

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

December 20, 2022 – 10:00 a.m.

Division Office Board Room in Whitecourt, Alberta

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## OPENING

### Call to Order and Roll Call

## A. OPENING

### 1. Call to Order and Roll Call

The December 20, 2022, meeting was called to order by Board Chair Barb Maddigan at 10:02 a.m. Chair Maddigan appointed Vice Chair Christine Peck as Chair for the remainder of the meeting.

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

Board Chair Barb Maddigan and Trustees Sally Petryshen and Deb Koloski, were present via Zoom video conferencing.

Lisa Bakos, Communications Officer, was present at this time. Leslee Jodry, Deputy Superintendent was absent 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

Nil

**Acceptance of the Agenda**

4739-22

**4. Acceptance of the Agenda**

Moved by Trustee Jim Hailes: That the Agenda for the December 20, 2022, Regular Public Board Meeting be adopted as presented.

Motion Carried

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

4740-22

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

Moved by Trustee Jim Hailes: That the draft Minutes of the November 29, 2022, Regular Board Meeting, be approved as presented.

Motion Carried

**ACTION ITEMS**

**Annual Education Results Report 2021 - 22**

4741-22

**D. ACTION ITEMS**

**1. Annual Education Results Report 2021 - 22**

Moved by Superintendent Kevin Bird: That the Board accept the Annual Education Results Report 2021 – 22 as presented.

Motion Carried

**INFORMATION AND REPORTS**

**ASBA**

**PSBAA**

**E. INFORMATION AND REPORTS**

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

The ASBA Zone 2/3 Draft Minutes and Summary were forwarded to the Trustees prior to the meeting. There was a general discussion regarding the video recording of Board meetings. The Policy Committee has discussed this issue and will report at the next meeting.

**2. PSBAA (Board Vice-Chair Christine Peck)**

The Board will have a discussion in the new year regarding the political partisan/non-partisan position of PSBAA.

## Standing Committee Reports

### 3. Standing Committee Reports

#### Audit Committee

The Audit Committee met to review previous recommendations to the Board. The Education Act was reviewed and currently the Committee has a responsibility to review the policy on Trustee spending on a yearly basis. Committee Chair Peck asked the Board if this should continue to be the work of the Audit Committee, or if it should be part of the duties of the Finance COW or an Ad Hoc Committee. The Trustees had roundtable discussion.

- The external member is reconsidering his membership if the Audit Committee does not review Trustee spending and recommend improvements.
- The language in the policy may not be clear enough for the public.
- The role of the Committee should be a high-level overview of the overall budget.

4742-22

Moved by Trustee Linda Wigton: That the Board write a letter to the external member of the Audit Committee, clarifying his role as per Board policy and the Education Act, and inviting him to remain as a member, as his expertise and knowledge as a financial expert in the community is appreciated.

Round table discussion regarding clarification and interpretation of the language of Policy 8 Section 1.2.2.1

Vice Chair Peck requested that voting on the motion be deferred until later in the Board meeting so that the language of the policy can be clarified by the Policy Committee. Trustee Wigton was in agreement.

Motion Deferred

#### Advocacy Committee

The Committee met virtually on December 14. Discussion included an election plan and priorities, brochures, and the updated Advocacy Plan. The Committee has suggested that brochures be given to MLAs, local libraries, schools,

municipal offices, and school councils. A new format was also discussed.

The updated Advocacy Plan will be presented at the January meeting.

#### Policy Committee

A presentation will be given at the next Board meeting.

#### Rural Caucus

Trustee Petryshen presented her report from the December 15 meeting. The Committee will be seeking suggestions for election readiness in the new year:

- Advocating the value of the role of the trustee
- Learning gaps
- Bussing and transportation issues
- Mental health supports and speech language services in rural areas

*Deputy Superintendent Leslee Jodry joined the meeting at 10:45 a.m.*

### **Trustee Mileage Taxation**

#### **4. Trustee Mileage Taxation**

Superintendent Kevin Bird gave clarification on the rules for taxation on mileage.

- Mileage is taxable except where the Trustee lives 80 kilometres or more from Division office and receives employment or business income from a location that is at least 80 kilometres away.
- Employment income does not include investment or pension income.
- Income must be substantial as determined by CRA.

Trustees were asked to submit appropriate documentation to the Secretary-Treasurer if they feel they qualify.

### **Superintendent's Report**

#### **5. Superintendent's Report**

Superintendent Bird reviewed the new Code of Professional Conduct for Teachers and Teacher Leaders (effective January 1, 2023).

Concerns were raised by Trustees regarding potential legal challenges and the need to protect teachers.

Round table discussion around the language of the document and the lack of consultation with Boards.

4743-22

Moved by Trustee Jim Hailes: That a letter be written to ASBA and PSBAA expressing the Board's concerns on how the Code of Conduct document was developed and the lack of consultation with Trustees.

The Trustees had further round table discussion regarding lack of consultation. Trustee Wigton confirmed that an email was sent from the Deputy Minister's Office regarding the formation of a panel to hear appeals, and there was a public survey launch on September 20<sup>th</sup>. Concerns should be brought to ASBA Zone 2/3.

Motion Carried

Trustee Steinke requested information on how the document will be communicated to teachers, and if parents will be notified.

Superintendent Bird: the Division will engage with the ATA, followed by discussions with non-unionized staff.

## Financial Reports

### 6. Financial Reports

Secretary-Treasurer Tamara Spong presented the November Financial Summaries and Enrolment Report to the Trustees for information.

## 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

Trustee Hagman: Committee work and attended Elmer Elson Christmas Concert.

Trustee Wigton: Committee work and Board of Directors meeting is ongoing. Stepped down from the ASBA Advocacy Committee.

Trustee Steinke: Engaging with the community regarding the new school in Valleyview.

Trustee Petryshen: Discussions with community continues for new Valleyview School. Attended Advocacy and Rural Caucus committee meetings as well as the OAP Christmas Concert.

Trustee Koloski: Attended Policy Committee meeting.

Chair Maddigan: Percy Baxter school council met. Encouraging parent engagement in ngpsTALK for Pat Hardy and Central School. Attended YRL Annual Organizational Meeting, was nominated and will continue to be the Division representative on the Board of Directors.

### **Audit Committee Motion 4742-22 Revisited**

Trustee Steinke met with members of the Policy Committee. As the financial role of the Audit Committee is adequately outlined in Section 1.2.1.5, the Policy Committee recommends removing Section 1.2.2 Finance from Policy 8.

4744-22

Moved by Trustee Gerry Steinke: That Section 1.2.2, titled 'Finance', be removed from Policy 8.

Motion Carried

### **Addition to the Agenda**

Trustee Muir requested Board approval to add the Meeting Record from the November 18, 2022, meeting of the Group Benefits Insurance Plan Administrative Committee to the Agenda, with an Action Item for Board motion.

There was general consensus among the Group Benefits Committee members to accept the negotiated rate increase and renew the benefits package with Manulife.

4745-22

Moved by Trustee Judy Muir: That the Board accept the negotiated rate increase of 5.7% for the Manulife benefits plan for Trustees and support staff.

Motion Carried

**Audit Committee  
Deferred Motion 4742-22**

4742-22

Moved by Trustee Linda Wigton: That the Board write a letter to the external member of the Audit Committee, clarifying his role as per Board policy and the Education Act, and inviting him to remain as a member, as his expertise and knowledge as a financial expert in the community is valued and appreciated.

Motion Carried

**Upcoming Events**

**10. Upcoming Events**

- January 17, 2023 – Regular Board Meeting with PSBAA Executives in attendance
- February 14, 2023 – Regular Board Meeting
- March 5 to 7, 2023 – Alberta Rural Education Symposium

**Additional Report Items**

**11. Additional Report Items**

Nil

4746-22

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)**

Trustee Wigton requested future discussion on having auditors meet with Trustees to present the audit, answer questions, and have discussions prior to the Board approving the audited financial statements.

Trustee Muir requested discussion about the recent results review.

The Board scheduled a Committee of the Whole Meeting for January 16, 2023, at 10:00 a.m. (virtual via Google Meet) to discuss the Results Review and Pre-Kindergarten transportation. The Audit discussion will take place during this meeting or the next Finance Committee of the Whole meeting.

**REQUESTS FOR INFORMATION**

4747-22

**G. REQUESTS FOR INFORMATION (BY BOARD MOTION)**

Moved by Trustee Linda Wigton: That the Board receives a report on the impacts of the new Code of Professional Conduct for Teachers and Teacher Leaders, when more information is available.

Motion Carried

**MEETING HIGHLIGHTS**

**H. MEETING HIGHLIGHTS**

- Acceptance of the Annual Education Results Report 2021-22

**CLOSED SESSION**

4748-22

**I. CLOSED SESSION**

Moved by Trustee Diane Hagman: That the Board move to Closed Session at 1:28 p.m.

Motion Carried

Superintendent Kevin Bird, Deputy Superintendent Leslee Jodry, and Secretary-Treasurer Tamara Spong were invited to stay.

*Electronic Recording stopped at 1:28 p.m.*

4749-22

Moved by Trustee Linda Wigton: That the Board move out of Closed Session at 2:12 p.m.

Motion Carried

**ADJOURNMENT**

4750-22

**J. ADJOURNMENT**

Moved by Trustee Jim Hailes: That the meeting be adjourned at 2:13 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer