

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

June 16th, 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 June 16th, 2015 meeting was called to order by Chair Muir at 10:00 a.m.

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, 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.

**Additions/Deletions
to the Agenda**

2. Additions/Deletions to the Agenda

D.7.a) AP 370 Board Awarded Scholarships

Acceptance of Agenda

3. Acceptance of Agenda

3088 -15

Moved by Trustee Schalm– that the agenda for the June 16th, 2015 Regular Public Board Meeting be adopted as amended.

Motion Carried

**Draft Minutes of the
May 26th, 2015
Regular Board Meeting**

3089-15

**C. Draft Minutes of the May 26th, 2015
Regular Board Meeting**

Moved by Trustee Smith– that the draft minutes of the May 26th, 2015 Regular Board Meeting be adopted.

Motion Carried

Action Items

**Board Meeting
Schedule 2015/2016**

3090-15

D. Action Items

Board Meeting Schedule 2015/2016

Moved by Trustee Hailes – that the Board approve the 2015-2016 Board Meeting schedule as amended:

Sept. 1 /15	Feb. 9/16
Sept. 22/15	Feb. 23/16
Oct. 6/15	Mar. 15/16
Oct. 20/15 (Org & Reg.)	Apr. 5/16
Nov. 10/15	Apr. 19/16
Nov. 24/15	May 10/16
Dec. 8/15	May 24/16
Jan. 12/16	June 14/16
Jan. 26/16	June 28/16

Motion Carried

**New Homeland Colony
School**

3091-15

New Homeland Colony School

Moved by Trustee Schalm – that the Board approve the creation of the New Homeland Colony School as recommended by the Superintendent.

Motion Carried

**Group Benefits Insurance
Committee Meeting Record**

3092-15

**Group Benefits Insurance Committee
Meeting Record**

Moved by Trustee Govenlock – that the Board approve to add to the plan, Blood Pressure Monitors at no change in rates, at a maximum of \$150.00 every three years, excluding repairs.

Motion Carried

3093-15

Moved by Trustee Govenlock – that the Board support an overall premium increase of 3.8% with Sun Life Financial, effective September 1st, 2015.

Motion Carried

PSBAA Membership

3094-15

PSBAA Membership

Moved by Trustee Slemko – that the Board approve Northern Gateway Public Schools to withdraw their membership from PSBAA effective the 2015-2016 school year.

Motion Defeated

Budget 2015-2016

3095-15

Budget 2015-2016

Moved by Trustee Govenlock – that the Board approve to amend the Operating Budget for 2015/16 to reflect the 4.8% administration charge within the OP&M and Transportation budgets, and, that reserve funds be used from other sources.

Motion Carried

3096-15

Moved by Trustee Govenlock – that the Board approve to remove School Tours from the Governance Budget for the 2015-2016 school year.

Motion Defeated

3097-15

Moved by Trustee Govenlock – that the Board approve to defer the vote on the Operating Budget until after in-camera.

Motion Carried

Appointments and Delegations

B. Appointments and Delegations

Maintenance Review Report

Ricky Soni, Grant Thorton, and Randy Lovich, Director of Maintenance and Sheila Ranslam, Assistant Superintendent, entered the meeting at 1:00 p.m.

In-Camera Items

I. In-Camera Items

3098-15

Moved by Trustee Steinke – that the Board go in-camera at 1:00 p.m. and that Kevin Andrea, Michelle Brennick, Michael Gramatovich, Milly McGregor, Randy Lovich, Sheila Ranslam and Ricky Soni, be invited to remain.

Motion Carried

Ricky Soni, Grant Thorton, left the meeting at 1:57 p.m.

3099-15

Moved by Trustee Smith – that the Board come out of in-camera at 2:26 p.m.

Motion Carried

Appointments and Delegations

B. Appointments and Delegations

Randy Lovich, Director of Maintenance, presented his Maintenance Update report:

- One summer student in Sangudo area is leaving June 26th, 2015. We are in the process of hiring a replacement.
- All computer and related equipment will be subject to a \$10.00 per piece charge.
- Ongoing repairs to monthly requests.
- Onoway High School New School construction project is going well and on schedule.
- Phase One: NGPS Support Services Building renovations for maintenance and technology is 98% complete. Phase two: Construction on the new office renovations in the old science room, Grade 5 and 6 is underway. Waiting for Shred-it to come so renovations can continue.
- Pat Hardy new modular classroom/washroom start-up meeting was June 11th, 2015.
- IMR projects have been tendered out, some projects are underway.
- Many grounds projects such as tree removal/pruning, topping up sand jumping pits, landscaping and weed control will be completed by the end of August at various schools.

IMR Projects:

- Darwell Library renovation has started, maintenance portion and flooring is completed, waiting on contractor to install millwork around the middle of July, project on schedule.
- Hilltop High: renovation to Home Ec. Classroom demolition has started, painting and flooring is the next stage, project on schedule, 50 % complete.

- Elmer Elson security camera installation started June 8th, 2015.

Randy Lovich and Sheila Ranslam completed their report and left the meeting at 2:51 p.m.

Additional Action Items

AP 370 – Board Awarded Scholarships

Additional Action Items

AP 370 – Board Awarded Scholarships

Changes made to AP 370 – Board Awarded Scholarships as follows:

- 2.1 The Board **will make available award** pins to all students in grade 7-12 with honours in academics.
- 3.1 Annually, one junior high school (grade 7-9) student from each school shall be awarded **an award** of one hundred dollars (\$100.00).
- 3.2 Annually, one senior high school (grade 10-12) student from each school shall be awarded **an award** of five hundred dollars (\$500.00).

3100-15

Moved by Trustee Hailes – that the Board accept the Ad Hoc Committee’s recommendation as amended on the Board Awarded Scholarships as outlined in Administrative Procedure 370 – Board Awarded Scholarships.

Motion Carried

Information/Reports

ASBA/PSBAA Update

Superintendent's Report

3101-15

Finance

3102-15

E. Information/Reports

ASBA/PSBAA Update

ASBA

No report.

PSBAA

No report.

Superintendent's Report

Written report provided for information.

Moved by Trustee Govenlock – that the Board accept the Superintendent's Report as information.

Motion Carried

Finance

Michael Gramatovich reviewed the following reports:

- Site Finance Reports as of May 31st, 2015

Moved by Trustee Hailes – that the Board accept the Site Finance Report as information.

Motion Carried

- Bank Statements as of May 31st, 2015

3103-15

Moved by Trustee Jeffreys – that the Board accept the Bank Statements as information.

Motion Carried

Collection Process for Outstanding Student Curricular Fees

Collection Process for Outstanding Student Curricular Fees

Report provided as to the school's collection process for outstanding student curricular fees.

The Board questioned the process of some high schools not allowing grad students to participate in grad activities if they have outstanding fees and if all high schools are following the same process.

Administration to discuss at the June 17th Administrator's meeting.

3104-15

Moved by Trustee Schalm – that the Board accept the Collection Process for Outstanding Student Curricular Fees report as information.

Motion Carried

Letter re: Darwell School Field Trip

Letter re: Darwell School Field Trip

Letter provided for information.

3105-15

Moved by Trustee Granley – that the Board accept the letter regarding the Darwell School Field Trip as information.

Motion Carried

Sheila Ranslam, Assistant Superintendent and Roger Lacey, Director of Learning Services, entered the meeting at 3:37 p.m.

Sheila Ranslam and Roger Lacey reviewed the changes made to Goals One to Four – Three Year Education Plan for the Board.

Kevin Andrea, Superintendent, advised the Board this would be the last presentation made to them by Roger Lacey, Director of Learning Services, as Mr. Lacey will be retiring at the end of this school year. The Board and administration thanked Mr. Lacey for his dedication to Northern Gateway.

Sheila Ranslam and Roger Lacey left the meeting at 3:50 p.m.

3106-15

Moved by Trustee Govenlock – that the Board accept their presentation as information.

Motion Carried

Enrolment Report

Enrolment Report

3107-15

Moved by Trustee Schalm – that the Board accept the Enrolment Report as information.

Motion Carried

Suspension Report

Suspension Report

3108-15

Moved by Trustee Hailes – that the Board accept the Suspension Report as information.

Motion Carried

Maintenance Review Report

3109-15

Maintenance Review Report

Moved by Trustee Hailes – that the Board accept the Maintenance Review Report as information.

Motion Carried

Municipal Communications

3110-15

Municipal Communications

Moved by Trustee Govenlock – that the Board Chair respond to the Town of Mayerthorpe, advising of the following:

- a) The Town of Mayerthorpe adhere to the conditions outlined in clause 2 of the May 25th, 1999 Memorandum of Agreement;
- b) The connection of the storm water drainage to the storm sewer was approved in 1966-67, and not in 1996, however, the Board will cooperate to allow access for the Town to carry out their work;
- c) The Board does not approve to pay for the paving of the aprons and car pullouts at its cost, and
- d) The Board will honour the Local Improvement Tax Levy, with payments over a 25 year period, for the 50th avenue paving project.

Motion Carried

Trustee Schalm asked that his vote be recorded.

Trustee Schalm opposed

MoMovedMoved
3111-15

Moved by Trustee Hailes – that the Board schedule a Regular Public Board Meeting on June 29th, 2015.

Motion Defeated

Topics for Future Discussions

F. Topics for Future Discussions

Nil

Requests for Information

G. Requests for Information

Nil

Meeting Highlights

H. Meeting Highlights

1. Maintenance Review Report
2. AP 370 Board Awarded Scholarships
3. Budget 2015-2016
4. New Homeland Colony School
5. Letter re: Darwell School Field Trip
6. Farewell to Director of Learning Services

In-Camera Items

I. In-Camera Items

3112-15

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

Motion Carried

3113-15

Moved by Trustee Granley – that the Board come out of in-camera at 4:57 p.m.

Motion Carried

- 3114-15
- Moved by Trustee Steinke – that the Board approve the Support/Admin Compensation Committee recommendations to adjust salary/benefits for Leadership and Executive staff, effective September 1st, 2015.
- Motion Carried
- 3115-15
- Moved by Trustee Steinke – that the Board accept the adjustment to clause 12 of the Bus Contractor Agreement effectively immediately.
- Motion Carried
- 3116-15
- Moved by Trustee Steinke – that the Bus Contractors' km rate for the fuel component be reduced by taking into account the average fuel cost for the period September 2014 to June 2015.
- Motion Carried
- 3117-15
- Moved by Trustee Steinke – that the Board accept the Support/Admin Compensation Committee recommendation of the Grandfather provision (Right Sizing Buses) to remain in effect for 2015-2016.
- Motion Carried
- 3118-15
- Moved by Trustee Steinke – that the Board accept the Support/Admin Compensation Committee recommendation for the Custodial rates.
- Motion Carried

3119-15

Moved by Trustee Steinke – that the Board accept the Support/Admin Compensation Committee recommendation for the Courier rates.

Motion Carried

Adjournment

J. Adjournment

3120-15

Moved by Trustee Smith– that the meeting be adjourned at 5:02 p.m.

Motion Carried

Board Chair

Secretary-Treasurer