

**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 OCTOBER 4TH, 2011**

OPENING

A. OPENING

**CALL TO ORDER
AND ROLL CALL**

1. CALL TO ORDER AND ROLL CALL

The October 4th, 2011 meeting was called to order by Chair Muir at 10:05 a.m.

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

Bridgett Jobin, Reporter, Whitecourt Star, was present at this time.

Trustee Barbara Maddigan entered the meeting at 10:06 am.

**ADDITIONS/DELETIONS
TO THE AGENDA**

2. ADDITIONS/DELETIONS TO THE AGENDA

Additions:

D.5.a) YRL Conference

D.5.b) Trustee Absence re: Regular Board Meetings

D.5.c) Grand Opening Hilltop High School

E.11.a) Appreciation Evening Review

Deletions:

B. Appointments – MLA George VanderBurg (Superintendent Andrea passed on the regrets of MLA George VanderBurg, he was unable to attend as a result of a caucus meeting called by the new Premier.)

ACCEPTANCE OF AGENDA

2204-11

3. ACCEPTANCE OF AGENDA

Moved by Trustee Nichol – that the agenda for the October 4th, 2011 Regular Board Meeting be adopted as amended.

Motion Carried

DRAFT MINUTES OF THE SEPTEMBER 13TH, 2011 REGULAR BOARD MEETING

2205-11

C. DRAFT MINUTES OF THE SEPTEMBER 13TH, 2011 REGULAR BOARD MEETING

Moved by Trustee Maddigan – that the draft minutes of the September 13th, 2011 Regular Board Meeting be adopted.

Motion Carried

ACTION ITEMS

MILEAGE RATE FOR ELECTION WORKERS

2206-11

D. ACTION ITEMS

MILEAGE RATE FOR ELECTION WORKERS

Moved by Trustee Hailes – that the Board approve the mileage rate be increased from \$0.48/km to \$0.50/km for the Election Workers.

Motion Carried

POLICY 8 “COMMITTEES OF THE BOARD”

2207-11

POLICY 8 “COMMITTEES OF THE BOARD”

Moved by Trustee Schalm – that Policy 8 “Committees of the Board” be affirmed as amended.

Motion Carried

POLICY 12 “ROLE OF THE SUPERINTENDENT”

2208-11

POLICY 12 “ROLE OF THE SUPERINTENDENT”

Moved by Trustee Schalm – that Policy 12 “Role of the Superintendent” be affirmed as amended.

Motion Carried

POLICY 5 “ROLE OF THE BOARD CHAIR”

2209-11

POLICY 5 “ROLE OF THE BOARD CHAIR”

Moved by Trustee Govenlock – that Policy 5 “Role of the Board Chair” be affirmed as amended.

Motion Carried

APPOINTMENTS & DELEGATIONS

B. APPOINTMENTS & DELEGATIONS

Alberta Health Services: Matt Mitschke and Melaney Sexsmith, Health Promotion Coordinators, entered the meeting at 10:30 a.m.

Matt Mitschke and Melaney Sexsmith, Health Promotion Coordinators, presented information on the “Healthy Weights Initiative” program, the importance of a healthy lifestyle and the current challenges of the rising obesity rates among Canadian adolescents. Many educational and nutritional resources, providing helpful information, are available at the following website: www.albertahealthservices.ca/2925.asp.

Power point presentation attached for information.

Matt Mitschke and Melaney Sexsmith, Health Promotion Coordinators, left the meeting at 11:20 a.m.

ACTION ITEMS

D. ACTION ITEMS

AD HOC COMMITTEE

AD HOC COMMITTEE

2210-11

Moved by Trustee Schalm – that the Board strike an Ad Hoc Committee to review Board Scholarships in particular and Student Awards/Recognition in general.

Motion Carried

Trustees Jim Hailes, Peter Gilchrist, Anne Nichol and Superintendent Kevin Andrea, will form the Ad Hoc Committee.

**CHANGES TO MAY/
JUNE BOARD MEETINGS**

2211-11

CHANGES TO MAY/JUNE BOARD MEETINGS

Moved by Trustee Govenlock – that the Board approve the changes to the Board Meeting dates as follows:

Delete the May 24th, 2012 Board/Superintendent Meeting.
Add a new Board meeting date of May 29th, 2012.
June 12th, 2012 (new Board/Superintendent Meeting date).
Move the June 26th, 2012 meeting to June 19th, 2012.

Motion Carried

**APPOINTMENTS &
DELEGATIONS****B. APPOINTMENTS & DELEGATIONS**

Town of Whitecourt:

Mayor Trevor Thain, CAO Peter Smyl and Councillors Darlene Chartrand, Bill McAree, and Willard Strebchuk entered the meeting at 11:29 a.m. The following agenda items were discussed:

Community Policing

The Town would like to bring in a Police Officer to work directly with the schools on a daily basis. The Town would like to see the cost shared between the County of Woodlands, Northern Gateway Public Schools, Living Waters Catholic School Division and the Town of Whitecourt. Total cost would be approximately \$120,000.00.

Administration agreed this would be very beneficial, but because of the financial commitment this will require further discussion.

Japanese Twinning Program

A number of Alberta municipalities are twinned with Japanese counterparts as a part of the Province's Japan-Alberta Twinning Program. The program provides an opportunity for residents to explore another culture and build friendships with communities abroad.

Whitecourt is part of the Japanese Twinning Program and a School Exchange Program was developed several years ago that has provided high school students and interested community residents travel opportunities. Hilltop High School has been very active in this program. The Town of Whitecourt is looking for chaperones for a trip taking place July 2012, as they do not have enough adult chaperones.

The Town of Whitecourt is willing to cover flights, hotels, and group tour fees for the chaperones.

New Parking Area at Hilltop High

The possibility of a new parking area at Hilltop High School was discussed. Many students currently park their cars across the street from the high school in the Arena parking lot. Future building on the Arena site will make student use of this parking area an issue. Further discussions will need to take place in order to find a solution for the parking issue.

Future Partnership Projects

Discussions on how Northern Gateway Public Schools could partner with the Town of Whitecourt on future projects such as building a change room at Graham Acres. The Hilltop High School football team currently changes into their football gear on the field.

Also discussed was the sports track at Hilltop High School and if it is adequate enough to hold future track and field events and looking at a different location for the sports track. Northern Gateway administration advised that the field at Hilltop High is used for physical education classes and for students to go offsite there would be a cost for bussing. Schools cannot afford the expense of bussing.

Joint Use Agreement

Northern Gateway administration is looking at all the facilities in Whitecourt and would like to work towards a common agreement on how students and the community can access these facilities.

Further discussion on this will continue.

School Updates

The Town of Whitecourt would like an annual report from Northern Gateway to include such things as:

- Growth report (enrollment)
- Student demographics (age – etc.)
- Provincial Test scoring
- Future Capital Projects

Administration to provide an annual report.
Meeting with the members of the Town of Whitecourt ended at 12:13 p.m. and they were invited to stay for lunch. Rhett Czaban, Director of Transportation, entered the Meeting at 1:06 p.m.

ADDITIONAL ACTION ITEMS

YELLOWHEAD REGIONAL LIBRARY CONFERENCE

2212-11

ADDITIONAL ACTION ITEMS

YELLOWHEAD REGIONAL LIBRARY CONFERENCE

Moved by Trustee Gilchrist – that the Board approve Trustee Maddigan be compensated for the registration fee, per diem and mileage expenses from attending the Yellowhead Regional Library Conference, September 23rd, 2011, Edmonton, AB.

Motion Carried

TRUSTEE ABSENT FROM BOARD MEETINGS

2213-11

TRUSTEE ABSENT FROM BOARD MEETINGS

Moved by Trustee Slemko – that the Board approve Trustee Govenlock to miss the January 24th, 2012 and February 14th, 2012 regular Board meetings and potentially the March 13th, 2012 regular Board meeting.

Motion Carried

OFFICIAL OPENING AT HILLTOP HIGH/DIVISION OFFICE

OFFICIAL OPENING AT HILLTOP HIGH/DIVISION OFFICE

Administration to secure a date with Hilltop High administration to start the planning for the Official Opening.

Administration to secure a date for the Official Opening of the new Division Office.

INFORMATION ITEMS/REPORTS

E. INFORMATION ITEMS/REPORTS

ASBA**ASBA**

Trustee Slemko reported from the September 23rd, 2011 meeting and provided an overview of the Chair's Report and details of the meeting which included:

ASBA Report:

- Responses to school boards directives for action.
- Principles adopted to guide the ASBA's political advocacy work.
- Discussion on the transformation of education from school board's perspective.
- Endorsed four-year term for school boards.
- The entire Strategic plan final report is available on ASBA website.

Advocacy Committee:

Topics for next MLA gathering include:

- Predictable-sustainable funding.
- ABCs of school funding.
- Transformation of Education.

Alberta Ed Report:

- Information bulletins for each diploma exam are available on the Education website.
- Teachers attended Standards Setting sessions for Grade 3, 6, 9 math achievement tests and grade 9 social studies.
- International Education week – November 14th – 18th, 2011.
- Three YEP and AERR to be posted on jurisdiction websites by November 30th.
- The Alberta Mentoring Partnership website, www.albertamentors.ca has new resources to help with school mentoring programs.
- AISI is in the final year of Cycle 4 (2009 – 2012) and planning is well underway for Cycle 5 (2012 – 2015).
- The FNMI Families, Parents and Community Engagement workshops postponed in May 2011 due to the Slave Lake catastrophe have been rescheduled for September/October 2011.

Trustee Slemko advised if any of the trustees are interested in the ASBA Executive position, please advise himself or Trustee Hailes.

PSBAA

2214-11

PSBAA

Moved by Trustee Maddigan – that the Board approve Board Chair Muir and Trustee Gilchrist be compensated for expenses from attending the PSBAA Governance Matters Workshop on September 19th, 2011, Nisku, AB

Motion Carried

SUPERINTENDENT'S REPORT**SUPERINTENDENT'S REPORT**

- Superintendent Andrea advised administration will review what meetings staff will attend as all have budget implications.
- A parent in the Valleyview area raised a concern with school prayer being practiced in one of our schools.
- Administration met with INAC to discuss the First Nation Education Agreement. There should be a draft of the agreement out within the next two weeks.
- Administration provided MLA George VanderBurg with speaking points on the Impact of Budget 2011 on Northern Gateway Public Schools.
- Administration to attend a meeting in Fox Creek tonight on the follow up on the school review done on Fox Creek School.
- Northern Gateway received their Accountability Pillar Reports and results will be presented at the October 25th, 2011 Board meeting.
- David Ovans School has been put out to tender and one tender was received. Application for financial assistance to help with the removal of the asbestos is going to the Minister. If no bid is accepted, David Ovans School could be utilized for maintenance and storage space.
- Two upcoming meetings: CFSA Governance Meeting on November 10th, 2011 and Alberta Ed Consultation Meeting on November 24th, 2011.

DEPUTY SUPERINTENDENT'S REPORT**DEPUTY SUPERINTENDENT'S REPORT**

Staffing (Certificated)

275.7153 FTE (2011/12)

290.009 FTE (2010/11)

15 FTE down from last year

Support Staff Hours

4827.76 hr/week (2011/12)

5039.05 hr/week (2010/11)

800 hours down from last year

Principal's workshop was held September 19th – 23rd, 2011, and we have received very positive feedback. On day one, September 20th, 2011, Dianne McConnell and Joy Malloch – Alberta Education, spoke on "Creating a Common Understanding of Inclusive Education". Deputy Minister, Keray Henke spoke on "What was Happening with Education" and provided about thirty minutes for questions.

The second day, September 21st, 2011 the Collective Agreement, Terms of Employment and Learning Coaches were discussed. Konni deGoeij, ATA, presented on the "Teaching Quality Standard".

On the third day, September 22nd, 2011, Suzanne Lundrigan, ASBA, was the presenter and spoke about "Principal Quality Guidelines" and also on school newsletters. Three newsletter templates were presented to principals: 3 seconds, 3 minutes and 30 minutes – addressing your target audience.

FINANCE**FINANCE**

Michael Gramatovich presented to the Board the following report:

Monthly Bank Statement for period ending August 31st, 2011.

**SEPTEMBER 30TH, 2011
ENROLLMENT REPORT****SEPTEMBER 30TH, 2011 ENROLLMENT REPORT**

The enrollment statistics as of September 30th, 2011 indicates a decrease for the 2011/12 school year of 89 FTE students. These are the official enrollment numbers that were sent to the provincial government for funding purposes.

FUEL CONTINGENCY

FUEL CONTINGENCY

The deficit in the Transportation Budget was discussed and what needs to be done to cover this deficit.

Rhett Czaban, Director of Transportation advised, other than cutting bus routes, there is no other viable solution to bringing transportation costs down.

Trustees are concerned with the ongoing deficit in transportation and would like administration to provide a strategy to address this.

2215-11

Moved by Trustee Gilchrist – that administration report back to the Board with a plan to reduce the deficit in transportation to zero over a maximum period of 3 years.

Motion Carried

Rhett Czaban, Director of Transportation left the meeting at 3:16 p.m.

NORTH STAR PLANNING

NORTH STAR PLANNING

North Star Planning provided information on an update to the Town of Mayerthorpe's Area Structure Plan – Highway No. 43 – Southeast Area Structure Plan. Trustee Schalm will report to the Board on any further information from town council meetings he attends.

PSBAA 2012 DRAFT

PSBAA 2012 DRAFT BUDGET AMENDMENT

PSBAA provided an amended copy of the draft 2012 Budget, as the copy sent out in the packages contained a typing error.

**TRANSFORMATION
MEETING REPORT**

TRANSFORMATION MEETING REPORT

Board Chair, Judy Muir and Trustee Barbara Maddigan reported from the September 22nd, 2011 Education Transformation meeting.

It was a very good meeting and well structured. There was a recorder at every table and key words were picked out of discussions.

**MEETING WITH
GARY MAR REPORT**

MEETING WITH GARY MAR REPORT

Trustee Govenlock reported from the September 26th, 2011 meeting with Gary Mar.

Trustee Govenlock spoke to Gary Mar about rural Education and how a one size formula does not fit all.

Mr. Mar did not want to make any commitments that he could not make happen.

**2011 SCHOOL AWARDS
PRESENTATIONS**

2011 SCHOOL AWARDS PRESENTATIONS

Provided for information.

**ADDITIONAL REPORT
ITEMS**

ADDITIONAL REPORT ITEMS

**APPRECIATION
EVEING REPORT**

APPRECIATION EVENING REVIEW

The annual appreciation evening was held on September 30th, 2011. A review of the evening event and suggestions for improvement were discussed by the Board.

Congratulations went out to all who helped with the evening. A meeting will be held with the committee to review/discuss procedures.

BOARD SYNOPSIS

F. BOARD SYNOPSIS

The following items will be communicated to our communities:

1. Annual Staff Appreciation Awards
2. Alberta Health Services Presentation
3. Meeting with Town of Whitecourt
4. Enrollment

IN-CAMERA ITEMS

IN-CAMERA ITEMS

2216-11

Moved by Trustee Schalm – that the Board go in-camera at 3:57 p.m. and that Kevin Andrea, Michelle Brennick and Michael Gramatovich be invited to remain.

Motion Carried

Trustee Hailes left the meeting at 4:12 p.m. due to a conflict of interest re: CUPE negotiations.

2217-11

Moved by Trustee Maddigan– that the Board come out of in-camera at 4:15 a.m.

Motion Carried

ADJOURNMENT

I. ADJOURNMENT

2218-11

Moved by Trustee Schalm - that the meeting be adjourned at 4:16 p.m.

Motion Carried

Board Chair

Secretary-Treasurer