

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

Division Office Board Room, Whitecourt, Alberta

November 7, 2023

OPENING

Call to Order and Roll Call

A. OPENING

1. Call to Order and Roll Call

The November 7, 2023, meeting was called to order by Board Chair Gerry Steinke at 10:01 a.m.

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

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

Treaty Land Acknowledgement

2. Treaty Land Acknowledgement

Vice Chair Diane Hagman read the Treaty Land Acknowledgement.

Welcome New Trustee

3. Welcome New Trustee Les Urness

Board Chair Gerry Steinke welcomed new Trustee Les Urness to the Board of Trustees. Trustee Urness was sworn into office on Thursday, November 2, 2023.

Additions/Deletions to the Agenda

4. Additions/Deletions to the Agenda

Added to Action Items, 1 (a): Onoway Children's Health Fair Planning Committee (Trustee Peck)

Acceptance of the Agenda

4904-23

5. Acceptance of the Agenda

Moved by Trustee Barb Maddigan: That the Agenda for the November 7, 2023, Regular Public Board Meeting be adopted as amended.

Motion Carried

APPOINTMENTS AND DELEGATIONS

B. APPOINTMENTS AND DELEGATIONS

Rhett Czaban, Director of Transportation gave a departmental update to the Trustees:

- Start-up has been challenging due to reworked routes in Whitecourt and the implementation of new walk distances. Routes in Sangudo and Rich Valley have also been reworked.
- Still experiencing a driver shortage and challenges with spare drivers who are not familiar with routes.
- Attended a townhall meeting with the Minister in attendance. Addressed driver shortage, overcoming training challenges, and improvement to interdepartmental collaboration. Director Czaban submitted a suggestion that provincial funding be provided to increase the minimum wage for bus drivers to \$25/hour. This would eliminate the driver shortage and recognize bus drivers for their important role in the education of our children.
- School bus evacuation training: The services of Safety on Board have been contracted to deliver a ridership program for kindergarten to grade 6/7 students. The program is excellent and has been well received.

Questions and comments from Trustees addressed by administration:

- Possible impact on the budget from an increase in minimum wage and advocacy work to receive funding.
- Question about when the last time transportation areas were reviewed.
- Transportation department staff were commended for their work on a largely successful start and dealing with several challenges.

Rhett Czaban left the meeting at 10:38 a.m.

DRAFT MINUTES OF THE C. REGULAR BOARD MEETING

4905-23

DRAFT MINUTES OF THE OCTOBER 17, 2023, REGULAR BOARD MEETING

Moved by Trustee Barb Maddigan: That the draft Minutes of the October 17, 2023 Regular Board Meeting be approved as presented.

Motion Carried

ACTION ITEMS

Board Committees

4906-23

D. ACTION ITEMS

1. Board Committees and Representatives to Organizations

At the Organizational Meeting this past September, Trustees agreed to accommodate the new Trustee on committees once sworn into office.

Moved by Trustee Judy Muir: That Trustee Wigton be removed from the Audit Committee, Chair Steinke be removed from the Community Engagement Committee, and Trustee Muir be removed from the PSBAA Council as alternate, and that Trustee Les Urness be appointed as the representative on those Committees.

Motion Carried

a) Onoway Children's Health Fair Planning Committee

Trustee Peck has been approached again to be part of the planning committee and attend the fair next spring. There will be approximately four meetings held virtually. Last year over 100 families attended, which provided valuable mental health services and information for families.

4907-23

Moved by Trustee Deb Koloski: That Trustee Christine Peck represents the Board on the Onoway Children's Health Fair Planning Committee, and that her expenses be compensated.

Motion Carried

Policy 3 Role of the Trustee

2. Policy 3 Role of the Trustee

Policy Committee Chair Maddigan presented the proposed amendment to Policy 3, inserting Section '16. [Attend annual school tours.](#)' in response to Board Motion 4898-23.

4908-23

Moved by Trustee Barb Maddigan: That the Board reaffirm Policy 3, as amended.

Motion Carried

Policy 4 Trustee Code of

3. Policy 4 Trustee Code of Conduct

The Policy Committee recommended changing the wording in Section 8 from 'any nature of conflict' to 'conflicts of interest'. The procedure to declare a conflict of interest was clarified in roundtable discussion.

4909-23

Moved by Trustee Barb Maddigan: That the Board reaffirm Policy 4, as amended.

Motion Carried

INFORMATION AND REPORTS

E. INFORMATION AND REPORTS

ASBA

1. ASBA (Trustee Linda Wigton)

The Bulletin for the Fall General Meeting was provided to Trustees for discussion during Closed Session.

Trustee Wigton presented the Zone 2/3 General Meeting Highlights to the Trustees for information.

PSBAA

2. PSBAA (Trustee Christine Peck)

A report will be given to Trustees at the Board meeting on November 28th.

Standing Committee Reports

3. Standing Committee Reports

Policy Committee

Committee Chair Maddigan informed the Board that the Committee completed the administrative amendment to Policy 18 Student Transportation regarding current walk distances mandated by the Ministry.

Trustee Maddigan confirmed that future policy review is following the current schedule with oldest policies being completed, as well as any motions coming from Board meetings.

Community Engagement Committee

Committee Chair Wigton reported that the Committee discussed the employee appreciation evening, feedback received and recommended changes for next year. The Committee also reviewed the Community Engagement Plan and how it reflects Board work. Superintendent Bird reworked the document, and the amended Plan will be presented to the Board at the November 28th Regular Board Meeting.

Superintendent's Report

4. Superintendent's Report

Superintendent Bird presented his report to the Trustees for information. Trustees had questions regarding the opportunities for Youth Justice Committees in the Division. Additional information regarding the Field Service Manager meeting was provided.

Annual School Operational Viability Report

5. Annual School Operational Viability Report

The Annual School Operational Viability Report was presented to the Trustees by Superintendent Bird, with references to Policy 15, and a copy was provided in the agenda package.

4910-23

Moved by Trustee Christine Peck: That the Division operate all schools in 2024 – 25.

The purpose of the motion was challenged by the Trustees and the motion was amended.

Amended Motion

Moved by Trustee Christine Peck: That the Board accept the Annual School Operational Viability Report dated November 2023, as presented.

Motion Carried as Amended

Board Annual and Term Work Plans

6. Board Annual and Term Work Plans

The balance of the November work plan will be addressed at the November 28th Regular Board Meeting.

Vice-Chair Hagman requested that the Board Workshop be reinserted into the Work Plan by the Policy Committee.

Motion Review Cycle

7. Motion Review Cycle

The Motion Review Cycle was reviewed, and questions arose regarding outstanding motions. Superintendent Bird confirmed that administration is working on requests for information that do not have timelines, and that reports will be presented when appropriate as determined by administration.

Upcoming Events

8. Upcoming Events

- November 19 to 21, 2023 – ASBA Fall General Meeting
- November 28, 2023 – Regular Board Meeting
- November 29 and 30, 2023 – Results Review
- December 18, 2023 – Board Workshop
- December 19, 2023 – Regular Board Meeting

4911-23

Moved by Trustee Jim Hailes: That the Board accept Information and Reports E1 – E8 as information.

Motion Carried

TOPICS FOR FUTURE DISCUSSIONS

F. TOPICS FOR FUTURE DISCUSSIONS

- Information on when transportation boundaries were last reviewed (Vice-Chair Hagman)
- Board engagement practices and processes - Community Engagement Plan (Vice-Chair Hagman)

REQUESTS FOR INFORMATION

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

4912-23

Moved by Vice-Chair Hagman: That the Board receive an update on the review process of school transportation areas.

Motion Carried

Trustee Wigton forwarded sample G-TEC policies from ASBA to the Trustees for review as a topic for future discussion and policy review.

MEETING HIGHLIGHTS

H. MEETING HIGHLIGHTS

- Welcome to New Trustee Les Urness
- Presentation by Rhett Czaban on Student Transportation
- Meeting Regarding New School in Valleyview
- School Operational Viability Report

CLOSED SESSION

I. CLOSED SESSION

4913-23

Moved by Trustee Barb Maddigan: That the Board move to Closed Session at 12:14 p.m.

Motion Carried

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

Electronic Recording stopped at 12:14 p.m.

4914-23

Moved by Trustee Jim Hailes: That the Board move out of Closed Session at 2:07 p.m.

Motion Carried

ADJOURNMENT

J. ADJOURNMENT

4915-23

Moved by Trustee Linda Wigton: That the meeting be adjourned at 2:07 p.m.

Motion Carried

Board Chair

Secretary-Treasurer