

**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 NOVEMBER 20TH, 2013**

OPENING

A. OPENING

CALL TO ORDER

1. CALL TO ORDER

The November 20th, 2013 Regular Board meeting was called to order by Chair Muir at 10:07 a.m.

ROLL CALL

ROLL CALL

Chair Judy Muir, Trustees Jim Govenlock, Cindy Granley, Jim Hailes, Sherry Jeffreys, Albert Schalm, Terry Slemko, Beverly Smith, Gerry Steinke and Administrators Kevin Andrea, Superintendent of Schools and Michael Gramatovich, Secretary-Treasurer.

Sheila Ranslam, Assistant Superintendent and Lisa Bakos, Communications Officer, were present at this time.

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

**ADDITIONS/DELETIONS
TO THE AGENDA**

2. ADDITIONS/DELETIONS TO THE AGENDA

D.6.a) Letters to Association Presidents

E.13.a) YRL Report

G.1 Personnel Update

ACCEPTANCE OF AGENDA

3. ACCEPTANCE OF AGENDA

2735-13

Moved by Trustee Granley – that the agenda for the November 20th, 2013 Regular Board meeting be adopted as amended.

Motion Carried

**APPOINTMENTS &
DELEGATIONS**

B. APPOINTMENTS & DELEGATIONS

A Comprehensive Approach – Looking Back: Annual Education Results Report 2012 – 2013 and Moving Forward: Three Year Education Plan 2013 - 2016

Sheila Ranslam, Assistant Superintendent presented the following report and reviewed the goals, outcomes, strategies, performance measures and targets:

Goal One: An excellent start to learning.

Outcome: Children are reaching emotional, social, intellectual and physical development milestones and are ready for school.

Goal Two: Success for Every Student

Outcome 1: Students achieve student learning outcomes.

Outcome 2: Students demonstrate proficiency in literacy and numeracy.

Outcome 3: Students demonstrate citizenship and entrepreneurship.

Outcome 4: The achievement gap between First Nations, Metis and Inuit (FNMI) students and all other students is eliminated.

Barry Kerton, Reporter, Whitecourt Star, entered the meeting at 10:19 a.m.

Sheila Ranslam, Assistant Superintendent, to complete her report after the presentation from John Shoemaker.

John Shoemaker (Clews & Shoemaker) Auditor, and Milly McGregor, Assistant Secretary Treasurer, entered the meeting at 11:18 a.m.

Audited Financial Statement Presentation

John Shoemaker

Mr. Shoemaker, Division Auditor, presented the Audited Financial Statement for the period ending August 31st, 2013.

Tax Ruling for Kilometers Travelled:

John Shoemaker provided information on the above Tax Ruling.

- This is outlined in Canada Revenue Agency's policy of the Income Tax Act.
- A portion of the mileage paid to an elected School Board Trustee for travelling to and from regular Board/ Committee meetings held at Central Office would be taxable as this is your ordinary place of business.

- You could request an advanced tax ruling to the CRA at a cost of \$5000.00.
- An advance income tax ruling is a written statement given by the Directorate to a taxpayer stating how the CRA will interpret and apply specific provisions of existing Canadian income tax law to a definite transaction or transactions which the taxpayer is contemplating.

2736-13

Moved by Trustee Govenlock – that the Board accept the Audited Financial Statement for the period ending August 31st, 2013.

Motion Carried

John Shoemaker (Clews & Shoemaker) and Milly McGregor, left the meeting at 12:15 p.m.

A Comprehensive Approach – Looking Back: Annual Education Results Report 2012 – 2013 and Moving Forward: Three Year Education Plan 2013 - 2016

Sheila Ranslam, Assistant Superintendent continued the above report and reviewed the goals, outcomes, strategies, performance measures and targets:

Goal Three: Quality teaching and school leadership

Outcome: Teacher preparation and professional growth focus on the competencies needed to help students learn. Effective learning and teaching is achieved through collaborative leadership.

Goal Four: Engaged and effective governance

Outcome 1: The education system demonstrates collaboration and engagement.

Outcome 2: Students and communities have access to safe and healthy learning environments.

Sheila Ranslam, Assistant Superintendent, left the meeting at 1:58 p.m.

DRAFT MINUTES OF THE OCTOBER 29TH, 2013 ORGANIZATIONAL BOARD MEETING

2737-13

C. DRAFT MINUTES OF THE OCTOBER 29TH, 2013 ORGANIZATIONAL BOARD MEETING

Moved by Trustee Steinke – that the draft minutes of the October 29th, 2013 Organizational Board meeting be adopted.

Motion Carried

DRAFT MINUTES OF THE OCTOBER 29TH, 2013 REGULAR BOARD MEETING

2738-13

DRAFT MINUTES OF THE OCTOBER 29TH, 2013 REGULAR BOARD MEETING

Moved by Trustee Govenlock – that the draft minutes of the October 29th, 2013 Regular Board meeting be adopted.

Motion Carried

ACTION ITEMS

D. ACTION ITEMS

**BOARD MEETING
DATE CHANGE**

2739-13

BOARD MEETING DATE CHANGE

Moved by Trustee Schalm – that the Board approve to reschedule the December 17th, 2013 Regular Board meeting to December 10th, 2013.

Motion Carried

**THREE YEAR
EDUCATION/
COMPREHENSIVE
PLAN**

2740-13

THREE YEAR EDUCATION/COMPREHENSIVE PLAN

Moved by Trustee Govenlock – that the Board accept the Three Year Education/Comprehensive Plan 2013 – 2016 as revised.

Motion Carried

Lisa Bakos, Communications Officer, left the meeting at 2:29 p.m.

**ANNUAL SCHOOL
OPERATIONAL
VIABILITY REPORT**

2741-13

ANNUAL SCHOOL OPERATIONAL VIABILITY REPORT

Moved by Trustee Govenlock – that the Board approve the recommendation of the Superintendent for the continued operation of all schools in the Division for the 2014 – 2015 school year and further directs the Superintendent to take the necessary action required to improve the operational viability of the Valleyview Ranch Colony school.

Motion Carried

**ONOWAY HIGH SCHOOL
INTERNATIONAL
FIELD TRIP**

ONOWAY HIGH SCHOOL INTERNATIONAL FIELD TRIP

2742-13

Moved by Trustee Slemko – that the Board approve in principle the Onoway High School Tour Group’s international field trip to France and Italy scheduled for spring break 2015.

Motion Carried

ADDITIONAL ACTION ITEMS

ADDITIONAL ACTION ITEMS

LETTERS OF THANK YOU TO THE PAST AND INCOMING ASSOCIATION PRESIDENTS

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2743-13

Moved by Trustee Steinke – that the Board send letters of thank you to the past ASBA/PSBAA Association Presidents and congratulation letters to the incoming Presidents.

Motion Carried

INFORMATION ITEMS/ REPORTS ASBA

E. INFORMATION ITEMS/REPORTS

ASBA

ASBA Strategic Plan 2014-17:

2744-13

Moved by Trustee Schalm – that the ASBA Strategic Plan 2014-17 be deferred to the December 10th, 2013 Board meeting.

Motion Carried.

PSBAA

PSBAA

Chair Muir reported from the 2013 AGM held on Friday November 15th, 2013 and elections were held for the Executive Committee positions:

Elected:

President: Arlene Hrynyk
First Vice President: Rick Massini
Section Vice President: Kathy Cooper

Director: Cheryl Maclsaac
Director: Kathleen Linder

From the Advocate (Newsletter):

Please provide feedback on the Fall General Meeting through an online survey. The survey will be sent to all participants or a link is provided on the Advocate. Survey will close December 16th, 2013.

On January 16th, 2014 the Association will be hosting a Governance Seminar on Advocating for Public School Education.

On Thursday, February 6th, 2014 from 9:00 a.m. – 3:00 p.m. PSBAA will be hosting a full day orientation for new and returning Council Representatives.

ASBA FGM Reports:

Trustees reported on the following sessions:

Alberta's Political Landscape

- was not the usual presenter
- session was like a mini survey

How School Boards Govern: the path forward:

- session provided info on the direction governance is taking
- participants were provided a booklet which will be discussed at the Board Workshop

Learning and technology policy framework:

- very insightful and session was good
- booklet was provided; if interested in looking at contact Trustee Jeffreys

Cyberbullying: a legal response:

- this will be in the new Education Act

SUPERINTENDENT'S REPORT

SUPERINTENDENT'S REPORT

- ATA Collective Agreement – meeting on November 28th, 2013. To date 27/62 school boards have settled; this includes all four of the metro boards.
- Two documents have recently come out of ASBA:
 - a) Education Act and Regulatory Review and
 - b) Board Governance.

- Trustees were provided with a Draft Board Workshop Agenda showing the proposed presentations.
- The Western Cree Tribal Council CEO position is currently vacant.
- Meetings with each site to discuss steps needed to be taken in addressing the C-10 clause in the provincial Framework Agreement will be completed throughout November and December. The C-10 clause talks about a 907 instructional time cap. Administration to report back to the Board in January on these meetings.
- The following committee meetings were scheduled: Policy Committee – December 9th at 1:00 p.m. in Whitecourt; Advocacy Committee – date to be determined.

DEPUTY SUPERINTENDENT’S REPORT

DEPUTY SUPERINTENDENT’S REPORT

No report.

ALBERTA EDUCATION LETTER: OLD DIVISION OFFICE

ALBERTA EDUCATION LETTER: OLD DIVISION OFFICE

Letter from Alberta Education in regards to the sale of the old Division Office building and property provided for information.

ASBA TASK FORCE ON STRENGTHENING THE PROVINCIAL VOICE OF SCHOOL BOARDS

ASBA TASK FORCE ON STRENGTHENING THE PROVINCIAL VOICE OF SCHOOL BOARDS

Trustee Steinke submitted his name as being interested in serving on this task force.

TAX RULING FOR KILOMETERS TRAVELLED

TAX RULING FOR KILOMETERS TRAVELLED

2745-13

Moved by Trustee Steinke– that the Board direct Administration to send a letter to the two local MP’s requesting clarification of the tax ruling on expense allowance for trustees.

Motion Carried

2746-13

Moved by Trustee Hailes – that the Board direct Administration to send a letter to the Canada Revenue Agency expressing concern and requesting a review of the Policy for elected trustees travel exemption.

Motion Carried

**JANUARY 9TH, 2013
TEACHER INDUCATION**

JANUARY 9TH, 2013 TEACHER INDUCTION

Just a reminder for Trustees to book this date on their calendars.

**GROUP BENEFITS
INSURANCE COMMITTEE
MEETING RECORD**

**GROUP BENEFITS INSURANCE COMMITTEE
MEETING RECORD**

Trustee Govenlock reviewed the November 12th, 2013 Group Benefits Insurance Committee meeting record.

No changes were made to the meeting record at this time.

**C2 COMMITTEE
INTERIM REPORT**

C2 COMMITTEE INTERIM REPORT

C2 Report required by the government to be sent in by October 31st, 2013. Administration reviewed the report for trustees.

**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.

TRUSTEE REPORTS

TRUSTEE REPORTS

Terry Slemko

Onoway Elementary School held their Parent Council meeting at 1:00 p.m. as opposed to the 7:00 p.m. meeting they usually hold. The same people attended the 1:00 p.m. meeting.

Trustee Slemko attended the Remembrance Day Ceremony at Onoway High School. This was the 1st time this year the OHS Band had performed with the new band instructor and did a great job.

The Lac Ste. Anne Trail has been marked and the Onoway Elementary School is holding an art competition with the winning art placed on poles in the community in recognition of this historic trail.

Judy Muir

Chair Muir also attended the Onoway High School Remembrance Day Ceremony. The 600 students in the gym were very attentive; was very touching to see.

Jim Hailes

The presenter at the ASBA FGM from Parkland School Division talked about having students doing video newsletters, thus encouraging more parents to view them. Would be interested in having Fox Creek School do a trial run on this, but there may be FOIP and Bandwidth issues with this.

ASBA FGM Session - Speaking Publicly:

- Bob Layton, Broadcaster was the presenter and gave tips on public speaking:
 1. do not hold the microphone too far back
 2. do not have fingers/hands in front of mouth when talking

Trustee Hailes and Slemko are unable to attend the next Zone 2/3 meeting, but Chair Muir will attend.

2747-13

Moved by Trustee Hailes – that the Board approve Chair Judy Muir to attend as a voting member for the November 29th, 2013 Zone 2/3 meeting.

Motion Carried

ADDITIONAL REPORT ITEMS

ADDITIONAL REPORT ITEMS

YELLOWHEAD REGIONAL LIBRARY

YELLOWHEAD REGIONAL LIBRARY

Trustee Slemko reported from the November 4th, 2013 YRL meeting:

- Organizational meeting:
 - Chair: Derril Butler
 - Vice Chair: Dan Pritchard
 - Terry Slemko was elected as the representative for School Boards on Executive Committee.
 - Barb Maddigan was appointed as the Town of Whitecourt representative, also elected to Executive.
- By Ministerial Order, Summer Village of Castle Island is now a member of YRL.
- YRL Staff Association tentative agreement showing a 2% increase was approved.
- 2014 Budget approved – no increase in per capita since 2009:
 - Per capita rate \$4.30
 - Student levy \$13.95
- FTE staff – 21.52
- Building is 23 years old.

meeting at 4:00 p.m.

BOARD HIGHLIGHTS

F. BOARD HIGHLIGHTS

The following items will be communicated to our communities:

1. Audited Financial Report
2. Annual School Operational Viability Report
3. A Comprehensive Approach: Education Planning and Reporting
4. Sale of Old Division Office
5. Onoway High School International Field Trip

IN-CAMERA ITEMS

IN-CAMERA ITEMS

2748-13

Moved by Trustee Schalm – that the Board go in-camera at 4:07 p.m. and that Kevin Andrea, and Michael Gramatovich be invited to remain.

Motion Carried

2749-13

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

Motion Carried

ADJOURNMENT

J. ADJOURNMENT

2750-13

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

Motion Carried

Board Chair

Secretary-Treasurer