

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

January 17, 2023 – 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 January 17, 2023, meeting was called to order by Board Chair Barb Maddigan at 10:06 a.m.

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

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

### 4. Acceptance of the Agenda

4751-23

Moved by Trustee Deb Koloski: That the Agenda for the January 17, 2023, Regular Public Board Meeting be adopted as presented.

Motion Carried

**DRAFT MINUTES OF THE DECEMBER 20, 2022, REGULAR BOARD MEETING**

4752-23

**B. DRAFT MINUTES OF THE DECEMBER 20, 2022, REGULAR BOARD MEETING**

Moved by Trustee Sally Petryshen: That the draft Minutes of the December 20, 2022, Regular Board Meeting be approved as presented.

Motion Carried

**ACTION ITEMS**

**Policy 2 Role of the Board**

4753-23

**C. ACTION ITEMS**

**1. Policy 2 Role of the Board**

Trustee Steinke outlined the reasons for the recommended amendments by the Policy Committee. The appendices referring to Trustee development should be removed from the policy for this year pending budget review. The Trustee development plan is reviewed and approved annually at the Organizational Meeting.

Moved by Trustee Gerry Steinke: That Policy 2 be amended by removing the reference to Appendix B in Section 6.2, and also removing Appendices B and C.

Motion Carried

**Policy 7 Board Operations**

4754-23

**2. Policy 7 Board Operations**

Trustee Steinke explained the proposed amendment to Sections 9.1 and 9.2 of the policy regarding audio/video recordings, specifically eliminating the need to have prior approval from the Board Chair, as well as deleting Division digital files after three months. Vice Chair Peck recommended a wording change to the proposed amendment to specify Division recordings. Trustee Hailes recommended approval by the Board Chair, of recording devices being used by people in the gallery during Board meetings. Proposed policy re-wording:

**9.1** The Division electronic recordings of Board Meetings shall be posted online for a period of three (3) months, at which point those recordings shall be deleted online and from Division files.

Moved by Trustee Gerry Steinke: That the Board reaffirm Policy 7, Board Operations, as amended.

Motion Amendment

Moved by Trustee Jim Hailes: That any outside agency in the gallery wishing to record the meeting identify themselves at the beginning of the meeting.

Round table discussion.

Amended Motion Defeated

Motion Carried

**INFORMATION AND REPORTS**

**D. INFORMATION AND REPORTS**

**ASBA**

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

The ASBA Zone 2/3 Report will be presented at the February Board Meeting.

**PSBAA**

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

The deadline for Special Recognition Awards is March 31. Nomination forms have been forwarded to Trustees.

**Standing Committee Reports**

**3. Standing Committee Reports**

Advocacy Committee

The 2022 – 23 Advocacy Plan was presented to the Trustees for information by Trustee/Committee Chair Linda Wigton. A plan for the spring provincial election is not included and Trustee Wigton requested round table discussion regarding an election strategy. The Advocacy Committee will develop two 'pitches' on behalf of the Board to present to MLAs ahead of the spring provincial election.

Policy Committee

Trustee/Committee Chair Steinke informed the Board that the Committee is working on Policy 2, specifically school calendar, and has developed a framework for a new policy to present to the Board at a future meeting.

The Board recently had a workshop discussion on Policy 1 and the Committee will be reviewing and revising the policy.

Round table discussion regarding school calendar and whether to add detail to the existing Policy 2 or create a new policy.

## **Superintendent's Report**

### **4. Superintendent's Report**

Superintendent Bird presented his report to the Trustees for information.

Feedback is requested from the Board regarding the draft school calendar for 2023-24. Round table discussion. The draft will be circulated to administrators, the Catholic School Division, and the public before being brought back to the Board for approval.

Trustee Hagman requested details on the impact on students affected by the proposed new Mayerthorpe bus route (see Requests for Information).

## **Financial Reports**

### **5. Financial Reports**

Secretary-Treasurer Tamara Spong presented the December Financial Summaries to the Trustees for information. Administration answered questions as appropriate.

## **APPOINTMENTS AND DELEGATIONS**

### **E. APPOINTMENTS AND DELEGATIONS**

Board Chair Barb Maddigan welcomed PSBAA Executives Dennis MacNeil, President, and Troy Tait, Executive Director and CEO.

Discussion included the upcoming election, curriculum, and partisan/non-partisan issues. Dennis MacNeil requested that further discussion be held in closed session.

4755-23

Moved by Trustee Judy Muir: That the Board move to closed session at 12:59 p.m.

Motion Carried

Superintendent Kevin Bird, Secretary-Treasurer Tamara Spong, Communications Officer Lisa Bakos, and Recording Secretary Michelle McMichael were invited to stay.

*Electronic recording stopped at 12:59 p.m.*

4756-23

Moved by Trustee Linda Wigton: That the Board move out of closed session at 2:17 p.m.

Motion Carried

*Electronic recording resumed at 2:17 p.m.*

## **INFORMATION AND REPORTS**

### **Financial Reports**

### **Board Annual and Term Work Plans**

### **Motion Review Cycle**

### **Trustee Reports**

### **Upcoming Events**

## **INFORMATION AND REPORTS (continued)**

### **5. Financial Reports (continued)**

Secretary-Treasurer Tamara Spong presented the Enrolment Report to the Trustees for information.

### **6. Board Annual and Term Work Plans**

The Board Annual and Term Work Plans are up to date.

### **7. Motion Review Cycle**

The Motion Review Cycle was reviewed and 'pending' action items were updated to 'completed'. Copies of letters sent on behalf of the Board will be forwarded to Trustees once complete.

### **8. Trustee Reports**

Trustee Muir: Attended Christmas Concerts and noted high attendance.

Vice Chair Peck: Was able to attend the Christmas luncheon in Onoway.

### **9. Upcoming Events**

- February 3, 2023 -- Honouring Spirit: Indigenous Student Award Deadline
- February 14, 2023 – Regular Board Meeting
- March 5 to 7, 2023 – Alberta Rural Education Symposium
- March 21, 2023 – Regular Board Meeting
- March 31, 2023 – PSBAA 2023 Special Recognition Awards Deadline

**Additional Report Items**

4757-23

**10. Additional Report Items**

Nil

Moved by Trustee Deb Koloski: That the Board accept Information and Reports D1 – D10 as information.

Motion Carried

**TOPICS FOR FUTURE DISCUSSIONS**

**REQUESTS FOR INFORMATION**

4758-23

**F. TOPICS FOR FUTURE DISCUSSIONS**

Nil

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

Moved by Trustee Diane Hagman: That the Board receives a report on the impact on students affected by the new Mayerthorpe bus route.

Motion Carried

**MEETING HIGHLIGHTS**

**ADJOURNMENT**

4759-23

**H. MEETING HIGHLIGHTS**

- Whitecourt school survey
- Addition of bus route in Mayerthorpe
- Draft 2023 – 24 school year calendar
- PSBAA presentation

**I. ADJOURNMENT**

Moved by Trustee Sally Petryshen: That the meeting be adjourned at 2:35 p.m.

Motion Carried

---

Board Chair

---

Secretary-Treasurer