

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

June 25<sup>th</sup>, 2019

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 June 25<sup>th</sup>, 2019, meeting was called to order by Chair Muir at 5:05 p.m.

Chair Judy Muir, Trustees, Diane Hagman, Barb Maddigan, Christine Peck, Anita Portsmouth, Gerry Steinke, Linda Wigton and Administrators Kevin Andrea, Superintendent, Michelle Brennick, Deputy Superintendent, Leslee Jodry, Assistant Superintendent and Wendy Robertson, Recording Secretary, were present at this time.

Rhett Czaban, Director of Transportation, Randy Lovich, Director of Maintenance and Lisa Bakos, Communications Officer, were present at this time.

David Turcotte, Principal, Percy Baxter School, Brenda Rawluk, Assistant Principal, Percy Baxter School, Anne Martens, Principal, Pat Hardy Primary School, (Noe's mother) and Noe Champagne, student from Percy Baxter School, were present at this time.

Trustee Ethan Thesen was absent from the meeting.

Trustee Sherry Jeffreys was absent from the meeting at this time.

## Appointments and Delegations

### B. Appointments and Delegations

David Turcotte, Principal, Percy Baxter School, Brenda Rawluk, Assistant Principal, Percy Baxter School, Anne Martens, Principal, Pat Hardy Primary School, (Noe's mother) and Noe Champagne, student from Percy Baxter School.

Board presentation, Honouring Spirit: Indigenous Student Award Recipient and Honourable Mention:

*Noe Champagne*, Grade 7 student at Percy Baxter School, was one of NGPS' nominees and received an Honourable Mention from the provincial committee.

Noe is a fantastic student and a kind and caring person who regularly puts forth a positive attitude and inspires others to be positive too. Noe has been awarded one of Percy Baxter's most prestigious accolades, being named a Percy Baxter School Citizen and Ambassador for his support of other students and for always going the extra mile with leadership tasks and initiatives. Noe works well with others, is a member of the school basketball team and is committed to achieving his goals and taking responsibility for his own learning.

*Rowyn Mustus*, Grade 11 student at Onoway Jr/Sr High School, was one of NGPS' nominees and was one of 12 provincial award recipients. Rowyn was unable to attend the Board presentation of his award.

Trustee Sherry Jeffreys, entered the meeting at 5:21 p.m.

David Turcotte, Principal, Percy Baxter School, Brenda Rawluk, Assistant Principal, Percy Baxter School, Anne Martens, Principal, Pat Hardy Primary School, (Noe's mother) and Noe Champagne, left the meeting at 5:22 p.m.

**Additions/Deletions to the Agenda**

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

D.8 Policy 10 removed from Board agenda.  
D.10.a) Add to Board Agenda – Fox Creek Iceland Field Trip

**Acceptance of Agenda**

**3. Acceptance of Agenda**

4019-19

Moved by Trustee Portsmouth – that the agenda for the June 25<sup>th</sup>, 2019 Regular Board Meeting be adopted as amended.

Motion Carried

**Minutes of the June 11<sup>th</sup>, 2019 Regular Board Meeting**

**C. Minutes of the June 11<sup>th</sup>, 2019 Regular Board Meeting**

4020-19

Moved by Trustee Portsmouth– that the minutes of the June 11<sup>th</sup>, 2019 Regular Board Meeting be adopted as presented.

Motion Carried

**Action Items**

**Board Self-Evaluation**

4021-19

**D. Action Items**

**Board Self-Evaluation**

Moved by Trustee Portsmouth – that the Board approve the Board self-evaluation report as developed at the facilitated workshop of June 13<sup>th</sup>, 2019.

Motion Carried

4022-19

Moved by Trustee Hagman – that the Board Chair be authorized to monitor the priorities and suggestions agreed to with the Board Self-Evaluation report and bring items forward for Board consideration.

Motion Carried

4023-19

Moved by Trustee Peck – that the Board review the progress of the priorities and suggestions of the Board Self-Evaluation report twice yearly.

Motion Carried

**Superintendent  
Evaluation Report**

4024-19

**Superintendent Evaluation Report**

Moved by Trustee Wigton – that the Board approve the Superintendent evaluation report as developed during the evaluation workshop of June 13<sup>th</sup>, 2019 as an accurate accounting of the Superintendent's performance for the period June 1<sup>st</sup>, 2016 to June 13<sup>th</sup>, 2019 and further that the Board authorize the Chair to sign the report on the Board's behalf.

Motion Carried

**Locally Developed Courses**

4025-19

**Locally Developed Courses**

Moved by Trustee Portsmouth – that the Board approve to reauthorize the use of the following Locally Developed Course acquired from Grande Yellowhead Public School Division No. 77 from September 1<sup>st</sup>, 2019 – August 31<sup>st</sup>, 2020: Foundations in Industry Workplace Safety 35 (5 credits). Resources used to teach the course are listed in the Learning Resources of the Course Details, and

acquired from Calgary School District No. 19 from September 1<sup>st</sup>, 2019 – August 31<sup>st</sup>, 2021: Academic Achievement through English Language Development 12 (3 credits). Academic Achievement through English Language Development 15 (3 credits) and Academic Achievement through English Language Development 25 (3 credits) and Academic Achievement through English Language Development 35 (3 credits). Resources used to teach the course are listed in the Learning Resources of the Course Details.

Motion Carried

**Preliminary Budget  
2019 – 2020**

4026-19

**Preliminary Budget 2019 – 2020**

Moved by Trustee Hagman – that the Board approve the Budget Report ending August 31<sup>st</sup>, 2020, as presented.

Motion Carried

**Energy Retrofit Project**

4027-19

**Energy Retrofit Project**

Moved by Trustee Hagman – that the Board approves the use of Division reserves to the amount of two million seven hundred thousand dollars to support the Energy Retrofit Project and to establish a repayment plan over 20 years from the Maintenance Department.

Motion Carried

**Rescind Motion  
No. 3691-19**

4028-19

**Rescind Motion No. 3961-19**

Moved by Trustee Portsmouth – that the Board rescind Motion No. 3691-19 that read: "That By-Law 2-19 to borrow the sum or sums not not exceeding at any one time two million seven hundred thousand dollars receive first reading.

Motion Carried

**Energy Retrofit  
By-Law 4-19**

4029-19

**Energy Retrofit By-Law 4-19**

Moved by Trustee Hagman – that this item Energy Retrofit By-Law 4-19 be removed from the agenda.

Motion Carried

Randy Lovich, Director of Maintenance, left the meeting at 6:44 p.m.

### Alternate Seat Fee Option

4030-19

### Alternate Seat Fee Option

Moved by Trustee Wigton – that the Board offer an alternate seat fee option for eligible students (students who live 2.4 km or more away from their designated school), where students would be able to use any seat, on any bus, within the student’s catchment area, as long as there are seats available and are limited to one alternate seat on one alternate route; and, that ineligible students (students who live 2.4 km or less away from their designated school) would also have the option, but would have to pay an alternate seat fee of \$350.00.

Motion Defeated

4031-19

Moved by Trustee Steinke – that the Board authorize the Policy Committee to look at the Alternate Seat Fee Option this year with a recommendation coming back to the Board.

Motion Carried

### Policy

Policy 7 - “Board

4032-19

### Policy

Policy 7 – “Board Operations”

Moved by Trustee Maddigan – that the Board affirm Policy 7 – “Board Operations” as amended.

Motion Carried

### Policy 8 – “Committees of the Board”

4033-19

### Policy 8 – “Committees of the Board”

Moved by Trustee Maddigan – that the Board affirm Policy 8 – “Committees of the Board” as amended.

Motion Carried

**Policy 11 – “Board Delegation of Authority”**

4034-19

**Policy 11 – “Board Delegation of Authority”**

Moved by Trustee Maddigan – that the Board affirm Policy 11 – “Board Delegation of Authority” as presented.

Motion Carried

Board Chair Judy Muir absent from the vote.

**Policy 12 – “Role of the Superintendent”**

4035-19

**Policy 12 – “Role of the Superintendent”**

Moved by Trustee Maddigan – that the Board affirm Policy 12 – “Role of the Superintendent” as presented.

Motion Carried

Board Chair Judy Muir absent from the vote.

**Policy 13 – “Appeals and Hearings Regarding Student Matters”**

4036 – 19

**Policy 13 – “Appeals and Hearings Regarding Student Matters”**

Moved by Trustee Maddigan – that the Board affirm Policy 13 – “Appeals and Hearings Regarding Student Matters” as amended.

Motion Carried

Board Chair Judy Muir absent from the vote.



**Policy 14 – “Hearings on Teacher Transfers”**

4037-19

**Policy 14 – “Hearings on Teacher Transfers”**

Moved by Trustee Maddigan – that the Board affirm Policy 14 – “Hearings on Teacher Transfers” as presented.

Motion Carried

Board Chair Judy Muir absent from the vote.

**Policy 15 – “School Operational Viability”**

4038-19

**Policy 15 – “School Operational Viability”**

Moved by Trustee Maddigan – that the Board affirm Policy 15 – “School Operational Viability” as presented.

Motion Carried

**Policy 16 – “School**

4039 – 19

**Policy 16 – “School Closure”**

Moved by Trustee Maddigan – that the Board affirm Policy 16 – “School Closure” as presented.

Motion Carried

**Policy 17 – “Recruitment and Selection of Personnel”**

4040-19

**Policy 17 – “Recruitment and Selection of Personnel”**

Moved by Trustee Maddigan – that the Board affirm Policy 17 – “Recruitment and Selection of Personnel” as presented.

Motion Carried

**Policy 18 – “Student Transportation Services”**

4041-19

**Notice of Motion**

4042-19

**Additional Action Items**

**Fox Creek Field Trip to Iceland**

4043-19

**Information/Reports**

**ASBA/PSBAA**

**Policy 18 – “Student Transportation Services”**

Moved by Trustee Maddigan – that the Board affirm Policy 18 – “Student Transportation Services” as amended.

Motion Carried

**Notice of Motion**

Moved by Trustee Hagman – For the Next regularly scheduled Board meeting a Notice of Motion will be issued that regular Board Meetings be scheduled during regular work hours at the Division Office in Whitecourt, pending a Financial Report of costs for day/evening meetings.

Motion Carried

**Additional Action Items**

**Fox Creek Field Trip to Iceland**

Moved by Trustee Steinke – that the Board approve in principle the Fox Creek School to participate in the Alberta/Iceland (ALICE) Student Exchange Program to travel to Iceland from October 9<sup>th</sup> – October 18<sup>th</sup>, 2019.

Motion Carried

**E. Information/Reports**

**ASBA/PSBAA**

**ASBA: (Linda Wigton)**

No report.

	<b>PSBAA: (Anita Portsmouth)</b>
	Report provided for information.
<b>Superintendent's Report</b>	<b>Superintendent's Report</b>
	Report provided for information.
<b>Finance</b>	<b>Finance</b>
	Report provided for information.
<b>Board Meeting Schedule</b>	<b>Board Meeting Schedule</b>
	Changes:
	Add August 27 <sup>th</sup> , 2019 as a Board Meeting date.
4044-19	Moved by Trustee Wigton – that the Board begin each Board meeting with the Land Acknowledgement, beginning with the August 27 <sup>th</sup> , 2019 Board Meeting.
	Motion Carried
<b>Board Annual Work Plan</b>	<b>Board Annual Work Plan</b>
	Changes:
	May:
	- Add 8 <sup>th</sup> bullet to read: "PSBAA Bylaw Amendments
	September:
	- Add 6 <sup>th</sup> bullet read: "Approve the Board/Trustee Development Plan"
	June:
	- Remove 5 <sup>th</sup> bullet.

**Motion Review Cycle**

**Motion Review Cycle**

Provided for information.

**Trustee Reports**

**Trustee Reports**

No reports

**Additional Report Items**

**Additional Report Items**

**Yellowhead Regional Library Report**

**Yellowhead Regional Library Report**

Provided for information.

4045-19

Moved by Trustee Wigton – that the Board accept Information/Reports E1- E8 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: Honouring Spirit: Indigenous Student Award Recipient and Honourable Mention
2. Budget 2019-20
3. Alternate Seat Fee Option

4. Policy Review
5. Locally Developed Courses
6. Fox Creek Iceland International Exchange

Michelle Brennick, Leslee Jodry, Milly McGregor, Lisa Bakos and Wendy Robertson, left the meeting at 9:36 p.m. due to a conflict of interest.

In-Camera Items

I. In-Camera Items

4046-19

Moved by Trustee Peck – that the Board go in-camera at 9:36 p.m. and that Kevin Andrea be invited to remain.

Motion Carried

Kevin Andrea, School Superintendent, left the meeting at 9:57 p.m.

4047-19

Moved by Trustee Portsmouth—that the Board come out of in-camera at 10:16 p.m.

Motion Carried

4048-19

Moved by Trustee Portsmouth – the Support/Admin Compensation Committee recommends no change to Courier rates.

Motion Carried

4049-19

Moved by Trustee Peck – the Support/Admin Compensation Committee recommends no change to Transportation contracts.

Motion Carried

Trustee Portsmouth left the room due to conflict of interest.

