

# Minutes of the Regular Board of Trustees Meeting of Northern Gateway Public Schools

November 13, 2018

Board Room of the Division Office in Whitecourt, AB

---

**Opening**

**A. Opening**

**Call to Order  
and Roll Call**

**1. Call to Order and Roll Call**

The November 13, 2018, meeting was called to order by Chair Muir at 5:08 p.m.

Chair Judy Muir, Trustees, Diane Hagman, Sherry Jeffreys, Barb Maddigan, Anita Portsmouth, Gerry Steinke, Ethen Thesen, Linda Wigton and Administrators Kevin Andrea, Superintendent, Michelle Brennick, Deputy Superintendent, Leslee Jodry, Assistant Superintendent, Lachlan Whatley, Secretary – Treasurer and Wendy Robertson, Recording Secretary, were present at this time.

Lisa Bakos, Communications Officer, was present at this time.

**Additions/Deletions  
to the Agenda**

**2. Additions/Deletions to the Agenda**

N/A

**Acceptance of Agenda**

**3. Acceptance of Agenda**

3894-18

Moved by Trustee Wigton – that the agenda for the November 13<sup>th</sup>, 2018 Regular Board Meeting be adopted as presented.

Motion Carried

**Minutes of the  
October 30<sup>th</sup>, 2018  
Organizational Meeting**

3895-18

**C. Minutes of the October 30<sup>th</sup>, 2018  
Organizational Meeting**

Moved by Trustee Wigton– that the minutes of the October 30<sup>th</sup>, 2018 Organizational Meeting be adopted as presented.

Motion Carried

**Minutes of the  
October 30<sup>th</sup>, 2018  
Regular Board Meeting**

3896-18

**C. Minutes of the October 30<sup>th</sup>, 2018  
Regular Board Meeting**

Moved by Trustee Jeffreys – that the minutes of the October 30<sup>th</sup>, 2018 Regular Board Meeting be adopted as amended.

Motion Carried

**Appointments and  
Delegations**

**B. Appointments and Delegations**

Leslee Jodry – Assistant Superintendent

***Draft AERR/3 Year Education Plan***

Assistant Superintendent Jodry shared with the Board the format, information and data that schools will share with trustees during their annual individual School Results Review presentations which will take place at the end of November. Jodry reviewed the Division's overall results with the Board.

Presentation is attached for information.

Leslee Jodry completed her report at 5:50p.m.

**Action Items**

**Special Board Meeting**

3897-18

**Annual School  
Operational Viability  
Report**

3898-18

**ASBA/PSBAA**

**D. Action Items**

**Special Board Meeting**

Moved by Trustee Portsmouth– that the Board schedule a Special Board Meeting on November 29<sup>th</sup>, 2018 for approving the AERR, Fall Budget Report and to receive the Audit Report, to commence at 3:15 p.m.

Motion Carried

**Annual School Operational Viability Report**

Moved by Trustee Jeffreys – that the Board accept the Annual School Operational Viability Report as presented.

Motion Carried

**ASBA/PSBAA**

ASBA:

No report.

Next Zone 2/3 meeting is on November 23<sup>rd</sup>. This is a half day meeting.

Administration received a copy of letter from ASBA President, Lorrie Jess, addressed to Minister Eggen, thanking him for meeting with them to discuss the results of the survey ASBA conducted on the subject of the Alberta Education Business Plan.

PSBAA:

No report.

## Superintendent's Report

## Superintendent's Report

Written report provided for information.

Additional information:

Playground Pilot Project:

Alberta Education has released the Playground Submission Template in order to work with school boards to further support the construction or replace of playgrounds in this province.

The template outlines the criteria to use to determine the projects deemed the highest priority playground project for schools.

Required Conditions:

- School has a Kindergarten to Grade 6 component.
- School was not part of the recent playground announcements (the complete list of approved projects can be found at: <https://education.alberta.ca/school-infrastructure/current-school-projects/>)
- Playground has not received any other government grants such as the Community Facility Enhancement Program grant from the Ministry of Culture and Tourism.
- Funding will not be used to reimburse previous expenditures on playground projects.
- School does not currently have a playground OR Playground will need to be removed within the next few years because it will no longer meet the Canadian Standards Association (CSA) playground standards.

Supporting Criteria (Note: At least one must apply)

- Playground plays an integral part in the physical education program at the school.
- Current playground is not suitable for the current grade configuration of the school.
- Current playground is too small for the number of students in the school.
- The school has a nutrition program for students.

Administration will present to the Board their submission prior to sending to Alberta Education.

Finance

Finance

No reports.

By-Election  
Preparation

By-Election Preparation

Provided for information.

HSC Variance Application

HSC Variance Application

Pamphlet provided for information.

Northern Gateway Public Schools has applied for approval to form a single joint work site health and safety committee (HSC) for the Division.

Trustee Honoraria

Trustee Honoraria

a) Trustee Operating Costs:

- What is being charged to Governance under the Trustee Operating Costs? Administration to provide a detailed report as to what is being

charged to each category, at the December 11<sup>th</sup> Board meeting.

- Administration to bring back costs for the Annual Staff Awards Evening.

**b) 7% Increase on Honoraria:**

In the 2017 federal budget, the federal government eliminated the one-third tax exemption for provincial and municipal elected officials. The change comes into effect on January 1<sup>st</sup>, 2019.

The 7% increase will provide the loss of post-tax income school trustees will experience.

3899-18

Moved by Trustee Steinke – that trustee honoraria rates be increased by 7%, and that the annual honorarium rate for the Board Chair be increased to \$5,350.00, effective January 1<sup>st</sup>, 2019:

- 1.1.1 - \$65.00 per quarter day;
- 1.1.2 - \$120.00 per half day;
- 1.1.3 - \$180.00 per three-quarter day;
- 1.1.4 - \$235.00 per full day;
- 1.1.5 - \$300.00 per one and one-quarter day;
- 1.1.6 - \$355.00 per one and one-half day.

Trustee Hagman asked for a recorded vote.

Trustee Muir	in favor
Trustee Maddigan	in favor
Trustee Wigton	in favor
Trustee Steinke	in favor
Trustee Jeffreys	in favor
Trustee Portsmouth	in favor
Trustee Hagman	opposed
Trustee Thesen	opposed

Motion Carried

c) Redirection Ideas for Governance:

Report provided for information.

**Enrolment Report**

**Enrolment Report**

Provided for information.

**Board Annual Work Plan**

**Board Annual Work Plan**

Provided for information.

**Motion Review Cycle**

**Motion Review Cycle**

Provided for information.

**Additional Report Items**

**Additional Report Items**

Nil

3900-18

Moved by Trustee Wigton– that the Board accept Information/Reports E1- E9 as information.

Motion Carried

**Topics for Future Discussions**

F. **Topics for Future Discussions**

Nil

**Requests for Information**

**G. Requests for Information**

Nil

**Meeting Highlights**

**H. Meeting Highlights**

1. Presentation: Results Review
2. Meeting with Auditor
3. Special Meeting of the Board
4. Annual School Operational Viability Report
5. HSC Variance

Lisa Bakos, Communication Officer, left the meeting at 7:32 p.m.

**In-Camera Items**

**I. In-Cameral Items**

3901-18

Moved by Trustee Maddigan – that the Board go in-camera at 7:35 p.m. and that Kevin Andrea, Michelle Brennick, Lachlan Whatley and Wendy Robertson be invited to remain.

Motion Carried

Trustees Judy Muir, Gerry Steinke and Ethen Thesen left the meeting at 7:36 p.m. due to conflict of interest.

3902-18

Moved by Trustee Portsmouth—that the Board come out of in-camera at 7:45 p.m.

Motion Carried



Trustees Judy Muir and Gerry Steinke returned to the meeting at 7:46 p.m.

Adjournment

3903-18

I.

Adjournment

Moved by Trustee Portsmouth- that the meeting be adjourned at 7:47 p.m.

Motion Carried

---

Board Chair

---

Secretary-Treasurer