

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

December 12<sup>th</sup>, 2017

Board Room of the Division Office in Whitecourt, AB

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## Opening

### Call to Order and Roll Call

## A. Opening

### 1. Call to Order and Roll Call

The December 12<sup>th</sup>, 2017, meeting was called to order by Chair Muir at 5:10 p.m.

Chair Judy Muir, Trustees, Diane Hagman, Sarah Healy, Sherry Jeffreys, Barb Maddigan, Anita Portsmouth, Gerry Steinke, Ethan Thesen, and Administrators Kevin Andrea, Superintendent, Michelle Brennick, Deputy Superintendent, Michael Gramatovich, Secretary-Treasurer, and Wendy Robertson, Recording Secretary, were present at this time.

Milly McGregor, Assistant Secretary Treasurer, and Lisa Bakos, Communication Officer, were present at this time.

Former Trustees Jim Hailes and Albert Schalm, were present at this time.

Trustee Wigton was absent for the meeting.

**Additions/Deletions  
to the Agenda**

**2. Additions/Deletions to the Agenda**

Addition:

E.15.a) Letter from Mayor of Fox Creek  
I.4.a) TEBA

Chair Judy Muir presented a gift and a thank you to former trustees Jim Hailes and Albert Schalm for their time served as Northern Gateway Public School Board Trustees.

Jim Hailes and Albert Schalm, left the meeting at 5:15 p.m.

Trustee Jeffreys entered the meeting at 5:19 p.m.

**Acceptance of Agenda**

3704-17

**3. Acceptance of Agenda**

Moved by Trustee Maddigan– that the agenda for the December 12<sup>th</sup>, 2017 Regular Board Meeting be adopted as amended.

Motion Carried

**Appointments and  
Delegations**

**B. Appointments and Delegations**

Nil

**Minutes of the  
November 14<sup>th</sup>, 2017**

**C Minutes of the November 14<sup>th</sup>, 2017  
Regular Board Meeting**

**Regular Board Meeting**

3705-17

Moved by Trustee Portsmouth– that the minutes of the November 14<sup>th</sup>, 2017 Regular Board Meeting be adopted.

Motion Carried

**Action Items**

**D. Action Items**

**Policy 2 -  
Appendix B**

**Policy 2 – Appendix B**

3706 – 17

Moved by Trustee Thesen – that the Board approve the revision to Policy 2 – Appendix B as presented.

Motion Carried

**Superintendent  
Evaluation**

**Superintendent Evaluation**

3707-17

Moved by Trustee Portsmouth– that the Superintendent evaluation process be delayed until 2018-2019.

Motion Carried

3708-17

Moved by Trustee Hagman – that the Board self-evaluation process take place in 2018-2019.

Motion Carried

**Locally Developed Courses**

3709-17

**Locally Developed Courses**

Moved by Trustee Healy – that the Board approve to authorize the use of the following Locally Developed Courses acquired from Edmonton School District No. 7 from November 21<sup>st</sup>, 2017 – August 31<sup>st</sup>, 2020: Workplace Essential Skills 25 (3 credits), Workplace Essential Skills 35 (3 credits), Workplace Essential Skills 25 (5 credits), and Workplace Essential Skills 35 (5 credits). Resources used to teach the course are listed in the Learning Resources of the Course Details.

Motion Carried

**Information/Reports**

**ASBA/PSBAA Update**

**E. Information Reports**

**ASBA/PSBAA Update**

Trustee Hagman reported:

- Trustees Hagman and Wigton attended the new trustee orientation workshop
- All members can attend PD opportunities and meetings
- the December 12 Webinar was cancelled
- the Winter Leadership Academy is being held on January 15-17/18 at the Double Tree Hotel in Edmonton.
- Advocacy Goals were chosen: Funding Formula Impact Rural Education and Mental Health
- Edwin Parr Nominations need to be sent in

Northern Gateways' policy proposal regarding Language of Identity for ASBA was dismissed at ASBA's FGM for being out of order.

Peace Wapiti also has their resolution dismissed.

Peace Wapiti is upset how ASBA handled these two resolutions and will be writing a letter to Mary Martin and cc all Boards in the province on the way both motions were handled after both Northern Gateway and Peace Wapiti were told to bring their resolutions forward.

Northern Gateway will see how Peace Wapiti responds to ASBA and then address this issue also.

Trustees requested more background material to fully understand the importance of this issue at the January Board meeting. Trustee Steinke to provide information.

PSBAA:

Chair Muir reported on the PSBAA FGM:

- Governance Seminar: Advocacy Bootcamp was held on Wednesday Nov. 15
- A film was shown put together by PSBAA
- On Thursday, Brian Woodland presented on Community Connection
- Student Leaders were present at the FGM
- The Lois Hole dinner was held in the evening with Bert de Gooijer as the Keynote Speaker. He spoke on the Theodore Case – Saskatchewan Catholic School Boards Association.
- Friday, Nov. 17 was the AGM – budget was passed and Elections took place. From Northern Gateway – Trustee Gerry Steinke was voted in as the 1<sup>st</sup> Vice-President.

**Superintendent's Report**

**Superintendent's Report**

Written report provided for information.

**Finance**

**Finance**

Reports provided for information.

**Board Legal Name  
Change**

**Board Legal Name Change**

Deferred to the January 9<sup>th</sup>, 2018 Board meeting.

**LAPP Board reduces  
member and employer  
contribution rates**

**LAPP Board reduces member and employer  
contribution rates**

Provided for information.

**Lac Ste. Anne  
County 17/18  
Representatives/  
Appointments**

**Lac Ste. Anne County 17/18 Representatives/  
Appointments**

Results of their Organizational meeting provided  
for information.

**Trustee School  
Tours Schedule**

**Trustee School Tours Schedule**

Add a time for the Valleyview Tour dates to  
look at the proposed new school site and the  
Valleyview Multiplex.

Also, arrange a meeting with Towns/Municipalities  
for Council meetings in the evenings.

## Review Election Process

## Review Election Process

- Problems with Town of Whitecourt forms – did not allow voters to return to vote for School Board Trustees
- Advance Voting days should be the same as the Town of Whitecourt
- Have the Municipalities run the election for Northern Gateway
- Some Municipalities only want to do a portion Election Act – may cause problems
- Commissioner of Oath needs to be provided or at least names/locations of a Commissioner of Oath
- People think only parents can vote for School Board Trustees – Senior Citizens think they cannot vote because they have no children in school. More information needs to go out on who can vote for School Board Trustees.
- Information packages for nominations needs to include a time commitment required for the School Board Trustee position.
- Administration to draft letter to Municipalities asking if they would be willing to run the School Board elections and to provide a quote for expenses for this.

## Board Communication

## Board Communication

Provided for information.

## Enrolment Report

## Enrolment Report

Provided for information.

## Suspension Report

## Suspension Report

Provided for information.

**Board Annual Work Plan**

**Board Annual Work Plan**

Provided for information.

**Motion Review Cycle**

**Motion Review Cycle**

Provided for information.

**Trustee Reports**

**Trustee Reports**

Anita Portsmouth

Trustee Portsmouth will be attending Hillside's Production of "Twelve Angry Jurors" scheduled for December 13<sup>th</sup> and 14<sup>th</sup>.

Trustees Portsmouth and Steinke visited a Harry Gray Grade Six class to talk about being a Trustee.

Harry Gray was doing a fundraiser to raise money to buy a goat for a community family. The students raised enough money to buy 20 goats.

**Additional Report Items**

**Additional Report Items**

**Letter from Mayor of  
Creek**

**Letter from Mayor of Fox Creek**

Provided for information.

3710-17

Moved by Trustee Thesen– that the Board accept Information/Reports E1 – E15 as information.

Motion Carried



Topics for Future Discussions

F. Topics for Future Discussions

Results Review

Requests for Information

G. Requests for Information

Nil

Meeting Highlights

H. Meeting Highlights

1. Former Trustees attend Board Meeting
2. Locally Developed Courses
3. Class Size
4. Schedule of School Tours

In-Camera Items

I. In-Cameral Items

3711-17

Moved by Trustee Maddigan – that the Board go in-camera at 7:12 p.m. and that Kevin Andrea, Michael Gramatovich, Michelle Brennick and Milly McGregor be invited to remain.

Motion Carried

Judy Muir, Ethan Thesen and Gerry Steinke, left the room at 8:17 p.m. due to a conflict of interest, re: TEBA and returned at 8:19 p.m.

3712 - 17

Moved by Trustee Portsmouth—that the Board come out of in-camera at 8:20 p.m.

Motion Carried

3713 – 17

Moved by Trustee Jeffreys – that the Board accept the Terms of Employment and Addendum effective January 1<sup>st</sup>, 2018 as presented.

Motion Carried

3714 – 17

Moved by Trustee Jeffreys – that the Board approve as follows for Bus Drivers, Central Services Staff, Maintenance and Transportation Staff and School Based Support Staff (non-union):

Feb/2018 - \$400.00 lump sum payment  
Sept 1/2018 – 1%  
Feb. 1/2019 – 1%  
Sept. 1/2019 - .5%  
Feb. 1/2020 - .5%

Motion Carried

3715 – 17

Moved by Trustee Healy – that the Board Chair send the response as presented to the Division Bus Drivers.

Motion Carried.

Adjournment

I. Adjournment

3716-17

Moved by Trustee Maddigan- that the meeting be adjourned at 8:24 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer