



Board of Education

Date : Wednesday, December 13, 2017

Start time : 1:00 PM

Location : Boardroom

Call to Order

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

Trustees Absent: H. Bilton (attending a Rural Caucus meeting on behalf of the Board)

Staff: S. Bexon – Communications Officer, S. Russell – Associate Superintendent Corporate Services, K. Sacher – Superintendent/CEO, R. Hoppins – Associate Superintendent People Services, S. Babb – Executive Assistant to Superintendent/Recording Secretary, S. Westwood – Administrative Assistant, Corporate Services

Chair C. Butler called the meeting to order at 1:07 p.m.

Agenda Approval

Chair C. Butler called for additional agenda items.

Resolution #20171215010

Moved By: C. Huelsman

Motion to approve the agenda with the following addition:

3.6 Parent Letter of Concern

Carried

Minutes Approval

The minutes of the November 29, 2017 Board of Education meeting were provided for review.

Resolution #20171215012

Moved By: T. James

Motion to approve the minutes of the November 29, 2017 Board of Education meeting with the following amendment:

Resolution #20171130018 - M. Copley rather than M. and A. Copley

Carried

Resolution #20171215013

Moved By: G. Kerr

Motion to move the meeting In Camera at 1:09 p.m.

Carried

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

R. Hoppins left the meeting at 1:37 p.m.

Resolution #20171215015

Moved By: G. Kerr

Motion to return to the regular meeting at 1:39 p.m.

Carried

Personnel

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

Resolution #20171215017

Moved By: C. Huelsman

Motion to accept the personnel report as presented.

**Superintendent's
Personnel
Update**

Superintendent K. Sacher provided a personnel update during the In Camera portion of the meeting.

**Accounts
Payable**

The Accounts Payable cheques over \$500 and direct deposits for November 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**

No report at this time.

RECESS: 1:25 p.m.

RECONVENE: 1:30 p.m.

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

**1st Quarter
Financial Report
(September 1 to
November 30)**

Treasurer S. Roy attended the meeting to present the 1st Quarter Financial Report (September 1 to November 30). Overall, revenue and expenses are on track with the budget.

Resolution #20171215023

Moved By: A. Tarnoczi

Motion to accept the 2017-2018 first quarter financial report as presented.

Carried

**Trustee
Remuneration
Quarterly Report**

The Trustee remuneration quarterly report as of October 27, 2017 was provided for information.

**Transportation
Quarterly Report**

The Transportation quarterly report as of December 7, 2017 was provided for information.

**PL 3-05.1.0
(Financial
Administration)**

As a requirement of PL 3-05.1.0 (Financial Planning), Superintendent K. Sacher provided an update on the timelines of meeting the reporting requirements outlined in Requirements and Limits 3 of the policy. Concern was expressed regarding the timing of the report as meeting dates with stakeholder groups (SAT, ADCOS, RAWG) are still being planned. It was noted

that the timelines may also be modified based on the timing of the government's announcement.

The Trustees agreed that the Policy Committee should discuss the requirements further to provide clarity and also revisit the date for presenting the planned timelines.

Resolution #20171215027

Moved By: S. Cooper

Motion that Chinook's Edge School Division No. 73 Board of Education refer PL 3-5.1.0 Financial Planning to the Policy Committee for further review.

Carried

Audit Committee	No report at this time.
Finance Committee	No report at this time.
Education Committee	The minutes of the November 29, 2017 Education Committee meeting were provided for review
Facilities and Maintenance Committee	No report at this time.
Parents Matter Committee	No report at this time.
Public Consultation Committee	No report at this time.
Policy Committee	No report at this time.
Teachers Matter	No report at this time.
Technology Committee	Trustee G. Kerr provided a verbal update from the November 29th Technology Committee meeting. The minutes of the meeting were provided for review.
Transportation Committee	No report at this time.
Superintendent Update	Superintendent K. Sacher provided a verbal update: Math Assessment Partnership - L. Steele and her team are meeting with Edmonton Public in January to work with them on a partnership that may lead to common assessment tools for teachers. COLT Off-site (December 4th) - A summary of the day was provided. ADCOS (December 6th) - A summary of the day was provided.

Concerns regarding Program Unit Funding - Issues regarding staff costs going up (travel in rural Alberta) and funding not doing the same were discussed. This will be discussed further at the Zone 4 meeting and at the Rural Caucus meeting with possible advocacy by the CESD Board at a later date.

Middle School Reporting - The first report card was out early this week. A survey has been sent to parents. There have been some struggles but feedback from administrators at the middle school level has been positive.

Office Renovation - The Division Office renovation has been saved for over the last 10 years as IMR funds do not cover the building. Most of the work has been contracted out. The relocation of the IMC in Bowden will save approximately \$30,000 per year.

Community Learning Campus

No report at this time.

Enrolments

Superintendent K. Sacher reviewed division enrolments as of December 1, 2017.

Correspondence

Chair C. Butler reviewed the following correspondence:

- Copies of the recent letters sent on behalf of the Board were circulated and collected at the meeting.
- A Christmas card from Mountain View County was received.

Trip Requests

No trip requests were received. A list of all of the field trips approved for 2017/2018 was provided for information.

Trustee Remuneration and Expenses

Chair C. Butler called for Trustee Remuneration and Expense sheets for December.

Board Strategic Plan - 2017/2018

The Board Strategic Plan for 2017/2018 was provided for review.

Board Work Plan - 2017/2018

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

Alberta School Boards Association

An update was provided on recent ASBA items:

- A verbal update was provided from the December 4th ASBA Zone 4 meeting.
 - MLAs are being invited to attend the February 26th Zone 4 meeting.
 - The Ever Active Schools 2018 Shaping the Future Conference is being held January 30th to February 3rd in Lake Louise.
- The next Zone 4 meeting is being held on January 22nd in Stettler. Please let S. Westwood know if you are planning to attend.
- The ASBA Winter Leadership Academy is being held January 14-16, 2018 at the DoubleTree Hotel in Edmonton. All trustees who attend the academy will receive a \$100 discount at the Summer Leadership Academy in Canmore (August 25-27, 2018). The cost of registration is \$725. Please let S. Westwood know if you are planning to attend.
- The 2018 SGM is being held June 4-5, 2018 at the Sheraton Hotel in Red Deer.

Please let S. Westwood know if you are planning to attend. T. James requested that a room be booked for her.

**Public School
Boards
Association**

No report at this time.

**Canadian School
Boards
Association**

The Annual CSBA Conference will be held in Halifax, Nova Scotia from July 4-7, 2018.

In light of the government's position regarding spending money on non essential travel, the Trustees discussed whether to send anyone to the CSBA or NSBA Conferences. It was agreed that if any of the Trustees are interested in attending either conference, they should present to the Board at the next meeting on why they want to attend and what they hope to bring back of value to the Board.

A request was made that whenever possible registration and hotel rates be provided in the background for meetings and conferences.

**National School
Boards
Association**

The NSBA Annual Conference is being held in San Antonio, Texas April 7-9, 2018.

Rural Caucus

No report at this time.

**Meeting
Evaluation**

Trustee G. Kerr provided an evaluation of the meeting.

Resolution #20171215052

Moved By: S. Cooper

Motion to adjourn the meeting at 3:37 p.m.

Carried

C. Butler - Chair

H. Bilton - Vice Chair

S. Russell - Corporate Secretary