

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

April 14<sup>th</sup>, 2015 - 1:00 p.m.

Board Room of the Division Office in Whitecourt, AB

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**Opening**

**A. Opening**

**Call to Order  
and Roll Call**

**1. Call to Order and Roll Call**

The April 14<sup>th</sup>, 2015 meeting was called to order by Chair Muir at 1:00 p.m.

Chair Judy Muir, Trustees Cindy Granley, Jim Hailes, Sherry Jeffreys, Albert Schalm, Terry Slemko, Beverly Smith, Gerry Steinke, and Administrators Kevin Andrea, Superintendent, Michelle Brennick, Deputy Superintendent, Michael Gramatovich, Secretary-Treasurer, and Wendy Robertson, Recording Secretary, were present at this time.

Roger Lacey, Director of Learning Services, Milly McGregor, Assistant Secretary Treasurer and Lisa Bakos, Communications Officer, were present at this time.

Trustee Jim Govenlock, was absent from the meeting.

**Additions/Deletions  
to the Agenda**

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

D.2.a) Transition to Retirement Incentive Plan  
E.10.a) YRL Report

Delete:

I.2.a) Transition to Retirement Incentive Plan

**Acceptance of Agenda**

3048 -15

**3. Acceptance of Agenda**

Moved by Trustee Schalm– that the agenda for the April 14<sup>th</sup>, 2015 Regular Board Meeting be adopted as amended.

Motion Carried

**Appointments & Delegations**

**B. Appointments & Delegations**

Roger Lacey, Director of Learning Services, provided a comparison chart of the Diploma Exam results for January 2015. – see attached.

The Board did express concern over some of the exam results.

Roger Lacey, completed his report and left the meeting at 1:40 p.m.

**Draft Minutes of the March 24<sup>th</sup>, 2015 Regular Board Meeting**

3049-15

**C. Draft Minutes of the March 24<sup>th</sup>, 2015 Regular Board Meeting**

Moved by Trustee Smith– that the draft minutes of the March 24<sup>th</sup>, 2015 Regular Board Meeting be adopted.

Motion Carried

**Action Items**

**Locally Developed Courses**

3050-15

**D. Action Items**

**Locally Developed Courses**

Moved by Trustee Slemko – that the Board approve to reauthorize the use of the following Locally Developed Courses acquired from Calgary School District No. 19 from September 1<sup>st</sup>, 2015 – August 31<sup>st</sup>, 2019: Yoga 15 (3 credits) and Yoga 25

(3 credits) and Yoga 35 (3 credits). Resources used to teach the courses are listed in the Learning Resources of the Course Details.

Motion Carried

**Additional Action Items**

**Additional Action Items**

**Transition to Retirement Incentive Plan**

**Transition to Retirement Incentive Plan**

Trustees Gerry Steinke and Jim Hailes declared a conflict of interest and left the room at 1:45 p.m.

3051-15

Moved by Trustee Slemko – that the Board approve the Transition to Retirement Plan package effective immediately for all Division employees as presented by administration.

Motion Carried

Trustees Gerry Steinke and Jim Hailes returned to the meeting at 1:52 p.m.

**Information/Reports**

**E. Information/Reports**

**ASBA/PSBAA Update**

**ASBA/PSBAA Update**

**ASBA**

The ASBA Budget & Bylaws Bulletin 2015 provided for information.

Trustee Steinke submitted the Kindergarten proposal for ASBA policy position to ASBA Zone 2/3. Trustee Steinke will speak to this at the next ASBA Zone 2/3 meeting.

## **PSBAA**

Governance Seminar scheduled for Thursday, April 16<sup>th</sup>, 2015, DoubleTree by Hilton Hotel West Edmonton – 16616 – 109 Ave NW, Edmonton.

## **Superintendent's Report**

## **Superintendent's Report**

Written report provided.

Additional report items:

First Student Canada:

Stan Weber, Senior Vice President/First Canada ULC is leaving and will be replaced by Cal Hull.

Sturgeon Lake Western Cree:

The meeting with Sturgeon Lake Western Cree Chief and Education leaders is now scheduled for April 27<sup>th</sup>, 2015.

Artsfest 2015:

Information from Sheila Ranslam, Assistant Superintendent provided for information.

## **Finance**

## **Finance**

Michael Gramatovich reviewed the following report:

- Site Finance Reports as of March 31<sup>st</sup>, 2015.

### **Three Year Capital Plan**

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Provided for information only.

### **C2 Committee Update**

### **C2 Committee Update**

Michelle Brennick, Deputy Superintendent provided a brief update of the March 25<sup>th</sup>, 2015 C2 Committee meeting:

- Priority Framework Template sent to committee members was reviewed.
- Each member was to work on two priorities and presented information at this meeting.
- A lot of relevant information was provided to relay back to the teachers.
- Looking at how to get information back to teachers in a timely fashion.
- Need to let teachers know C2 Committee is actively working on the 35 priorities they had.
- Discussions with school administrators for suggestions on how to roll out information to teachers.
- Information should be delivered by ATA Representative, School Principal and C2 Committee Member from school.
- Would like to do another Thoughtstream exchange to get feedback on the C2 Committees performance and progress.

### **Meetings with Town of Onoway/Alberta Beach**

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Town of Onoway: May 12<sup>th</sup> Board Meeting - Town of Onoway representatives invited to lunch, meeting to follow.

Alberta Beach: May 26<sup>th</sup> or June 16<sup>th</sup>  
Date to be determined.

**ASBIE Annual Report**

**ASBIE Annual Report**

Provided for information.

**Board Annual Work Plan**

**Board Annual Work Plan**

Provided for information.

**Enrolment Report**

**Enrolment Report**

Provided for information

**Suspension Report**

**Suspension Report**

Provided for information

**Additional Report Items**

**Additional Report Items**

**Yellowhead Regional Report**

**Yellowhead Regional Library Report**

Trustee Terry Slemko reported from the April 13<sup>th</sup>, 2015 meeting:

- YRL received approval to purchase a new Disk cleaning machine under \$10,000.00. This machine can clean up to a 100 disks at the same time.
- YRL Needs Assessment/Plan of Services (2016-2018) – must be done every three years and is up for renewal this fall.
- Summer villages meeting update: They will go back to their next council meeting to discuss further about withdrawal from YRL as they did not know about many of the services YRL provides.

- Budget 2015:
  - \$3.5 million increase to Operating Grants
  - 10 cents per capita increase based on 2014 population.
- Trustee Orientation Session takes place on May 20<sup>th</sup>, 2015. Alternates may also attend.
- YRL in-service orientation for Municipal Board Trustees is scheduled for May 23<sup>rd</sup>, 2015.
- The Communications Coordinator position will be filled by Renata Cronin.
- New Library opening in Leduc, Alberta.
- The Director position is evaluated annually and the current Director received a great review.

**Topics for Future Discussions**

**F. Topics for Future Discussions**

Nil

**Requests for Information**

**G. Requests for Information**

Nil

**Meeting Highlights**

**H. Meeting Highlights**

1. Budget 2015
2. Transition to Retirement Incentive Plan
3. January Diploma Exam Report

Milly McGregor, Assistant Secretary-Treasurer and Lisa Bakos, Communications Officer, left the meeting at 2:57 p.m.

**In-Camera Items**

3052-15

**G. In-Camera Items**

Moved by Trustee Jeffreys – that the Board go in-camera at 2:58 p.m. and that Kevin Andrea, Michelle Brennick and Michael Gramatovich be invited to remain.

Motion Carried

3053-15

Moved by Trustee Smith – that the Board come out of in-camera at 3:02 p.m.

Motion Carried

3054-15

Moved by Trustee Jeffreys – that the Board accept the lowest tender received from Tri-Tech Project Management Inc. in the amount of \$538,694.00, excluding GST for the Mayerthorpe High School Entrance Renovations.

**Adjournment**

3055-15

**I. Adjournment**

Moved by Trustee Granley – that the meeting be adjourned at 3:03 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer