

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

Division Office Board Room, Whitecourt, Alberta  
December 19, 2023

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**OPENING**

**Call to Order and Roll Call**

**A. OPENING**

**1. Call to Order and Roll Call**

The December 19, 2023, meeting was called to order by Board Chair Gerry Steinke at 10:00 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, was present at this time. Meghan Caron, Teacher at Hillside Jr/Sr High School joined the meeting virtually via Zoom, and two members of the public were present in the gallery.

**Treaty Land Acknowledgement**

**2. Treaty Land Acknowledgement**

Vice-Chair Diane Hagman read the Treaty Land Acknowledgement.

**Additions/Deletions to the Agenda**

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

- a) Removal of the recommendation to accept Information and Reports
- b) Yellowhead Regional Library Report – Trustee Maddigan (added to Information and Reports)

**Acceptance of the Agenda**

**4. Acceptance of the Agenda**

4926-23

Moved by Trustee Linda Wigton: That the Agenda for the December 19, 2023, Regular Public Board Meeting be adopted as amended.

Motion Carried

**APPOINTMENTS AND DELEGATIONS**

**B. APPOINTMENTS AND DELEGATIONS**

Meghan Caron, Key Supervisor for the Hillside Jr/Sr High School 2025 International Field Trip to England, presented a slide show with the itinerary of the trip.

*Meghan Caron left the meeting at 10:22 a.m.*

**DRAFT MINUTES OF THE REGULAR BOARD MTG**

**C. DRAFT MINUTES OF THE NOVEMBER 28, 2023, REGULAR BOARD MEETING**

4927-23

Moved by Trustee Les Urness: That the draft Minutes of the November 28, 2023 Regular Board Meeting be approved as presented.

Motion Carried

**ACTION ITEMS**

**D. ACTION ITEMS**

**Borrowing By-Law No. 2-23**

**1. Borrowing By-Law No. 2-23**

4928-23

Moved by Trustee Christine Peck: That By-Law No. 2-23 to borrow for the sum or sums not exceeding at any one time two million dollars receive first reading by the Board.

Motion Carried

4929-23

Moved by Trustee Less Urness: That By-Law No. 2-23 to borrow for the sum or sums not exceeding at any one time two million dollars receive second reading by the Board.

Motion Carried

4930-23

Moved by Trustee Barb Maddigan: That the Board approves to conduct the third reading.

Motion Carried Unanimously

4931-23

Moved by Trustee Linda Wigton: That By-Law No. 2-23 to borrow for the sum or sums not exceeding at any one time two million dollars receive third and final reading by the Board.

Motion Carried

**Hillside Jr/Sr High School  
2025 International Field Trip  
To England**

4932-23

**2. Hillside Jr/Sr High School 2025 International Field Trip to England**

Moved by Trustee Deb Koloski: That the Board approve, in principle, the Hillside Jr/Sr High School 2025 international field trip to England, from March 24 to April 4, 2025.

Motion Carried

**INFORMATION/REPORTS E.**

**ASBA**

4933-23

**INFORMATION AND REPORTS**

**1. Alberta School Boards Association**

Trustee Wigton gave a report on the December 1, 2023 meeting. The financial statements were reviewed and accepted, and an ERLC representative and Learning Network Education Services representative were elected. The committee had a round table discussion regarding a position statement on childcare subsidies for full day kindergarten.

Trustee Hailes asked if NGPS receives a Carbon Tax Rebate.

Moved by Trustee Jim Hailes: That the Board write a letter to the federal government expressing concern over the lack of rebates on the carbon tax charged to school divisions.

Motion Carried

**PSBAA**

**2. Public School Boards Association of Alberta**

The Board's request for discussion regarding community representation on school board's audit committees will be placed on a future PSBA agenda.

**Standing Committee Reports**

**3. Standing Committee Reports**

Advocacy Committee

Trustee Maddigan presented the advocacy goals to the Trustees for information and a copy was provided in the Board package. The goals were also reviewed during the December 18<sup>th</sup> Board Workshop. A focus on priorities, as well as having a section for Trustee reference information was discussed. The Advocacy Plan will be reviewed again by the Committee before being presented to the Board in February, 2024.

## Superintendent's Report

### 6. Superintendent's Report

Superintendent Bird reported on current illness outbreaks in schools and the cleaning protocols in place. Superintendent Bird expressed his gratitude toward staff in their handling of the outbreaks.

The Superintendent presented his report to the Trustees for information.

## Financial Reports

### 7. Financial Reports

The financial reports and enrolment report for November, 2023 were presented to the Trustees for information by Secretary-Treasurer Spong.

## Board Annual and Term Work Plans

### 8. Board Annual and Term Work Plans

The Work Plan is up to date.

## Motion Review Cycle

### 9. Motion Review Cycle

The Motion Review Cycle is up to date.

## Trustee Reports

### 10. Trustee Reports

Trustee Koloski

Attended the Elmer Elson Christmas Concert where all students were included. Worked with Sangudo School's student's union to deliver food items. Attending Christmas dinners at Mayerthorpe High School and Sangudo School.

Trustee Muir

Attended festival at Onoway High School, enjoyed the music in the foyer by the school band.

Vice-Chair Hagman

Attending Christmas dinners this week at Elmer Elson Elementary and the Mayerthorpe High School. Noted the effectiveness of staff to engage the students in various activities.

Trustee Wigton

Attended Percy Baxter council meeting and enjoyed watching Christmas concerts online.

Trustee Maddigan

Will attend Percy Baxter breakfast to help out. Has announced her resignation from the public library.

Trustee Urness

Attended Oscar Adophson school council meeting and impressed with how active and capable the council is.

**Upcoming Events**

**11. Upcoming Events**

- January 16, 2024 – Regular Board Meeting
- February 5, 6, 27 and 28, 2024 – School Tours
- February 13, 2024 – Regular Board Meeting
- March 3 to 5, 2024 – Alberta Rural Education Symposium
- March 11 and 12, 2024 – School Tours

**Yellowhead Regional Library Report**

**12. Yellowhead Regional Library Report**

Trustee Maddigan attended the YRL regular meeting on December 4 and the new school divisions’ representative is Maureen Schnirer, Trustee from Pembina Hills School Division. Trustee Maddigan is alternate and would like to attend the orientation session on January 29, 2024.

4934-23

Moved by Trustee Linda Wigton: That the Board approve Trustee Maddigan’s attendance at the orientation meeting on January 29, 2024.

Motion Carried

**TOPICS FOR FUTURE DISCUSSIONS**

**F. TOPICS FOR FUTURE DISCUSSIONS**

Trustee Wigton referred to the recent ASBA Speakers Corner with Alberta Education and Kingsgate Legal and requested future discussion on Board policies regarding Trustee conduct, as well as how public conduct toward Trustees is managed. Michael Solowan from Kingsgate Legal could be invited to present ideas to the Board before the Policy Committee looks at any changes.

**REQUESTS FOR INFORMATION**

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

Nil

**MEETING HIGHLIGHTS**

**H. MEETING HIGHLIGHTS**

- Hillside Jr/Sr High School 2025 International Field Trip Presentation
- Advocacy Goals
- Announcement of Changes to Administration

**CLOSED SESSION**

4935-23

**I. CLOSED SESSION**

Moved by Trustee Deb Koloski: That the Board move to Closed Session at 11:30 a.m.

**Motion Carried**

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

*Electronic Recording stopped at 11:30 a.m.*

4936-23

Moved by Trustee Barb Maddigan: That the Board move out of Closed Session at 12:03 p.m.

**Motion Carried**

**ADJOURNMENT**

4937-23

**J. ADJOURNMENT**

Moved by Trustee Les Urness: That the meeting be adjourned at 12:03 p.m.

**Motion Carried**

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Board Chair

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Secretary-Treasurer