in costs. There will be an increase in cost for teachers due to grid creep and ASEBP and CPP increases. At this time, it is not known what the increase to EI will be. The budget will be released to schools next week and will come back to the Board on May 25th.

Trustee Quarterly Remuneration Report (to February 28th)

The trustee quarterly remuneration report was provided for review. It was noted that February costs do look higher as there was no travel for the previous two years.

Superintendent Quarterly Expenses (to February 28th)

The superintendent quarterly expenses to February 28, 2022 were provided for review.

Out of Province Professional Development (December 1 to February 28th)

The Board of Trustees discussed schools in the division that had travel plans when the pandemic hit and now have travel credits that need to be used before the credits are lost.

It was decided that the current Board motion restricting student field trips and staff PD to Canada will be reviewed at the June 2022 Board meeting.

2023/2024 School Calendar

The 2023/2024 school calendar was reviewed at the March 23, 2022 Education Committee Meeting. The proposed calendar was attached for final review and approval motion.

Superintendent K. Sacher brought forward a suggestion for a change to the 2023/2024 school calendar. After discussion, the calendar will remain the same.

Resolution # 20220406007BOT

Moved By: T. Leslie

Motion that Chinook's Edge School Division Board of Trustees approve the 2023/2024 school calendar as presented.

Carried

Resolution # 20220406008BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees move Horizon School to the traditional school calendar effective the 2022/2023 school year.

Carried

Edwin Parr Candidate

The Chinook's Edge School Division Board of Trustees Edwin Parr nominee, Madeline Pereria from Innisfail High School joined the meeting and was recognized by the Board.

Madeline was joined by her parents, Principal Wayne Pineau and Division Principal Jody Dennis.

Madeline shared her thoughts about being a first year teacher. She also shared that she became a teacher to make a difference in students' lives.

Board Chair H. Bilton congratulated Madeline on her nomination.

Recess: 11:45 a.m.

Reconvene: 12:50 p.m.

School and Transportation Fees

Associate Superintendent Corporate Services S. Russell discussed school and transportation fees for the 2022/2023 school year, as per PL3-05.2.1 School and Transportation Fees.

The Board asked the transportation committee to look at the parameters of information required in a transportation review in the fall when the 2022 financials are completed.

Resolution # 20220406009BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve school and transportation fees for the 2022/2023 school year to remain the same as the 2021/2022 school year.

Carried

Resolution # 20220406010BOT

Moved By: M. Copley

Motion that Chinook's Edge School Division Board of Trustees direct the Superintendent to provide a report on Transportation costs to the Board at the November 2022 Board Education Committee meeting

Carried

Student Transportation Administrative Procedures

As per PL 3-08.2.0 Student Transportation, Associate Superintendent Corporate Services S. Russell provided an assessment of the effectiveness of AP 5-06 Transportation of Students in Private Vehicles and AP 5-11 School Bus Transportation. He indicated that administration does not feel there are any changes that are necessary at this time.

Joint Use Agreement

Associate Superintendent Corporate Services S. Russell shared a draft of the Joint Use Agreement for review. He stated that the agreements will be similar with minor changes

for each community. Trustees will be given a copy of any Joint Use Agreement that affects their ward.

Roy E. Cope Award

Superintendent K. Sacher led a discussion regarding the Roy E. Cope award. He reviewed the restrictions and guidelines of the Roy E. Cope award.

As per Board motion, the winner will be announced in May and recognized at Celebrations in the fall. This year's recipient will be Tom Christensen who is retiring from École Olds High School at the end of the school year.

Reflecting on Board School Visits

Trustees reflected on Board school visits sharing the following comments:

- They were great. Good insight into challenges that schools are going through at this time.
- Nice to see people doing so well and still so engaged.
- Students loved having visitors.
- Affirming to see the positive results of mental health and wellness supports. Nice to see the condition of the schools and the different types of learning in each of the schools.
- Impressed with the innovation going on in the schools.

Superintendent Update

Superintendent K. Sacher provided a written update on the following items:

- Support Staff Matters (March 10th).
- COLT Off-Site (March 14th).
- Parents Matter (March 17th).
- CASS Annual Learning Conference (March 16th and 17th).
- French Immersion Update.
- COVID Learning Loss Funding has been received by the division.

Moved By: M. Copley

Motion to direct the Superintendent to write a letter to the Minister of Education thanking her for the consultation and funding for COVID learning loss.

Carried

Committees

Audit Committee

No meeting prior to this meeting.

Education Committee (March 23rd)

The minutes of the March 23rd Education Committee meeting were provided for review.

Resolution # 20220406012BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve collaborative days for the 2023-2024 school year to be used consistently in all the schools to achieve the division's goals.

Carried

Resolution # 20220406013BOT

Moved By: M. Copley

Motion that Chinook's Edge School Division Board of Trustees direct the Superintendent to bring back data points regarding collaborative days and calendar days to move learning forward by December 2022.

Carried

Resolution # 20220406014BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees ratify the request to send a letter to Alberta Health Services for clarity of YES Program Funding

Carried

Resolution # 20220406015BOT

Moved By: S. Cooper

Motion that Chinook's Edge School Division Board of Trustees create an ADHOC committee consisting of three trustees and an alternate and superintendent or designate to develop the pillars, processes and framework to look into flourishing stories and innovation. This committee will stand until June 2023.

Carried

Resolution # 20220406016BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve the following trustees to sit on the Flourishing Stories and Innovation ADHOC Committee:

Melissa Copley - Chair

De Anne Hutchison

Kathy Kemmere

Sherry Cooper (A)

Carried

Facilities and Maintenance Committee

No meeting prior to this meeting.

Governance Effectiveness Committee

No meeting prior to this meeting.

Policy Committee (March 18th)

Board representative S. Cooper provided an update from the 2022 March 18th Policy Committee Meeting. The minutes of the meeting were provided for review.

Resolution # 20220406017BOT

Moved By: G. Kerr

Motion that Chinook's Edge School Division Board of Trustees approve PL 3-08.1.3 Surplus Land and Buildings as amended.

Carried

Stakeholder Relations Committee (March 16th)

Board representative T. Leslie provided an update from the 2022 March 16th Stakeholder Relations Committee meeting (Whiteboarding session). The minutes of the meeting were provided for review.

Transportation Committee (March 18th)

Board representative L. Wagers provided an update from the 2022 March 18th Transportation Committee Meetings. The minutes of the meeting were provided for review.

Regular Business

Enrolments

Superintendent K. Sacher shared enrolment numbers as of March 31, 2022.

Correspondence

Board Chair H. Bilton reviewed the following correspondence:

- A letter from Holli Smith, Board Chair, Prairie Land Public School Division, dated March 4, 2022 regarding the K-6 draft curriculum.
- A response from the Honourable Jason Copping, Minister of Health, dated March 24th, 2022 regarding mental health.

Trip Requests - none received

No requests received prior to this meeting.

Trustee Remuneration and Expenses

Board Chair H. Bilton called for trustee remuneration and expenses for March 2022.

Board Work Plan - 2021/2022

The Board Work Plan was provided for review.

Alberta School Boards Association

Board Representative J. Swainson updated the Board on the following ASBA Zone 4 items:

- The highlights from the ASBA Zone 4 March 28th meeting.
- The next ASBA Zone 4 meeting is April 25th online.
- The May meeting will be blended.
- Red Deer Catholic will be hosting the Edwin Parr Banquet.

Canadian School Boards Association

Save the date: CSBA Congress 2022 is being held on July 6-8, 2022 at the Sheraton Cavalier Hotel in Saskatoon, SK.

National School Boards Association

Nothing to report at this time.

Rural Caucus

Trustee L. Wagers on behalf of Board Representative T. Leslie provided an update from the 2022 March 31st Rural Caucus Spring Meeting.

Trustee Professional Development Reports

Trustee M. Copley, L. Wagers and D. Hutchison provided an update on the professional development attended at Rural Symposium.

Trustee Round Table

Trustees provided updates from their wards.

Meeting Duration

Trustees discussed and agreed to 6.5 hours for reporting.

Adjournment

Resolution # 20220406018BOT

Moved By: M. Copley

Motion to adjourn the meeting at 3:26 p.m.

Carried

H. Bilton - Chair

M. Copley - Vice Chair

S. Russell - Corporate Secretary