

**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 MAY 10TH, 2011**

OPENING

A. OPENING

**CALL TO ORDER
AND ROLL CALL**

1. CALL TO ORDER AND ROLL CALL

The May 10th, 2011 meeting was called to order by Chair Muir at 10:06 a.m.

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

Lisa Becic, Communications Officer; Rhett Czaban, Director of Transportation and Randy Lovich, Director of Maintenance, were present at this time.

Michelle Brennick, Deputy Superintendent, was absent from the meeting.

**ADDITIONS/DELETIONS
TO THE AGENDA**

2. ADDITIONS/DELETIONS TO THE AGENDA

- A.2.a) Director of Maintenance and Director of Transportation Reports
- E.13.a) Exit Interviews
- E.13.b) Regional Municipalities Meeting Date

ACCEPTANCE OF AGENDA

3. ACCEPTANCE OF AGENDA

2152-11

Moved by Trustee Maddigan – that the agenda for the May 10th, 2011 Regular Board Meeting be adopted as amended.

Motion Carried

**DRAFT MINUTES OF THE
APRIL 26TH, 2011
REGULAR BOARD
MEETING**

2153-11

**C. DRAFT MINUTES OF THE APRIL 26TH,
2011 REGULAR BOARD MEETING**

Moved by Trustee Maddigan – that the draft minutes of the April 26th, 2011 Regular Board Meeting be adopted.

Motion Carried

**APPOINTMENTS &
DELEGATIONS**

B. APPOINTMENTS & DELEGATIONS

Rhett Czaban, Director of Transportation:

Mr. Czaban reported on the transitional planning for Sunset House and Sangudo Schools.

Sunset House:

- bussing route plans are complete
- routes were planned as if all students will be going to the receiving Valleyview schools
- will revisit routes if students are transferring out of our Division

Sangudo:

- bussing route plans are complete
- routes were planned as if all students will be going to schools within our Division

Trustee Maddigan asked for a clarification on “Out of Division” students and if our division is transporting any of these students. Mr. Czaban replied this is happening within our Division. If parents drive these out of division students to a designated pick up spot, these students can ride on Northern Gateway busses. There are different rules for resident students. Resident students are assigned a school within their area. Mr. Czaban will provide the approved grandfathering list to trustees.

Randy Lovich, Director of Maintenance:

Mr. Lovich reported they are hiring STEP students to help with the moving for Sunset House and Sangudo schools.

Packing has started at Sunset House and the maintenance department has provided a dumpster for them to use.

Packing has also begun at the David Ovans and Sangudo Schools. Mr. Lovich provided a handout to trustees showing the proposed bus lane for Sangudo School. Construction of the bus lane to start early July.

Mr. Lovich will be meeting on May 16th, 2011 to obtain a quote on the cost of moving the playground equipment to the Sangudo School. Equipment can only be moved if it is CFA approved and must be moved by the company that installed the equipment.

Phoenix Fencing was awarded the contract for the fencing and installation will start in a few weeks.

Drinking fountains have been lowered and two tier sinks provided in the washrooms at the Sangudo School. More lighting has been installed in the hallways and boot racks will be installed in both entrances.

New Division Office:

Boxes are ready to be picked up and staff can start their packing. Move-in has been scheduled to commence on July 8th, 2011. The maintenance department will be assisting with the moving.

Randy Lovich, Director of Maintenance and Rhett Czaban, Director of Transportation, left the meeting at 11:25 a.m.

ACTION ITEMS

2011/2012 OFFICIAL SCHOOL CALENDAR

2154-11

D. ACTION ITEMS

2011/2012 OFFICIAL SCHOOL CALENDAR

Moved by Trustee Gilchrist – that the Board approve September 16th, 2011 to be a non-instructional day.

Motion Carried

GIC REDEEMED

2155-11

GIC REDEEMED

Moved by Trustee Maddigan – that the Board approve the interest generated from the GIC, in the amount of \$60,194.62, be put towards reducing the final debenture application for the new Division office.

Motion Carried

ADDITIONAL ACTION ITEMS**ADDITIONAL ACTION ITEMS**

Nil

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

Trustee Slemko reported from the April 29th, 2011 Zone 2/3 General Meeting.

1. ASBA Issues – Directives for Action – presented by Edmonton Public.
 - That the ASBA develop a policy advisory to assist school boards in supporting the specialized health, safety, and learning needs of lesbian, gay, bisexual, trans-identified, and two-spirit (LGBT) students, families and employees in Alberta schools.
2. Advocacy Committee Report – still require potential topics for next year as well as suggestions as to how the advocacy session can be improved.
3. Edwin Parr Committee Report – 14 nominees will be recognized on May 27th, 2011 – 6 p.m., Royal Executive Inn, Edmonton, AB.
4. ASBA Reports
 - a. Director's Report – Trustee Brower
 - Zone 2/3 submits three directives for action to ASBA Board.
 - Board commends David Anderson for initiatives

- Policy Advisory Committee to review ASBA approach to political advocacy and provide recommendations.
 - Zone 2/3 Director Lisa Brower is stepping down.
- b. President Jacquie Hansen's Report
- New School Act
 - Since August 2012 is fast approaching, the Minister would like collaborative talks to take place between ATA, ASBA and government.
5. Field Services – Alberta Education Report
- May 2nd, 2011 – deadline for 2012-2015 Capital Plan submissions – streamlined process for submission of the 2012-2015 Three-Year Capital Plans.
 - Program Unit Funding & Family Supports for Children with Disabilities Project Update – a common coordinated approach to providing specialized services and programming for preschool children with severe disabilities who meet eligibility criteria for both PUF and FSCD.
 - Alberta's Educational Leaders shine in latest McKinsey International School Leadership Study.
 - Grade Level of Achievement – Alberta Ed no longer requires school authorities to collect and submit GLA to Alberta Ed. Instead, schools should focus on reporting GLA to parents.
 - AHS 2011-2012 Collection of Student Information – Trial of province-wide electronic collection of student information from public/private school authorities by AHS began during the 2010/2011 school year.
6. Issues/Directives for Action – Pembina Hills RD #7
- Provincial Achievement Test & Provincial Diploma Exam Writing Schedules: Proposed Policy Issue – That the Province increase the flexibility of Standardized testing schedules and delivery.
 - Probationary Period for Teachers: Proposed Policy Issue – That the Province amend the probationary period for teachers from one (1) year to two (2) years.
 - Fuel Tax for Student Transportation: Proposed Policy Issue – That the province exempts school jurisdictions from the Provincial Fuel Tax when transporting students to and from schools.
- Issues/Directives for Action – Northern Lights RD #69
- School Playground Funding Support

7. Professional Development – Grace Cooke (ASBA Legal)
Fiduciary Duties
 1. Statutory duties
 2. Common law fiduciary duties

The elements of fiduciary duty are:

1. Use your best judgment
 2. Act in the utmost good faith
 3. Protect the interests of the corporation
 4. Put the beneficiary's interest first
 5. Avoid or disclose conflicts of interest
 6. Maintain the confidentiality of all matters discussed *in-camera*
 7. Obey the corporation's government documents
- Comply with applicable legislation and bylaws of the corporation.

PSBAA

PSBAA

Chair Muir reported from the PSBAA April, 2011 meeting:

1. *Executive Committee Report:*

The Executive Committee has been very busy since the February 2011 Council Meeting. The Association has met with 57 MLAs. The President and Executive Director met with the Premier and with Calgary Caucus. Meetings have also taken place with the President and Executive Director of ASBA; the President and Executive Secretary of ATA and the President and Executive Director of AUMA. They have also had visits with member and non-member Boards.
2. *Executive Director's Report:*

The Executive Director provided a written report and a brief update regarding the launch of the Association's new website. As well, the Executive Director has continued meeting with external parties, and provided information regarding a recent meeting with Archbishop Richard Smith.
3. *Work Plan 2010:*

This item was deferred to the August 2011 PSBC Meeting. Council representatives will be reviewing the 2010 Work Plan to determine those outcomes, strategies and measures to be carried forward in the Association's 2011/2014 Work Plan.
4. *Wild Rose Alliance Education Policy:*

This document was received as information and not responded to at this time.

5. *August 2010 PSBC Meeting:*
Grasslands School Division will be hosting the August 2011 PSBC meeting in Brooks, AB. August 17th – 20th, 2011. The Executive Director will be sending out an online survey, the first week of May, to determine member interest in chartering a bus.
6. *Budget Updates from Member Boards:*
Boards provided a brief update regarding the financial impact the Education budget will have on their jurisdiction. The draft Council Meeting Minutes will include a brief summary of information shared by representatives.
7. *Lobby Update:*
Member Boards shared updates regarding MLA meetings. Members are asked to forward the Lobby Debrief Form to the Association Office, following each MLA meeting.
8. *Inclusivity:*
Council members reviewed and discussed the definition of 'inclusivity' as it relates to public school education in Alberta. The discussion will be brought back to the August Council meeting for further discussion.

SUPERINTENDENT'S REPORT

SUPERINTENDENT'S REPORT

- Administration is continuing to investigate what is happening with school boards in order to be PASI compliant by September 2013. There is also concern that the \$125,000.00 grant fund Northern Gateway was to receive may not be forthcoming. Superintendent Andrea to discuss at the next CASS meeting.
- Superintendent Andrea met with Gene Williams, Executive Director, Strategic Financial Services on May 5th, 2011 and discussed:
 - changes to the Special Ed funding model and the impacts it will have;
 - no changes to the PM&O funding;
 - complete review of the funding framework is on the agenda;
 - no changes to the transportation funding;
 - fuel contingency grant may come back; an announcement could be made in July on this;
 - need to schedule a meeting with the Minister to talk about Budget impact on Northern Gateway;
 - Closure of School Grants.

- Jim Ferguson's retirement party is scheduled for May 14th, 2011 at 6:00 p.m.
- Staffing Profile # 2 will be completed May 11th, 2011, with Staffing Profile # 3 to commence on May 18th, 2011.
- The CUPE proposed document has been reviewed and amended.
- The Fox Creek School follow up review is taking place May 9th – 13th, 2011. Administration to receive a full report on May 16th, 2011.
- Principal and Vice-Principal evaluations are almost complete.

FINANCE**FINANCE**

Michael Gramatovich presented to the Board the Site Finance Reports for the period ending April 30th, 2011.

TRANSITIONAL PLANNING**TRANSITIONAL PLANNING***Disposition of Property:*

Administration advised they are following the Disposition of Property Regulation for the David Ovans Elementary and Sunset House School.

Administrative Procedure 539 – Acquisition and Disposition of Property – Buildings and Land was handed out to trustees for their information.

Sunset House School/Community Hall Agreements:

Presented for information.

Letter to Gene Williams:

Presented for information.

School Name Contest:

Administration advised information will be coming out next week on the School Naming Contest to rename Sangudo Jr/Sr High School. The top three names will be presented to the Board at the June 28th, 2011 Board meeting. Board will make the final decision on choosing the name.

Sale of Division Office Update:

Application has been made to the Minister of Education, asking approval to list the property with a real estate agent. Administration is also looking into the possibility of leasing out the main side of the building.

Playground Equipment – Sangudo:

Trustee Hailes asked administration if the division would consider replacing some of the playground equipment at Sangudo if the equipment cannot be moved or does not meet the CFA requirements.

Administration advised they will need to find out the state of the playground equipment and what can be saved before making a decision.

BUDGET 2011/2012**BUDGET 2011/2012***Transportation:*

Transportation will carry forward a \$79,000.00 deficit to the 2011/2012 budget. This does not include any possible increases to bus contractors.

O&M:

This is calculated on a per pupil basis. There will be some savings from the school closures. Budget is balanced for 2011/2012.

Instruction:

Administration had met with every principal. All school budgets are balanced for 2011/2012.

System Governance and Administration:

The Board reviewed the 2011/12 Governance Budget Considerations document provided by administration and discussed ways to balance their 2011/12 budget.

The Board will consider a maximum of 16 Board meetings from August 2011 to June 2012. Administration will provide a schedule of the 16 meetings for review at the next Board meeting.

School Tours to be put on the Board Workshop agenda to be scheduled for the fall of 2011.

PSBAA – further discussion required.

Zone 2/3 – only the Representative and alternate should regularly attend.

Teacher’s Convention – attend at their own cost.

Arts Fest – status quo

Appreciation Evening – status quo

School Council – status quo

Awards – status quo

Capping Per Diems at 8 hours/day – further discussion required

2156-11

Moved by Trustee Maddigan – that the Board approve to move the Organizational Meeting for 2011/2012 to the fourth Tuesday in October.

Motion Carried

**MINISTER’S MEETING
ON THE EDUCATION
ACT REPORT**

**MINISTER’S MEETING ON THE EDUCATION ACT
REPORT**

Kevin Andrea, Superintendent, Mike Gramatovich, Secretary-Treasurer, and Judy Muir, Board Chair, attended a meeting on May 4th, 2011 on Bill 18: The Education Act. Keray Henke, Deputy Minister, Alberta Education reviewed the major changes in the Act. Bill 18: The Education Act has received 2nd reading and was tabled until the fall.

**HIGH SCHOOL
GRADUATION DATES**

HIGH SCHOOL GRADUATION DATES

The High School Graduation schedule was provided for information. The Board will be attending the Valleyview Ranches graduation ceremonies this year.

**HILLTOP HUMANITARIAN
UPDATE**

HILLTOP HUMANITARIAN UPDATE

Letter to Martyn Chapman provided for information.

INVITATION

INVITATION

Administration received an invitation to attend the Grande Prairie-Smoky Progressive Conservative Association Steak Dinner and Social on Friday, May 13th, 2011.

**PUBLIC LIBRARIES
IN SCHOOLS**

PUBLIC LIBRARIES IN SCHOOLS

Sangudo Public Library Agreement:

Administration will schedule a meeting with the Sangudo Municipal Library Board to discuss how recent decisions will affect the Sangudo Public Library. Agreement needs to be reviewed.

Fox Creek Municipal Library Board Agreement:

The Agreement is updated every year. Administration to schedule a meeting with the Fox Creek Library Board.

**MAY 18TH, 2011
LEADERSHIP
CANDIDATES FORUM**

MAY 18TH, 2011 LEADERSHIP CANDIDATES FORUM

Administration to prepare a presentation for the May 18th, 2011 Leadership Candidates Forum.

ALEXIS UPDATE

ALEXIS UPDATE

Administration to contact Doug Nelson to schedule a meeting to discuss the Tuition Agreement.

**ADDITIONAL REPORT
ITEMS**

ADDITIONAL REPORT ITEMS

EXIT INTERVIEWS

EXIT INTERVIEWS

Trustee Miner questioned if Northern Gateway does exit interviews with staff when leaving the division.

Administration will question principals to see if they are performing these exit interviews with their staff.

**REGIONAL MUNICIPALITIES
MEETING**

REGIONAL MUNICIPALITIES MEETING

The Regional Municipalities Meeting is scheduled for May 18th, 2011, to commence at 10:00 a.m. at the Legion in Mayerthorpe, Alberta.

BOARD HIGHLIGHTS

F. BOARD HIGHLIGHTS

The following items will be communicated to our communities:

1. 2011 High School Graduation Schedule
2. Education Act 2011 – DRAFT
3. School Transitions
4. Amended 2011/2012 School Calendar

IN-CAMERA ITEMS

IN-CAMERA ITEMS

2157-11

Moved by Trustee Schalm – that the Board go in-camera at 3:55 p.m. and that Kevin Andrea, and Michael Gramatovich be invited to remain.

Motion Carried

Trustee Hailes left the meeting due to a conflict of interest at 3:55 p.m.

2158-11

Moved by Trustee Gilchrist– that the Board come out of in-camera at 4:09 p.m.

Motion Carried

ADJOURNMENT

I. ADJOURNMENT

2159-11

Moved by Trustee Miner - that the meeting be adjourned at 4:10 p.m.

Motion Carried

Board Chair

Secretary-Treasurer