

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

May 12, 2015 – 10:00 a.m.

Board Room of the Division Office in Whitecourt, AB

**Opening**

**A. Opening**

**Call to Order  
and Roll Call**

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

The May 12<sup>th</sup>, 2015 meeting was called to order by Chair Muir at 10:00 a.m.

Chair Judy Muir, Trustees, Cindy Granley, Jim Govenlock, 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 Gloria Kirsch, Recording Secretary, were present at this time.

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

**Additions/Deletions  
to the Agenda**

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

- B. Meeting with the Town of Onoway
- D.6.a) Response to the Town of Mayerthorpe
- E.11.a) Bus Contractor Information
  
- D.4. Direction for Budget 2015 will be moved to later in the meeting when Randy Lovich, Director of Maintenance, and Rhett Czaban, Director of Transportation, are present.

**Acceptance of Agenda**

3066-15

**3. Acceptance of Agenda**

Moved by Trustee Jeffreys – that the agenda for the May 12<sup>th</sup>, 2015 Regular Board Meeting be adopted.

Motion Carried

**Draft Minutes of the April 28<sup>TH</sup>, 2015 Regular Board Meeting**

3067-15

**C. Draft Minutes of the April 28<sup>TH</sup>, 2015 Regular Board Meeting**

Moved by Trustee Schalm – that the draft minutes of the April 28<sup>th</sup>, 2015 Regular Board Meeting be adopted.

Motion Carried

**Action Items**

**Locally Developed Course**

3068-15

**D. Action Items**

**Locally Developed Course**

Moved by Trustee Govenlock – that the Board approve to authorize the use of the following Locally Developed Course acquired from Northern Lights School Division No. 69 from September 1, 2015 – August 31, 2016: Class V Driver Training 35 (3 credits). Resources used to teach the course are listed in the Learning Resources of the Course Details.

Motion Carried

**Minister's Student Advisory Council**

3069-15

**Minister's Student Advisory Council**

Moved by Trustee Hailes – that the Board serve as a Mentor Board supporting travel and accommodation costs for a Northern Gateway Public Schools student to attend.

Motion Carried

**Onoway High School International Field Trip**

3070-15

**Onoway High School International Field Trip**

Moved by Trustee Slemko – that the Board approve in principle the Onoway High School international field trip to tour Germany, Czech Republic and Austria, scheduled for April 11-22, 2017.

Motion Carried

**Letters of Congratulations And Thanks**

3071-15

**Letters of Congratulations and Thanks**

Moved by Trustee Steinke – that the Board extend letters of congratulations to the incoming Premier and local MLA's and letters of thanks to outgoing local MLA's.

Motion Carried

Trustee Hailes was absent for the vote.

**Additional Action Items**

**Response to the Town of Mayerthorpe**

**Additional Action Items**

**Response to the Town of Mayerthorpe**

Superintendent Kevin Andrea sought clarification on items to be included in a letter to the Town of Mayerthorpe responding to topics left unanswered at the meeting held on April 14<sup>th</sup>, 2015.

**Information/Reports**

**ASBA/PSBAA Update**

E.

**Information Reports**

**ASBA/PSBAA Update**

**ASBA**

Nothing to report.

**PSBAA**

Trustee Steinke provided a report.

1. Trustees were given a copy of the work plan that will be presented to members.

Trustees are asked to give feedback to Trustee Steinke or Board Chair Muir to take back to PSBAA before the plan is accepted.

**Superintendent's Report**

**Superintendent's Report**

Written report provided.

Superintendent Andrea had two additional items.

1. Possibility of a lower enrolment cap on students attending Northern Gateway Public Schools from Alexis.

2. Growth Alberta invitation to Northern Gateway Public Schools for student participation in their annual Growing Opportunities School Expo. Invite to be shared with the schools.

## Finance

## Finance

Mike Gramatovich reviewed the following reports:

1. Site Finance Reports as of April 30, 2015

## Ward/Electoral Subdivision Boundaries

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Mike Gramatovich shared information on changing Ward boundaries and Electoral Subdivision Boundaries with Trustees.

Further information will follow.

## In-Camera Items

## G. In-Cameral Items

3072-15

Moved by Trustee Jeffreys – that the Board go in-camera at 11:10 a.m. and that Kevin Andrea, Michelle Brennick and Mike Gramatovich be invited to remain.

Motion Carried

Moved by Trustee Jeffreys – that the Board come out of in-camera at 11:30 a.m.

Motion Carried

## Appointments and Delegations

## B. Appointments and Delegations

## Town of Onoway

Mayor Dale Krasnow, CAO Wendy Wildman, Public Works Manager Jason Madge and Councillors: Judy Tracy and Corinne Feth entered the meeting at 11:35 a.m.

Onoway High School Principal James Trodden and Onoway Elementary School Principal Lynn Shabada entered the meeting at 11:35 a.m.

Director of Maintenance Randy Lovich entered the meeting at 11:35 a.m.

Board Chair Judy Muir asked for introductions to be made and if there were additions to the agenda.

Mayor Krasnow asked that the following items be added to the agenda:

1. School Resource Officer
2. Memorandum of Agreement for New School
3. General Matters for Discussion

## School Updates

Principal Lynn Shabada reported on what is happening at Onoway Elementary School.

Principal James Trodden reported on what is happening at Onoway High School.

## New Onoway High School Update

Director of Maintenance Randy Lovich reported on the progress of the new Onoway High School project.

Completion date for the new school is August 31, 2016.

The old Onoway High School will be demolished

after the new building is completed.

#### School Resource Officer

The Town of Onoway would like a Memorandum of Agreement signed by both schools before this initiative goes forward.

Superintendent Andrea will send the Town of Onoway the draft Memorandum as soon as it is completed.

The Resource Officer will work part time in Onoway High School and part time in a high school in the Evergreen Catholic School Division in Spruce Grove. The position is expected to be in place for September 1, 2015. This is a three year pilot project after which it will be up to the schools to continue or not.

The Board would like a report on the project at the end of the pilot.

#### Memorandum of Agreement for New Onoway High School

The Town of Onoway donated \$100,000.00 to help move the new Onoway High School project forward. Would like a Memorandum of Agreement that will allow community members to use the walking track and meeting rooms.

Superintendent Andrea explained that this should be taken care of through a Joint Use Agreement. A meeting will be set up in the near future to discuss this.

#### New MLA

Mayor Krasnow asked if the Board had met with the new Whitecourt-Ste. Anne MLA.

The Board will be issuing invitations to both of the new MLAs serving Northern Gateway Public

Schools.

Beautification Committee

Request from the Onoway Beautification Committee to have a learning garden set up at Onoway High School.

Child Care

The Town of Onoway would like the school division to support them in moving forward an initiative to bring child care facilities to the town. Many parents work in Spruce Grove or Stony Plain and enrol their children in schools within those municipalities because there isn't a child care facility in Onoway.

Town of Onoway representatives left the meeting at 12:25 p.m.

Director of Transportation Rhett Czaban entered the meeting at 1:00 p.m.

**Action Items**

**Direction for Budget 2015**

3073-15

**D. Action Items**

**Direction for Budget 2015**

Moved by Trustee Govenlock – that administration bring back a draft budget using up to \$500,000 of accumulated operating surplus.

Trustee Granley left the meeting at 2:30 p.m.

Motion Carried



Director of Maintenance Randy Lovich left the meeting at 2:34 p.m.

**Information/Reports      E.**

**Information Reports**

**Additional Report Items**

**Additional Report Items**

**Bus Contract Information**

**Bus Contract Information**

Trustee Jeffreys reported that bus contractors have been questioning the wording of their contracts.

Retiring bus contractors are requesting the right to be able to sell their school division bus routes with the sale of their buses.

Administration indicated that bus routes are established each year based on a number of factors and cannot be guaranteed. They are not considered to be either property or entitlement; therefore the division will not provide assurances related to the contractor requests.

Director of Transportation Rhett Czaban left the meeting at 2:44 p.m.

**Certificate of Environmental Accomplishment**

**Certificate of Environmental Accomplishment**

Certificate of Environmental Accomplishment from Shred-it was included in the agenda package.

**ASEBP**

**ASEBP**

Mike Gramatovich reviewed information from:

- The Health Benefit Claims Experience Report
- 85.6% useage in our Division
  
- The Premium Rate Notification for the 2015-16 School Year

**Update to Transition to Retirement Incentive Plan**

**Update to Transition to Retirement Incentive Plan**

Michelle Brennick shared information with the Board on how this program will impact the budget.

**Enrolment Report**

**Enrolment Report**

Enrolment Report for April 2015 shows the Division is 10 FTE above September 2014 numbers.

**Suspension Report**

**Suspension Report**

Report for April 2015 shows that the number of suspensions reduced by 15 over the previous month.

**Board Annual Work Plan**

**Board Annual Work Plan**

Recommendation was to leave the Work Plan as is for now as the Board will not be able to keep to the timeline with the change in the provincial government.

**Topics for Future Discussions**

**F. Topics for Future Discussions**

Nil

**Requests for Information**

**G. Requests for Information**

Nil

**Meeting Highlights**

**H. Meeting Highlights**

1. Meeting with the Town of Onoway
2. Locally Developed Courses
3. Budget Direction for 2015
4. Letters of Congratulations and Thanks

**Adjournment**

3074-15

I. **Adjournment**

Moved by Trustee Schalm- that the meeting be adjourned at 3:11 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer