

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

January 26, 2016 – 10:00 a.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 January 26<sup>th</sup>, 2016 meeting was called to order by Chair Muir at 10:07 a.m.

Chair Judy Muir, Trustees Jim Govenlock, Jim Hailes, Sherry Jeffreys, Robyn O'Neill, Albert Schalm, Terry Slemko, 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.

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

Trustee Cindy Granley, was absent from the meeting.

### **Additions/Deletions to the Agenda**

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

I. In-Camera: Reverse the order of No. 1 and No. 2

**Acceptance of Agenda**

3241-16

**3. Acceptance of Agenda**

Moved by Trustee Govenlock– that the agenda for the January 26<sup>th</sup>, 2016 Regular Public Board Meeting be adopted as amended.

Motion Carried

**Draft Minutes of the January 12<sup>th</sup>, 2016 Regular Public Board Meeting**

3242-16

**C. Draft Minutes of the January 12<sup>th</sup>, 2016 Regular Public Board Meeting**

Moved by Trustee Hailes– that the draft minutes of the January 12<sup>th</sup>, 2016 Regular Public Board Meeting be adopted.

Motion Carried

Cheryl Lovich, Health & Safety Services Coordinator, entered the meeting at 10:11 a.m.

**Action Items**

**Superintendent/Board Self-Evaluation Review Dates**

3243-16

**D. Action Items**

**Superintendent/Board Self-Evaluation Review Dates**

Moved by Trustee Slemko – that the Board proceed with the Superintendent/Board Self-Evaluation scheduled for May 31<sup>st</sup>, 2016.

Motion Carried

Randy Lovich, Director of Maintenance, entered the meeting at 10:17 a.m.

## Appointments and Delegations

### B. Appointments and Delegations

#### **Health & Safety Services Report:**

Cheryl Lovich, Health & Safety Services Coordinator presented to the Board the current School Emergency Response Plan for emergency situations, should a high risk incident take place in or around Northern Gateway's schools.

The "Emergency Situations at Schools – Information Guide for Parents & Guardians" brochure was shared with the Board. The brochure is still in its draft stage and upon completion will be distributed to all parents of Northern Gateway students within the Division.

Cheryl Lovich, Health & Safety Services Coordinator completed her report at 10:40 a.m. and left the meeting.

#### **Maintenance Report:**

Randy Lovich, Director of Maintenance reported on the Johnson Controls Retro-fit program. The program commenced in 1999. Savings have been made with such changes as replacing T5 bulbs with T8s. As prices come down on the LED lighting – all lights will eventually be replaced with LEDs.

The furnace air handlers in schools are set to shut down at 5 or 6 p.m. to a cooler temperature and to fire back up again at 5 or 6 a.m.

The Director of Maintenance provided a report on how Northern Gateway is currently situated with the washrooms/change rooms in our schools and what would we need to change to accommodate the Guidelines for Best Practices.

Some schools would be easily adapted and other schools would not. Every school could provide washrooms/change rooms to a certain standard, but not showers. There is still a lot of uncertainty as to what is expected.

Randy Lovich, Director of Maintenance, completed his report at 11:18 a.m. and left the meeting.

**Action Items**

**School Calendar  
2016 - 2017**

3244-16

**D. Action Items**

**School Calendar 2016-2017**

Moved by Trustee Slemko – that the 2016-2017 School Calendar be amended to reflect the Christmas break starting December 21<sup>st</sup>, 2016 to January 3<sup>rd</sup>, 2017, with students returning January 4<sup>th</sup>, 2017.

Motion Defeated

3245-16

Moved by Trustee Hailes – that the 2016-2017 School Calendar be amended to reflect the Christmas break starting December 23<sup>rd</sup>, 2016 and the April 13<sup>th</sup>, 2017 day off cancelled.

Motion Defeated

3246-16

Moved by Trustee Steinke – that the 2016- 2017 School Calendar be amended to reflect moving the February 10<sup>th</sup>, 2017 non-instructional day to February 17<sup>th</sup>, 2017 for the Valleyview area only.

Motion Carried

3247-16

Moved by Trustee Hailes – that the 2016 – 2017 School Calendar be approved as amended.

Motion Carried

**Additional Action Items**

**Additional Action Items**

Nil

**Information/Reports**

**E. Information/Reports**

**ASBA/PSBAA Update**

**ASBA/PSBAA Update**

**ASBA**

Trustee Hailes reported from the January 22<sup>nd</sup>, 2016 Zone 2/3 meeting.

Chair's Report – the Zone now has a Facebook page. All Trustees are encouraged to sign up for this means of communication to keep abreast of new developments and issues.

Proposed Policy Forwarding to the Provincial Body: A draft policy was presented, it was very poorly organized and did not reflect the wishes of the membership. The executive was given direction and will bring back another draft to the next meeting. The expectations of the Zone parallel those of Northern Gateway. Both Trustees Govenlock and Hailes were engaged by the Chair on what its contents and format should be and it was indicated that the new draft would be forwarded for our perusal and input before the next presentation to the Zone.

Zone Representatives – In the future all Provincial Executive expense claims will be posted on the ASBA website.

Concern was expressed over the Ministers musing on the dissolution of Boards and perhaps we should be contacting him re publicly elected Boards.

PD – We received a presentation on Provincial Approach to Student Information (PASI). Of the most interest was how students now have direct access to all of their records – re: marks and credentials.

Reserves: Information will be coming out to prepare us for discussions with stakeholders.

### **PSBAA**

Trustee Steinke emailed a link to all trustees to listen to Dave King's comments about ending fully funded Catholic education:

<http://www.cbc.ca/news/canada/edmonton/programs/edmontonam/edmonton-am-podcast-jan-20-2016-1.3412119>

### **Superintendent's Report**

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Written report provided for information.

*Accountability Pillar Survey for Parents and Teachers:*

Trustee Hailes would like to see a higher completion rate for the surveys.

Trustees are contacted by phone only to answer survey questions – no questions are sent to them ahead of time to prepare. Trustees would like a letter sent to the Minister expressing their dissatisfaction with the process of this survey.

3248-16

Moved by Trustee Steinke – that the Board send a letter to the Minister to indicate its displeasure with trustee surveys being conducted solely by telephone and written responses be allowed to be sent.

Motion Carried

## **Finance**

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Written report provided for information.

### **Guidelines for Building Collaboration and Capacity in Education Grant Program**

### **Guidelines for Building Collaboration and Capacity in Education Grant Program**

The goal of this one-time grant is to provide supports to First Nations schools and provincial school authorities. This creates opportunities for First Nations students to receive comprehensive and coordinated education programs and services that are responsive to their needs. In doing so, this Grant Program provides supports for strategic planning, engagement and collaboration in the development and implementation of initiatives that are both school-based and school-linked, and that maintain culture, language and identity of First Nations students.

For provincial school authorities, allocations will be based on the number of First Nations students attending provincial schools through existing Education Services Agreements at a per student allocation of \$335.

### **Alberta Healthy School Community Wellness Fund**

### **Alberta Healthy School Community Wellness Fund**

Our application for the Alberta Healthy School Community Wellness Fund Jurisdictional Level Wellness Grant was approved and the Division will receive \$60,000. Areas of focus include: Healthy Relationships, Active Living, Positive Social Environments and Positive Mental Health.

**International Travel Update**

**International Travel Update**

Waiver Form: Correction

Waiver Form was not from ASBIE, but was from ASBA. Northern Gateway will use this Waiver Form but we will drop Clauses 6 and 11.

Both schools planning international travel this upcoming March have been given the forms and briefed. Schools will be discussing form with parents and travel agencies.

**Town of Onoway Request Response**

**Town of Onoway Request Response**

Letter of response provided for information.

**Rural Transportation - Letter to Minister Eggen**

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Copy of letter provided for information.

**Board Annual Work Plan**

**Board Annual Work Plan**

No changes to plan at this time.

**Additional Report Items**

**Additional Report Items**

Nil



3249-16

Moved by Trustee Hailes – that the Board accept Information/Reports E1-E9 as information.

Motion Carried

**Topics for Future Discussions**

**F. Topics for Future Discussions**

1. Board Evaluation Process

**Requests for Information**

**G. Requests for Information**

**Meeting Highlights**

**H. Meeting Highlights**

1. Accountability Pillar Surveys
2. Alberta Healthy Community School Wellness Fund Jurisdictional Level Wellness Grant
3. 2016-2017 School Year Calendar
4. Health & Safety Services Report

**In-Camera Items**

**I. In-Camera Items**

3250-16

Moved by Trustee Jeffreys – that the Board go in-camera at 2:00 p.m. and that Kevin Andrea, Michelle Brennick and Michael Gramatovich be invited to remain.

Motion Carried

Trustee Steinke declared a conflict of interest and left the meeting at 3:02 p.m.

3251-16

Moved by Trustee Schalm - that the Board come out of in-camera at 3:32 p.m.

Motion Carried

3252-16

Moved by Trustee Govenlock – that the Board endorse The Guiding Principles for Collective Bargaining.

Motion Carried

**Adjournment**

**J. Adjournment**

3253-16

Moved by Trustee Schalm– that the meeting be adjourned at 3:33 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer