

**MINUTES OF THE REGULAR BOARD OF
TRUSTEES MEETING OF NORTHERN GATEWAY
REGIONAL DIVISION NO. 10 HELD IN THE BOARD
ROOM OF THE DIVISION OFFICE IN WHITECOURT,
ALBERTA ON MARCH 9TH, 2011**

OPENING

A. OPENING

**CALL TO ORDER
AND ROLL CALL**

1. CALL TO ORDER AND ROLL CALL

The March 9th, 2011 meeting was called to order by Chair Muir at 10:05 a.m.

Trustees Peter Gilchrist, Jim Govenlock, Albert Schalm, Jim Hailes, Terry Slemko, Cheryl Miner, Anne Nichol, Barbara Maddigan and Administrators Kevin Andrea, Superintendent, Michelle Brennick, Deputy Superintendent and Michael Gramatovich, Secretary-Treasurer, were present when Chair Muir called the meeting to order.

**ADDITIONS/DELETIONS
TO THE AGENDA**

2. ADDITIONS/DELETIONS TO THE AGENDA

- D.3.a) Locally Developed Courses
- E.11.a) Project Updates
- E.11.b) YRL Report
- E.11.c) ASBA Zone Report
- G.1 Valleyview Reconfiguration
- G.2.a) Human Rights Complaint
- G.2.b) CUPE Grievance
- G.2.c) Staffing Update
- G.2.d) Legal Update

Change 11:15 a.m. to David Ovans School Council Delegation.

ACCEPTANCE OF AGENDA

3. ACCEPTANCE OF AGENDA

2109-11

Moved by Trustee Maddigan – that the agenda for the March 9th, 2011 Regular Board Meeting be adopted as amended.

Motion Carried

**DRAFT MINUTES OF THE
FEBRUARY 22nd, 2011
REGULAR BOARD
MEETING**

**C. DRAFT MINUTES OF THE FEBRUARY 22nd,
2011 REGULAR BOARD MEETING**

2110-11

Moved by Trustee Maddigan– that the draft minutes of the February 22nd, 2011 Regular Board Meeting be adopted.

Motion Carried

ACTION ITEMS

D. ACTION ITEMS

**HILLSIDE HIGH
SCHOOL OUT OF
PROVINCE FIELD TRIP**

**HILLSIDE HIGH SCHOOL OUT OF PROVINCE
FIELD TRIP**

2111-11

Moved by Trustee Nichol – that the Board approve in full the Hillside High School out of province Encounters with Canada field trip to Ottawa, Canada, scheduled for March 13th to March 19th, 2011.

Motion Carried

Reeve Giebelhaus, Lac Ste. Anne County entered the meeting at 10:18 a.m.

**APPOINTMENTS &
DELEGATIONS**

B. APPOINTMENTS & DELEGATIONS

Reeve Giebelhaus, Lac Ste. Anne County:

Reeve Giebelhaus, Lac Ste. Anne County provided to the Board of Trustees a written copy of his presentation. See attached.

Randy Lovich, Director of Maintenance, entered the meeting at 10:23 a.m.

Reeve Giebelhaus, Lac Ste. Anne County, completed his presentation at 10:45 a.m. and left the meeting.

**Randy Lovich, Director of Maintenance
Maintenance Report:**

Pat Hardy Parking Lot Update: The Director of Maintenance and Northern Gateway administration continue to work with the Town of Whitecourt to come to an agreement on a viable solution.

General Report Update:

Ongoing repairs to monthly maintenance requests. Smart board installations are ongoing. Millwork for Fox Creek main office is 35% complete. Snow removal is ongoing and all schools were inspected by a structural engineer for snow load. Mayerthorpe High had a stub wall installed in the IA Lab for additional support under a beam. The new security camera system is now in place for Hillside High School.

Project Update:

The new Division Office is on schedule with completion for the end of May 2011.

The Hilltop High School modernization is twelve weeks behind schedule.

Randy Lovich, Director of Maintenance, completed his report at 11:09 a.m.

Hope Meier, Chairperson; Andrea Perrin, Secretary:

Hope Meier, Chairperson; Andrea Perrin, Secretary Dolphin Parent Council of David Ovans, and Reeve Giebelhaus, Lac Ste. Anne County, entered the meeting at 11:12 a.m.

Hope Meier and Andrea Perrin, representatives of the Dolphin Parent Council of David Ovans, provided to the Board of Trustees a written copy of their presentation. See attached.

Hope Meier and Andrea Perrin, completed their report at 11:45 a.m. and left the meeting. Reeve Giebelhaus also left the meeting at this time.

ACTION ITEMS

D. ACTION ITEMS

HILLTOP HIGH SCHOOL INTERNATIONAL FIELD TRIP

HILLTOP HIGH SCHOOL INTERNATIONAL FIELD TRIP

2112-11

Moved by Trustee Maddigan – that the Board approve in principle the Hilltop High School international Marine Biology field trip to La Paz, Mexico, scheduled for March 3rd to March 10th, 2012.

Motion Carried

ADDITIONAL ACTION ITEMS

ADDITIONAL ACTION ITEMS

REAUTHORIZATION OF LOCALLY DEVELOPED COURSES

REAUTHORIZATION OF LOCALLY DEVELOPED COURSES

2113-11

Moved by Trustee Slemko – that the Board re-authorize six Locally Developed Courses for the 2011- 2012 school year:

Learning Strategies 15
Learning Strategies 25
Learning Strategies 35

Sports Performance 15
Sports Performance 25
Sports Performance 35

Motion Carried

Randy Lovich, Director of Maintenance, left the meeting at 11:59 a.m.

**INFORMATION ITEMS/
REPORTS****ASBA****E. INFORMATION ITEMS/REPORTS****ASBA**

Trustee Hailes reported from the February 25th, 2011 ASBA Zone 2/3 meeting.

- The ASBA is looking for guidance in whether or not to join with the AUMA in pursuing the possibility of having Trustee election expenses becoming tax deductible.

The Board was in favor.

- The Zone has prepared Advocacy notes for Trustees to aid in their discussions with MLAs at the MLA Reception on March 24th and in the course of other meetings.

Trustee Nichol advised that neither MLA VanderBurg nor MLA Knight received invitations from ASBA to attend the reception. ASBA has been advised of this. MLA VanderBurg will be attending.

- Edmonton Catholic has also developed an Advocacy Kit and they will distribute it.
- Zone fees will in all likelihood be going up.
- What are we doing for Criminal Record Checks in regards to Student Teachers?

Michelle Brennick, Deputy Superintendent, advised Northern Gateway does Criminal Record Checks on Student Teachers.

- The Zone Director reported that the new Alberta Education Business Plan and its related Action Plan was on the Alberta Education Web site.
- The Professional Development topics were visited and prioritized with Transportation being identified as the number one topic of interest.

Budget 2011: ASBA Key Messages and Press Release:

Presented for information only.

Board Chairs Email #9 – Budget 2011:

Presented for information only.

Edwin Parr Award:

Nominations are due to Michelle Brennick, Deputy Superintendent by March 14th, 2011.

PSBAA

PSBAA

No report

**SUPERINTENDENT'S
REPORT**

SUPERINTENDENT'S REPORT

- Administration received a letter from Martyn Chapman on behalf of the Hilltop High School Humanitarian Society. He is asking if the School or School Division would lend its name to an application they are submitting to CIDA, in order for the Humanitarian Society to receive funding. Administration will check with legal to see if there are any implications for Northern Gateway.
- There have been 3 bus accidents involving Northern Gateway busses. January 5th - one of the Valleyview buses struck a moose in the Sunset House area. February 4th – the Onoway ECA bus was struck by a van which slid across the centre line in Onoway. March 5th – a bus was hit from behind.
- Cheryl Lovich, Coordinator of Health & Safety Services is investigating an accident that occurred in one of our school's IA classroom. The person had their fingertips cut off.
- The Town of Mayerthorpe passed a change to their Utilities By-law No. 957, showing an increase to the monthly rate for water consumption.

- Three Northern Gateway Schools will be participating in the International Studies of Achievement by Alberta Education. Grade 4 students from Pat Hardy and Onoway Elementary will be doing the Progress in International Reading Literacy Study (PIRLS) and the Grade 8 students from Percy Baxter School will be participating in the Trends in International Mathematics and Science Study (TIMSS).
- Board Chair Muir and Superintendent Andrea attended an ASBA/CASS meeting on Generative Governance on March 4th, 2011.
- The Board and administration continue to receive emails and letters to the recommendations for possible school closures to Sangudo Schools and Sunset House School. A final decision regarding closure will be made at the April 12th, 2011 Regular Board Meeting.
- Administration advised that John Lobo and Leonard Oates were sent to Alix School, Wolf Creek School Division to see how video-conferencing works for their small schools.
- Roger Lacey, Director of Learning Services, provided a report from the investigation at Alix School. – see attached report

DEPUTY SUPERINTENDENT'S REPORT

DEPUTY SUPERINTENDENT'S REPORT

- Intent forms have been sent out. Intent forms for certificated staff need to be returned by the end of March, 2011.
- A copy of the completed and signed Teacher Supervision and Evaluation Form must be forwarded to the Deputy Superintendent by March 31st, 2011.
- Classroom Walkthrough Data – what does the data tell us about Northern Gateway classrooms? This will be discussed at the administrator's meeting. The anticipated changes are not being seen the way we wanted. All information will be taken back to staff. Central office will provide more support to administrators.

- The Guide to Schools publication is almost complete, with a few changes to be made. Publication will be going to print in a few weeks.
- The follow-up to the Fox Creek School Review is scheduled for May, 2011.
- All schools have been asked what mentoring programs they have in place. Some schools have no programs in place and other schools have a lot of programs. Each school will receive information on the mentoring programs the other schools have set up.
- At the February 23rd, 2011 administrators' meeting, Div 1 and 2; and Div 3 and 4 shared/discussed (Northern Tier) Accountability Pillar and PAT/DIP Data and aligning student reporting to student recognition.
- On Friday, March 11th, 2011, Mike Paonessa, Education Manager, Alberta Education, will be meeting with administration to review Northern Gateway's "A Comprehensive Approach – Looking Back: Annual Education Results Report 2009 – 2010 and Moving Forward: Three Year Education Plan 2010 – 2013" document.

FINANCE

FINANCE

Michael Gramatovich presented to the Board the following report:

Site Finance Report for period ending February 28th, 2011.

BUDGET 2011

BUDGET 2011

a) Minister's Teleconference

Minister Hancock announced the basic instructional grant will increase by 4.4% to cover the salary increase for certificated staff.

- AISI – Funding will be sustained at the current level for the remainder of the 2010/11 school year, but will be reduced by 50 per cent as of September 1st, 2011.

- Distance – Funding will be sustained for the remainder of the 2010/2011 school year, but will be eliminated effective September 1st, 2011.

- Enrolment Growth/Decline – Funding will be sustained for the remainder of the 2010/2011 school year, but will be eliminated effective September 1st, 2011.
- Enhanced ESL – Funding will be sustained for the remainder of the 2010/2011 school year, but will be eliminated effective September 1st, 2011.
- Relative Cost of Purchasing Goods and Services (RCPA)
 - Funding will be sustained at the current level for the remainder of the 2010/2011 school year, but will be reduced by 50% in the 2011/2012 school year and eliminated for the 2012/2013 school year.
- Stabilization – Funding will be sustained at the current level for the remainder of the 2010/2011 school year, but will be reduced by 50% in the 2011/2012 school year and eliminated for the 2012/2013 school year.
- CSI – Funding totals adjusted in the new school year will focus on maintaining a lower class size at the Kindergarten to Grade 3 level. Funding at the Grade 4-6 level will be eliminated effective September 1st, 2011.

b) Keray Henke – Deputy Minister of Education

Presented for information only.

c) Preliminary Report on Impacts to NGRD

Mr. Gramatovich shared the following preliminary analysis of the funding reduction:

- Impact of 2011-12 grant increase in annual salary and benefit costs.
- Projected 2011-12 Revenue Base Increase using projected student count.
- Projected Increased costs for 2011-12.
- Projected Average Teacher Salary/Benefit cost for 2011-12.

d) Instructional Budget Information 2011-12

Mr. Andrea shared a draft Instructional Budget Information document for 2011-12.

**FINANCIAL REPORTING
PROFILE**

FINANCIAL REPORTING PROFILE

Mr. Gramatovich presented Northern Gateway's financial reporting profile as prepared by Alberta Education.

PUBLIC MEETINGS

PUBLIC MEETINGS

Letters from Public:

Presented for information.

Sunset House School Public Meeting Record:

Presented for information.

Sangudo Schools Public Meeting Record:

Presented for information.

**INFORMATION FROM
ALEXIS SCHOOL BOARD**

INFORMATION FROM ALEXIS SCHOOL BOARD

Administration will respond to the Alexis School Board's letter to schedule a meeting.

**ADVOCACY MEETING
REPORT**

ADVOCACY MEETING REPORT

Advocacy Committee Chair Nichol reported on the meeting.

**ASBIE 2010 ANNUAL
REPORT**

ASBIE 2010 ANNUAL REPORT

Report provided for information only.

**YRL BOARD
EXECUTIVE
COMMITTEE
HIGHLIGHTS**

YRL BOARD EXECUTIVE COMMITTEE HIGHLIGHTS

YRL Highlights provided for information only.

**ADDITIONAL REPORT
ITEMS**

ADDITIONAL REPORT ITEMS

PROJECT UPDATES

PROJECT UPDATES

Updates on the new Division Office and the Hilltop High School Modernization projects were reported on under the Director of Maintenance's report.

YRL REPORT

YRL REPORT

Trustee Maddigan reported from the February 14th, 2011 Yellowhead Regional Library Board meeting:

- the audited financial statement was accepted
- the membership agreement will be going to the YRL Board Executive Committee meeting on March 21st
- YRL received requests to have another trustee orientation in 2011 and are looking into it
- the committee continues to work on the integrated library policy for all public libraries.

ASBA ZONE REPORT

ASBA ZONE REPORT

ASBA Zone report completed under the ASBA Update.

BOARD HIGHLIGHTS

F. BOARD HIGHLIGHTS

The following items will be communicated to our communities:

1. Delegations at Board Meetings
2. Budget 2011 Discussions
3. Hillside High School Field Trip
4. Locally Developed Courses Approved

IN-CAMERA ITEMS

IN-CAMERA ITEMS

2114-11

Moved by Trustee Govenlock – that the Board go in-camera at 4:17 p.m. and that Kevin Andrea, Michelle Brennick and Michael Gramatovich be invited to remain.

Motion Carried

2115-11

Moved by Trustee Schalm – that the Board come out of in-camera at 4:57 p.m.

Motion Carried

ADJOURNMENT

I. ADJOURNMENT

2116-11

Moved by Trustee Miner - that the meeting be adjourned at 4:58 p.m.

Motion Carried

Board Chair

Secretary-Treasurer