

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

February 11, 2020

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 February 11<sup>th</sup>, 2020, meeting was called to order by Chair Wigton at 1:09 p.m.

Chair Linda Wigton, Trustees, Diane Hagman, Jim Hailes, Sherry Jeffreys, Barb Maddigan, Judy Muir, Christine Peck, Anita Portsmouth, Gerry Steinke and Administrators Kevin Andrea, Superintendent, Assistant Superintendent, Leslee Jodry, Tamara Spong, Secretary Treasurer and Wendy Robertson, Recording Secretary, were present at this time.

Lisa Bakos, Communications Officer, was present at this time.

**Treaty Land  
Acknowledgement**

**2. Treaty Land Acknowledgement**

Vice Chair Sherry Jeffreys read the Acknowledgement.

Additions/Deletions  
to the Agenda

3. Additions/Deletions to the Agenda

Addition:

- D.3.a) Policy Committee Report and Recommendation
- E.13.a) FOIP Breach
- E.13.b) Trustee Reports
- I.2.a) Letter from MLA

Acceptance of Agenda

4. Acceptance of Agenda

4157-20

Moved by Trustee Maddigan – that the agenda for the February 11<sup>th</sup>, 2020 Regular Board Meeting be adopted as amended.

Motion Carried

Appointments and  
Delegations

B. Appointments and Delegations

Nil

Minutes of the  
January 14<sup>th</sup>, 2020  
Regular Board Meeting

C. Minutes of the January 14<sup>th</sup>, 2020  
Regular Board Meeting

4158-20

Moved by Trustee Portsmouth– that the minutes of the January 14<sup>th</sup>, 2020 Regular Board Meeting be adopted as presented.

Motion Carried

Action Items

Hilltop Jr/Sr High  
International Field Trip

4159-20

Hillside Jr/Sr High  
International Field Trip

4160-20

Additional Action Items

Policy Committee Report

4161-20

Information/Reports

D. Action Items

Hilltop Jr/Sr High International Field Trip

Moved by Trustee Muir – that the Board approve in full the Hilltop Jr/Sr High International Field trip to the Iron Curtain Tour (Germany, Poland, Czech Republic, Hungary), scheduled from April 1<sup>st</sup> – April 10<sup>th</sup>, 2020.

Motion Carried

Hillside Jr/Sr High International Field Trip

Moved by Trustee Steinke – that the Board approve in full the Hillside Jr/Sr High International Field trip to Ecuador, scheduled from April 1<sup>st</sup> – April 11<sup>th</sup>, 2020.

Motion Carried

Additional Action Items

Policy Committee Report

**Recommendation:** Moved by Trustee Steinke – that the Board approve adding the Audit Committee and Terms of Reference as proposed by the Audit Committee to Policy 8 – Section 11.

Motion Carried

E. Information/Reports

## ASBA/PSBAA

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### ASBA: (Anita Portsmouth)

ASBA Zone 2/3 Meeting – January 17, 2020:

The following deadlines were presented:

- Honoring Spirits – February 1<sup>st</sup>, 2020
- Items to be brought for a Spring General Meeting – February 28<sup>th</sup>, 2020
- Edwin Parr Nominations – tentatively March 15<sup>th</sup>, 2020

PD Workshop/Presentation from Maurice Fritze:

- Maurice presented on Collective Advocacy and the importance of working together towards a common goal.

President Lori Jess video conference:

- Discussed that there is an upcoming board of directors meeting with board chairs on February 12<sup>th</sup>, 2020.
- She has had discussions with R.E.A.C.H. which is a non-profit organization that focuses on crime prevention and education with schools.

C.E.O. Dr. Vivian Abboud

- Has been in conversation with Education ministry and is hoping to get more information about the direction of the funding formula. She said that the minister did mention that among other items, rural equity is a focus. Cost growth predictability and share of classrooms will also be considered.

Board of Directors Report:

- Request to school divisions to share their stories.

ZHWC:

- Presented "Terms of Reference"
- Zone Health and Wellness Committee (ZHWC)
- Terms of reference available upon request.

Alberta Education Report – Nathan Freed:

- Reminder to tap into IMR funds to assist with classroom funding.
- Clarification the OH&S will only require one committee per division rather than one per school.
- EpiPen – there is a requirement that there be one in each school. There was some challenges for bulk orders. If your school division is still having trouble with the bulk orders please provide feedback and talk to other divisions to see what they were able to do. (There was a question about the requirement of the EipPen as one per school would not be sufficient, ie. field trips, and that the costs of obtaining enough and maintaining the EipPens to date are becoming significant. Nathan Freed will bring the concern back to the Education Minister and submit the reply to ASBA.)
- New Learn Alberta (ERLC) – movement towards digital platform.
- Alberta Education surveys – mail outs have begun. Participants can complete surveys online.

ERLC – In-Camera

Discussion:

- Boards were asked to share how they are saving funds.
- Some had reduced to 4 or 9 (5 days then 4) day weeks to reduce costs. (One board commented they estimated that they save \$150,000 per day in transportation cost alone).

PSBAA: (Christine Peck)

- Meeting was held on February 7<sup>th</sup>, 2020.

- Meeting highlights will be out next week.
- Work Plan will help to build relationships with stakeholders.
- PSBAA will continue working forward with the current membership instead of looking for new members.
- The announcement of the new Executive Direction will be coming soon.

### Superintendent's Report

### Superintendent's Report

Report provided for information.

### Finance

### Finance

Reports provided for information:

### ASBIE Insurance Meeting Report

### ASBIE Insurance Meeting Report

Further to the decision to service notice to ASBIE, (35 of 44 school boards have done so), Northern Gateway Public Schools will continue to participate in discussions with other insurance providers to ensure it gets the best coverage/ rate possible. If unsuccessful, the Board will review a recommendation to remain in ASBIE prior to June 1<sup>st</sup>, 2020.

### Advocacy Committee Meeting Record

### Advocacy Committee Meeting Record

Provided for information.

Advocacy Plan Proposal provided for information.

Michelle Brennick, Deputy Superintendent,  
entered the meeting at 2:10 p.m.

4162-20

Moved by Trustee Hailes – that the Board approve Trustee Maddigan to attend the Alberta School Councils Conference April 24<sup>th</sup> – 26<sup>th</sup>, 2020 at the Delta Marriott Edmonton South Conference Centre.

Motion Carried

2020 – 2021 DRAFT  
School Year Calendar

2020-2021 DRAFT School Year Calendar

Provided for information.

4163-20

**Recommendation:** Moved by Trustee Hailes – that the Board directs administration to explore a School Year calendar reducing the school days.

Motion Carried

Graduation 2020  
Schedule

Graduation 2020 Schedule

Provided for information.

Percentage of Absenteeism  
Cancellation  
on Bus Cancellation Days

Percentage of Absenteeism on Bus  
Days

Provided for information.

Letter from Board Chair -  
Grande Yellowhead

Letter from Board Chair – Grande Yellowhead

Board of Trustees of Grande Yellowhead Public School Division, invited members of the NGPS Board of Trustees to meet and discuss matters

of mutual interest.

NGPS Board Chair will send a letter stating we will contact them in the near future.

**Board Annual Work Plan**

**Board Annual Work Plan**

Provided for information.

**Motion Review Cycle**

**Motion Review Cycle**

Provided for information.

**Additional Report Items**

**Additional Report Items**

**FOIP Breach**

**FOIP Breach**

Letter provided for information.

**Trustee Reports**

**Trustee Reports**

Anita Portsmouth

- Requested Trustee Reports be put on the Board agenda when only one meeting per month.
- Would like trustees to report on any Advocacy they have participated in.
- Trustee Portsmouth went to a community event and sat with the MLA and had a conversation with a trustee from Holy Family on immunization.

Diane Hagman

- A parent was asking for information on wanting to attend the ASCA Conference.



- Administration will look into the application process and share information at the Administrators meeting on February 12<sup>th</sup>.

Judy Muir

- Attended Grasmere School, where 4 schools presented a Showcase together.
- A lot of parents attended.

Topics for Future Discussions

F. Topics for Future Discussions

Nil

Requests for Information

G. Requests for Information

Nil

Meeting Highlights

H. Meeting Highlights

1. International Field Trips
2. Budget 2020
3. ASBIE Insurance Meeting
4. Graduation 2020 Schedule
5. Absenteeism on Bus Cancellation Days

Lisa Bakos, Communciations Officer, left the meeting at 3:56 p.m.

In-Camera Items

I. In-Camera Items

4164-20

Moved by Trustee Hagman – that the Board move into In-Camera at 3:56 p.m.

Motion Carried

Trustee Hailes not present for the vote.

4165-20

Moved by Trustee Hailes – that the Board move out of In-Camera at 4:13 p.m.

Motion Carried

4166-20

Moved by Trustee Jeffreys – that the Board Chair respond to the MLAs letter of February 10<sup>th</sup>, 2020.

Motion Carried

4167-20

Moved by Trustee Wigton – that the Chair access assistance as required in order to provide the Board of Trustees with information regarding Succession Planning.

Motion Carried

**Adjournment**

**J. Adjournment**

4168-20

Moved by Trustee Maddigan- that the meeting be adjourned at 4:15 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer