

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

Division Office Board Room, Whitecourt, Alberta  
September 10, 2024

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## OPENING

### Call to Order and Roll Call

## A. OPENING

### 1. Call to Order and Roll Call

The September 10, 2024, Regular Board Meeting was called to order by Board Chair Gerry Steinke at 11:47 a.m.

Present at this time: Board Chair Gerry Steinke, Board Vice-Chair Diane Hagman, Trustees Jim Hailes, Judy Muir, Christine Peck, Barb Maddigan, Deb Koloski, Les Urness and Linda Wigton; 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 and Katrina Zack, President of ATA Local 43/teacher at Hilltop High School was present in the gallery.

### O Canada

### 2. O Canada

A recording of O Canada by Whitecourt Central School Grade 5 students was presented.

### Treaty Land Acknowledgement

### 3. Treaty Land Acknowledgement

Vice-Chair Diane Hagman read the Treaty Land Acknowledgement.

### Additions/Deletions to the Agenda

### 4. Additions/Deletions to the Agenda

5029-24

Moved that the suspension report be moved from Closed Session to Open Session, if there are no FOIP concerns.

Motion Defeated

- a) October 4<sup>th</sup> Regional Municipalities Meeting added to the Upcoming Events section by Trustee Muir.
- b) Community concern item added to Closed Session by Trustee Muir (reviewed by Chair Steinke).
- c) Donation to recognize passing of former superintendent, added to Action Items by Trustee Hailes.

**Acceptance of the Agenda**

**5. Acceptance of the Agenda**

The Agenda for the September 10, 2024 Regular Public Board Meeting was accepted as amended.

**Acceptance of the Minutes**

**6. Acceptance of the June 18, 2024, Regular Board Meeting Minutes**

The Minutes of the June 18, 2024 Regular Board Meeting were accepted as presented.

*Board Chair Steinke called for recess at 12:02 p.m. and the meeting resumed at 12:47 p.m.*

**Whitecourt Community Assoc.**

**7. Whitecourt Community Association**

An agenda item regarding the Whitecourt Community Association was added to Closed Session.

**INFORMATION and REPORTS**

**B. INFORMATION and REPORTS**

**Staff Reports**

**1. Staff Reports**

Beth Jager, Director of Learning, gave a slideshow presentation and synopsis of this past summer's bootcamps.

**COMMITTEE REPORTS**

**C. COMMITTEE REPORTS**

**Community Engagement Committee**

**1. Community Engagement Committee**

Trustee Linda Wigton gave an update on the employee recognition event scheduled for October 4, 2024. There are approximately seventy-four award recipients, eleven retirees, and the Edwin Parr Award recipient to recognize.

**ACTION ITEMS**

**Locally Developed Courses**

5030-24

**Trustee Representation on External Organizations**

5031-24

5032-24

**Donation to Recognize Passing of Former Superintendent**

5033-24

**INFORMATION/REPORTS**

**ASBA and Zone 2/3**

**D. ACTION ITEMS**

**1. Locally Developed Courses**

Superintendent Bird presented two locally developed courses for Board approval.

Moved that the Board approve the use of the following Locally Developed Courses (at no cost to our Division):

- Fantasy and Science Fiction Appreciation 15 (5 credits)
- Fantasy and Science Fiction Appreciation 25 (5 credits)

Motion Carried

**2. Trustee Representation on External Organizations**

Moved that Trustee Deb Koloski be appointed to the Mayerthorpe Health Attraction and Retention Committee for the 2024 – 25 school year.

Motion Carried

Moved that Trustee Christine Peck be appointed to the Onoway Children’s Health Fair Committee for the 2024 – 25 school year.

Motion Carried

**3. Donation to Recognize Passing of Former Superintendent**

Moved that the Board affirms the action of providing a charitable donation to recognize the passing of a former superintendent.

Motion Carried

**E. INFORMATION AND REPORTS (continued)**

**1. Alberta School Boards Association and Zone 2/3**

Trustee Wigton presented her report to the Trustees for information.

**PSBAA/PSBC**

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

Chair Steinke provided a written report and gave a summary of the PSBC meeting held in Grande Prairie from August 14 to 16, 2024.

The Fall AGM Agenda Review item in the Work Plan will be moved to the October Regular Meeting.

The Trustees discussed possible silent auction items to donate to the Lois Hole Dinner Silent Auction. Trustee Peck will coordinate.

**Superintendent's Report**

**3. Superintendent's Report**

Superintendent Bird presented his report to the Trustees for information. The Community Engagement Committee will review the land acknowledgement draft and bring recommendations to the Board.

**Draft School Tours Schedule**

**4. Draft School Tours Schedule**

Trustees expressed concerns with the time allotted at schools and travel time between schools. Setting alternate dates was also suggested in case of bad weather. The Community Engagement Committee will review the draft schedule.

**Financial and Enrolment Reports**

**5. Financial Summaries and Student Enrolment Reports**

Secretary-Treasurer Tamara Spong presented the Financial Reports for June and July and the June Enrolment Report to the Trustees for information. Superintendent Bird gave an estimate of enrolment numbers for September (approximately 1% growth). Trustees and Administration discussed declining enrolment in the east part of the Division and considered how to determine possible causes.

**Boardroom Technology Report**

**6. Boardroom Technology Report (Livestreaming)**

Trustees and Administration had roundtable discussion about issues with the current system and potential costs.

5034-24

Moved that a stationary camera be installed, as a pilot project, at an approximate cost of \$1700.00, in order to continue livestreaming.

Motion Carried

*Chair Steinke recessed the meeting at 2:53 p.m. and the meeting resumed at 3:03 p.m.*

**Jordan’s Principle Funding**

**7. Jordan’s Principle Funding Applications Update**

Secretary-Treasurer Tamara Spong gave an update on the process of applying for Jordan’s Principle funding. The process has been streamlined and the Division has entered into a contribution funding agreement which will deposit funds automatically.

**Board Annual Work Plan**

**8. Board Annual Work Plan**

Chair Steinke reviewed the Work Plan and asked Trustees to submit items for a future GSD meeting.

**Motion Review Cycle**

**9. Motion Review Cycle**

Pending motions are being addressed.

5035-24

Moved that Motion Review Cycle records be deleted after a year once completed.

Motion Withdrawn

**Trustee Reports**

**10. Trustee Reports**

Trustee Muir  
Trustee Koloski  
Trustee Peck  
Trustee Hailes  
Trustee Urness  
Trustee Maddigan  
Trustee Wigton

Will attend first council meeting tomorrow night.  
Summer Bootcamps, Sangudo council meeting is next week.  
Summer Bootcamps and council meeting is tonight.  
Attending council meetings this week.  
Addressed phone call from concerned parent re: bussing.  
Attended Summer Bootcamps.  
Attended Joint Use Planning ceremony with the catholic school board, the Town of Whitecourt, Woodlands County and the Francophone school system.  
School council meetings this month.  
Attended the PSBC meeting in Grande Prairie.

Vice-Chair Hagman  
Chair Steinke

**Upcoming Events**

**11. Upcoming Events**

- September 25 - Board Chair/Education Minister Meeting - Calgary
- October 4 – Regional Municipalities Meeting
- October 4 – Annual Employee Recognition Evening
- October 15 – Regular Board Meeting
- October 16 to 18, PSBAA Fall Conference and AGM
- November 5 – Regular Board Meeting

- November 18 to 19 – ASBA Fall General Meeting
- November 26 – Regular Board Meeting
- November 27 and 28 – Results Reviews

**TOPICS FOR FUTURE DISCUSSIONS**

**F. TOPICS FOR FUTURE DISCUSSIONS**

- Trustees to access PSBAA Promote Elevate Protect (PEP) initiative for future discussion.

**REQUESTS FOR INFORMATION**

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

**MEETING HIGHLIGHTS**

**H. MEETING HIGHLIGHTS**

- Organizational Meeting and election of Board Chair and Vice-Chair by acclamation
- Summer Bootcamp Presentation
- Approval of Locally Developed Courses
- Together Poster
- Startup from Principals Meeting, Beginning Teachers Leadership Group
- Employee Recognition Evening

**CLOSED SESSION**

**I. CLOSED SESSION**

5036-24

Moved that the Board move to Closed Session at 3:26 p.m.

Motion Carried

Superintendent Kevin Bird, Deputy Superintendent Leslee Jodry, and Secretary-Treasurer Tamara Spong were invited to stay.  
*Electronic Recording stopped at 3:26 p.m.*

5037-24

Moved that the Board move out of Closed Session at 4:21 p.m.

Motion Carried

**ADJOURNMENT**

**J. ADJOURNMENT**

The meeting was adjourned at 4:21 p.m.

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Board Chair

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Secretary-Treasurer