

MINUTES

Northern Gateway Public Schools Board of Trustees

Regular Board Meeting

Division Office Board Room – Whitecourt, Alberta
December 17, 2024 – 10:00 a.m.

OPENING

Call to Order and Roll Call

A. OPENING

1. Call to Order and Roll Call

The December 17, 2024, Regular Board 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, Deb Koloski, Les Urness, Christine Peck and Linda Wigton; and Administrators Kevin Bird, Superintendent; Leslee Jodry, Deputy Superintendent; Tamara Spong, Secretary-Treasurer; and Nancy Whittaker, Recording Secretary.

Communications Officer Lisa Bakos was absent from the meeting. Steffen Missfeldt, Meghan McNalley and Ian Baxter were present via Zoom and there was one guest in the gallery.

O Canada

2. O Canada

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

Truth and Reconciliation Statement

3. Truth and Reconciliation Statement

Vice-Chair Diane Hagman read the Truth and Reconciliation Statement.

Additions/Deletions to the Agenda

4. Additions/Deletions to the Agenda

Christmas Concerts discussion was added to the Closed Session by Trustee Hailes.

Acceptance of the Agenda

5. Acceptance of the Agenda

The Agenda for the December 17, 2024 Regular Public Board Meeting was accepted as amended.

Acceptance of the Minutes

6. Acceptance of the November 26, 2024, Regular Public Board Meeting Minutes

The Minutes of the November 26, 2024 Regular Public Board Meeting were accepted as presented.

DELEGATIONS

B. DELEGATIONS

Nil

STAFF/ADMINISTRATION REPORTS/PRESENTATIONS

C. STAFF/ADMINISTRATION REPORTS and PRESENTATIONS

1. Onoway High School Lead Teachers Steffen Missfeldt and Meghan McNalley gave details about the proposed OJSH 2027 International Field Trip to Athens, Florence and Rome.

5067-24

Moved that the Board approve, in principle, the Onoway Jr/Sr High School International Field Trip to Athens, Florence, and Rome from March 22 to March 31, 2027.

Motion Carried

Steffen Missfeldt and Meghan McNalley left the meeting at 10:17 a.m.

2. Ian Baxter, Principal and Lead Supervisor presented the itinerary for the proposed Fox Creek School 2026 International Field Trip to Spain. Principal Baxter noted that this trip will have 100% cancellation insurance coverage.

5068-24

Moved that the Board approve, in principle, the Fox Creek School 2026 International Field Trip to Spain from March 26 to April 4, 2026.

Motion Carried

Ian Baxter left the meeting at 10:29 a.m.

COMMITTEE REPORTS

**Community Engagement
Committee**

5069-24

Policy Committee

5070-24

5071-24

D. BOARD COMMITTEE REPORTS

1. Community Engagement Committee

Committee Chair Linda Wigton reviewed the Meeting Record from the December 10th Committee Meeting and presented the Community Engagement Plan and 2025 School Visits Schedule. The Plan includes a Council of School Councils engagement opportunity.

Trustees discussed start and end times for some school visits and requested that the Committee do further adjustments to the schedule.

Moved that the Board accept the school visit dates as presented, and that the Community Engagement Committee continues to examine the schedule and make adjustments as needed.

Motion Carried

Trustees had roundtable discussion regarding approval of the Community Engagement Plan as it is not currently in Board Policy to pass a motion to approve.

2. Policy Committee

Committee Chair Christine Peck presented the Meeting Record from November 22nd along with recommended policy changes. The changes are to Policy 7: Section 5.1.3; adding Appendix B Sample Agenda; and Section 5.1 Order of Business.

Moved that the Board reaffirm Policy 7, as amended.

Motion Carried

The Whitecourt Community Association has legally dissolved. Since Trustee representation is no longer required, the Committee recommended removing any reference to the WCA in Policy 9.

Moved that the Board reaffirm Policy 9, as amended.

Motion Carried

Trustees discussed the current motion review record and consensus was that the information provided remain the same.

Advocacy Committee

3. Advocacy Committee

Committee Chair Deb Koloski presented the first draft of the Advocacy Plan and Trustees had roundtable discussion. The Plan will be approved by the Trustees in February, 2025.

As the *Community Engagement Plan* currently does not require approval by the Board, Trustees had roundtable discussion about changing this in the Work Plan.

5072-24

Moved that the Board direct the Policy Committee to examine the concept of the Community Engagement Plan being formally approved by the Board.

Motion Carried

ACTION ITEMS

E. ACTION ITEMS

Bylaw 1-24

1. Bylaw 1-24 Arrangement of Electoral Wards and Trustees

5073-24

Moved that Bylaw 1-24 Arrangement of Electoral Wards and Trustees receive Third and Final Reading by the Board.

Motion Carried

Bylaw 2-24

2. Bylaw 2-24 Receipt of Nomination Papers

5074-24

Moved that Bylaw 2-24 Receipt of Nomination Papers for the Office of School Trustee at Locations Other than the Jurisdiction Office, receive Third and Final Reading by the Board.

Motion Carried

Bylaw 3-24

3. Bylaw 3-24 Deposit for Nominations

5075-24

Moved that Bylaw 3-24 Deposit for Nominations, receive Third and Final Reading by the Board.

Motion Carried

Bylaw 4-24

4. Bylaw 4-24 Criminal Record Checks

The Trustees had roundtable discussion and administration answered questions regarding the new bylaw requiring criminal record checks as part of nomination packages.

Superintendent's Report

3. Superintendent's Report

Superintendent Bird presented his report to the Trustees for information. Recent changes to transportation walking distances have been announced and the NGPS Transportation department is studying the implications.

Town of Fox Creek Council Meeting Invitation

4. Town of Fox Creek Council Meeting Invitation

The Town of Fox Creek Council has invited the Board to attend their council meeting on January 13th at 6:15 p.m. Trustees attending include Chair Steinke, Trustee Urness, Trustee Wigton, Trustee Maddigan and Trustee Hailes. Superintendent Bird will also attend.

Financial/Enrolment Reports

5. Financial and Enrolment Reports

The financial and enrolment reports for November were presented by Secretary-Treasurer Tamara Spong. An update on School Generated Funds was provided. Trustees requested more detailed information on fees charged to students (Moved in Requests for Information by Board Motion).

Growing the North Conference

6. Growing the North Conference

Trustees Hailes and Urness encouraged Board representation at the conference in Grande Prairie on February 19 and 20, 2025.

5082-24

Moved that the Board approve expenses for two Trustees to attend the Growing the North Conference in Grande Prairie on February 19 and 20, 2025.

Motion Carried

Board Work Plans

7. Board Annual and Term Work Plans

The Work Plans are up to date.

Motion Review Cycle

8. Motion Review Cycle

The Motion Review Cycle is up to date.

Trustee Reports

9. Trustee Reports

Trustee Urness

Attended Hillside HS Council meeting and OAP Christmas party.

Vice-Chair Hagman	Attended Christmas concerts and will be attending Christmas dinners this week. Coordinating attendance with Trustee Koloski.
Trustee Koloski	Attended Advocacy Committee Meeting, Christmas dinners and concerts.
Trustee Peck	Attended OJSH Night of Enchantment which received a lot of community support. Attended first Rural Caucus meeting as a Director.
Trustee Hailes	Attended Fox Creek Winter Concert.
Chair Steinke	Attended concerts at the Colony schools.

Upcoming Events

10. Upcoming Events

- January 13, 2025 --- Fox Creek Council Meeting
- January 21, 2025 – Regular Board Meeting
- February – GSD Meeting (date to be determined)
- February 18, 2025 – Regular Board Meeting
- February 19 and 20, 2025 – Growing the North Conference
- March 2 to 4, 2025 – Rural Education Symposium

TOPICS FOR FUTURE DISCUSSIONS

G. TOPICS FOR FUTURE DISCUSSIONS

Health Care Responsibilities – Bev Cotton

REQUESTS FOR INFORMATION

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

5083-24

Moved that the Board receive a detailed report from Administration on supplementary (option course) fees currently charged to NGPS students.

Motion Carried

MEETING HIGHLIGHTS

I. MEETING HIGHLIGHTS

- Board Approval in Principle for the Onoway Jr Sr High School 2027 International Field Trip to Athens, Florence and Rome
- Board Approval in Principle for the Fox Creek School 2026 International Field Trip to Spain

- Council of School Councils Information Series
- Passing of Election and Borrowing Bylaws, including the new Criminal Record Check Bylaw for Trustee Nomination Packages

CLOSED SESSION

5084-24

J. CLOSED SESSION

Moved that the Board move to Closed Session at 3:03 p.m.

Motion Carried

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

Electronic recording stopped at 3:03 p.m.

5085-24

Moved that the Board move out of Closed Session at 3:44 p.m.

Motion Carried

ADJOURNMENT

K. ADJOURNMENT

The meeting adjourned at 3:44 p.m.

Board Chair

Secretary-Treasurer