

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

November 29, 2022 – 10:00 a.m.

Division Office Board Room in Whitecourt, Alberta

OPENING

Call to Order and Roll Call

A. OPENING

1. Call to Order and Roll Call

The November 29, 2022, meeting was called to order by Board Chair Barb Maddigan at 10:01 a.m.

Present at this time: Board Chair Barb Maddigan, Board Vice-Chair Christine Peck, Trustees Jim Hailes, Judy Muir, Gerry Steinke, Deb Koloski, Linda Wigton, and Diane Hagman; and Administrators Kevin Bird, Superintendent; Leslee Jodry, Deputy Superintendent; Tamara Spong, Secretary-Treasurer; and Nancy Whittaker, Recording Secretary.

Trustee Sally Petryshen was present via Zoom video conferencing.

Lisa Bakos, Communications Officer; and Tammy Davis, Learning Services Coordinator, were present at this time.

Treaty Land Acknowledgement

2. Treaty Land Acknowledgement

Vice Chair Christine Peck read the Treaty Land Acknowledgement.

Additions/Deletions to the Agenda

3. Additions/Deletions to the Agenda

- a) Item 7 in Information and Reports deleted at the request of Trustee Hailes
- b) Lunch Closure at Division Office added to Additional Report Items at the request of Trustee Hailes

Acceptance of the Agenda

4725-22

4. Acceptance of the Agenda

Moved by Trustee Linda Wigton: That the Agenda for the November 29, 2022, Regular Public Board Meeting be adopted as amended.

Motion Carried

DRAFT MINUTES OF THE NOVEMBER 8, 2022, REGULAR BOARD MEETING

4726-22

B. DRAFT MINUTES OF THE NOVEMBER 8, 2022, REGULAR BOARD MEETING

Moved by Trustee Deb Koloski: That the draft Minutes of the November 8, 2022, Regular Board Meeting, be approved as presented.

Motion Carried

APPOINTMENTS AND DELEGATIONS

C. APPOINTMENTS AND DELEGATIONS

Draft Annual Education Results Review

Deputy Superintendent Leslee Jodry and Learning Services Coordinator Tammy Davis presented the Draft Annual Education Results Review to the Trustees for information. A data set from the Government was delayed and therefore the deadline for submission has been extended. The draft was presented for information and a recommendation to accept the plan will be on the December 20, 2022, Regular Board Meeting Agenda. Questions from Trustees were answered by Administration as appropriate.

Tammy Davis left the meeting at 1:05 p.m.

ACTION ITEMS

Annual School Operational Viability Report

D. ACTION ITEMS

1. Annual School Operational Viability Report

Superintendent Kevin Bird presented the Annual School Operational Viability Report to the Trustees for information.

Clarification was provided regarding concerns about utilization rates (underutilization) and per-student funding. There will be no further viability studies for this school year.

4727-22

Moved by Trustee Gerry Steinke: That the Board accept the Annual School Operational Viability Report, as presented.

Motion Carried

Audited Financial Statements

2. Audited Financial Statements

The NGPS Audited Financial Statements for period ended August 31, 2022, were presented to the Board by Audit Committee Chair Christine Peck.

Questions regarding the surplus increase from last year, as well as detail on the Statement of Operations and differences between budget 2022 and actual 2022, were answered by Secretary-Treasurer Spong. Differences in instruction expenditures was explained as well as the use of grant money from last year.

4728-22

Moved by Vice-Chair Christine Peck: That the Board accept the Audited Financial Statements for the period ended August 31, 2022, as presented.

Motion Carried

Round table discussion regarding concern about the use and growing amount of school generated funds.

Superintendent Bird indicated that a correction to the school surplus amounts will be in the next budget. School generated funds have been identified by the auditors and the issue will also be dealt with next year.

4729-22

Moved by Trustee Linda Wigton: That Administration provides Trustees with some information on how the schools are generating and using school-based funds.

Further round table discussion. Trustees would also like clarity around fundraising.

Motion Carried

Finance Ad Hoc Committee Recommendations

3. Finance Ad Hoc Committee Report and Recommendations

Board Chair Barb Maddigan presented the remaining recommendations of the Finance Ad Hoc Committee.

Round table discussion and concerns expressed.

4730-22

Moved by Trustee Gerry Steinke: That the Board decline the recommendations of the Finance Ad Hoc Committee as presented.

Motion Carried

Trustee Hailes would like clarification from the Department of Education regarding the inequities of the funding model. Secretary-Treasurer responded that when the current model came out, the amount was frozen for three years. There are concerns about what the funding for next year will be as there will be a new model.

4731-22

Moved by Trustee Jim Hailes: That the Board write a letter to the Department regarding the inequity in the funding model for system administration.

Motion Carried

Trustee Muir suggested that the Finance Ad Hoc Committee be dissolved as its mandate has completed.

4732-22

Moved by Trustee Judy Muir: That the Finance Ad Hoc Committee be dissolved.

Motion Carried

Round table discussion regarding the current professional development schedule. The Policy Committee will review the schedule and bring a recommendation to the Board.

INFORMATION AND REPORTS

ASBA

E. INFORMATION AND REPORTS

1. ASBA (Board Chair Barb Maddigan) ASBA Zone 2/3 (Trustee Jim Hailes)

All Trustees except Trustee Hagman attended the ASBA Fall General Meeting. Vice-Chair Peck gave a synopsis of the conference. Trustee Hailes will give a Zone 2/3 report at the next Board meeting.

PSBAA

2. PSBAA (Board Vice-Chair Christine Peck)

Highlights from meetings have been sent to all Trustees. Some PSBC members feel that the association has political views to one party vs another. The Council will decide if a) all political parties are invited to meetings to discuss advocacy; b) only the governing party is invited; or c) only the governing party, but the Council would meet with the official opposition party separately. The Board will discuss further.

The PSBC schedule has changed for 2023, from three days to two.

Election issues were shared and many questions from other Boards came forward. PSBAA will work on guidelines.

Standing Committee Reports

3. Standing Committee Reports

The Audit Committee met, and information was provided to Trustees.

The Advocacy Committee will meet in late January to discuss election strategies.

Annual Community Engagement Plan

4. Annual Community Engagement Plan

The Committee is now more focused on Board relations with communities and will meet in January to bring a plan forward to the Board. Trustee Steinke suggested that 'school tours' would be an excellent topic for Committee review.

Superintendent's Report

5. Superintendent's Report

Superintendent Kevin Bird presented his report to the Trustees.

Sangudo lost power to some parts of the school due to a recent power outage in the community. Parents were notified and repairs were made. Parental concerns were examined, and the actions of the school were found to be appropriate.

Round table discussion regarding utilization rate formulas.

Financial Reports

6. Financial Reports

Secretary-Treasurer Tamara Spong presented the October Financial Summaries and Enrolment Report to the Trustees for information. Trustees were asked for feedback on the new format.

Board Annual Work Plan

7. Board Annual Work Plan

The Board Annual Work Plan is up to date.

Motion Review Cycle

8. Motion Review Cycle

The Motion Review Cycle is up to date.

Trustee Reports

9. Trustee Reports

Trustees Hagman and Koloski attended the Elmer Elson Council meeting – concern raised regarding challenges with education assistants staffing and wages.

Chair Maddigan: Attended Whitecourt Central School Council Meeting with school psychologist who gave a talk on reluctant learners. Report from Community Lunch Box staff. Pat Hardy Council meeting -- discussed volunteers and hot lunches.

Vice-Chair Peck: Won a door prize at PSBC, free registration for Spring General Meeting in Calgary!

Trustee Wigton: Attended Percy Baxter School Council, talked about election issues in Lac Ste Anne and there are concerns about Woodlands County. Attended community engagement session in Whitecourt – looking at ways to support students entering post-secondary education.

Trustee Steinke: Attended the community engagement meeting for the new school in Valleyview – thanks to Superintendent Bird for his excellent presentation. *Trustee Steinke suggested a letter of thanks be written from the Board Chair to the MD for progress made.*

Trustee Petryshen: Attended OAP School Council meeting and reported on the P3 funding. The MD is planning a community engagement meeting and asked if the Board had any topics to discuss. The ngpsTALK will open on

December 1 for community engagement. Trustee Petryshen will attend her first Rural Caucus meeting, December 15.

On behalf of the Board, Trustee Koloski congratulated Trustee Judy Muir for receiving the Queen Elizabeth II's Platinum Jubilee Medal which recognizes outstanding service from Albertans who have dedicated themselves to family, community, and country.

Upcoming Events

10. Upcoming Events

- November 30 and December 1, 2022 – Results Review
- December 20, 2022 – Regular Board Meeting
- January 17, 2023 – Regular Board Meeting with PSBAA Executives in attendance

Additional Report Items

11. Additional Report Items

- a) Division Office Lunch Hour Closure

Trustee Hailes expressed concerns with the office being closed during lunch -- the public should have access to services and the phone should be answered.

Superintendent Bird indicated that the office is not closed, and that the public can access by pressing the buzzer. There has been very little traffic at lunch. The reason for leaving reception vacant during the lunch hour is due to staffing expense and downtime.

Round table discussion.

4733-22

Moved by Trustee Linda Wigton: That the Board accept Information and Reports E1 – E11 as information.

Motion Carried

TOPICS FOR FUTURE DISCUSSIONS

F. TOPICS FOR FUTURE DISCUSSIONS (BY BOARD MOTION)

Board Chair Maddigan outlined the reasoning behind requiring a motion for topics for future discussions. Any requests should be the will of the Board and not by individual Trustee.

Round table discussion.

Requests for Information will be revised by adding 'from Administration'.

Superintendent Bird: Topics for Future Discussions are amongst Trustees, with incidental information being offered by Administration as appropriate. Requests for Information would be more in depth, would require more time, and should be requested by Board motion.

There was consensus amongst the Trustees that only Requests for Information would be by Board motion, but if there is a request for information during conversations on Topics for Future Discussions, it would also require a motion.

REQUESTS FOR INFORMATION

G. REQUESTS FOR INFORMATION (BY BOARD MOTION)

4734-22

Moved by Vice-Chair Christine Peck: That the Board request information about the new dual credit program and funding.

Motion Carried

4735-22

Moved by Trustee Linda Wigton: That Administration begins to work on practices that will best structure future Trustee elections to avoid issues.

Motion Carried

4736-22

Moved by Trustee Gerry Steinke: That the Board direct Administration to review procedures for taxing Trustees on mileage to Division office.

Motion Carried

MEETING HIGHLIGHTS

H. MEETING HIGHLIGHTS

- Annual School Operational Viability Report
- Audited Financial Statements
- Queen Elizabeth II's Platinum Jubilee Medal awarded to Trustee Judy Muir
- New Valleyview School Update

CLOSED SESSION

4737-22

I. CLOSED SESSION

Moved by Trustee Judy Muir: That the Board defer the Board Evaluation discussion until the next Board meeting.

Motion Carried

ADJOURNMENT

4738-22

J. ADJOURNMENT

Moved by Vice-Chair Christine Peck: That the meeting be adjourned at 4:37 p.m.

Motion Carried

Board Chair

Secretary-Treasurer