

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

September 1<sup>st</sup>, 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 September 1<sup>st</sup>, 2015 meeting was called to order by Chair Muir at 10:08 a.m.

Chair Judy Muir, Trustees Jim Govenlock, Cindy Granley, Jim Hailes, Sherry Jeffreys, 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.

Sheila Ranslam, Assistant Superintendent, Randy Lovich, Director of Maintenance, Milly McGregor, Assistant Secretary Treasurer, and Lisa Bakos, Communications Officer, were present at this time.

Trustee Bev Smith was absent from the meeting.

**Additions/Deletions  
to the Agenda**

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

- D.3.a) CLCP Meeting
- E.12.a) Lac Ste. Anne County Letter
- E.12.b) School Awards Presentations 2015
- E.12.c) SLA Update
- E.12.d) CSBA Report

**Acceptance of Agenda**

3121 -15

**Appointments and Delegations**

**3. Acceptance of Agenda**

Moved by Trustee Jeffreys– that the agenda for the September 1<sup>st</sup>, 2015 Regular Public Board Meeting be adopted as amended.

Motion Carried

**B. Appointments and Delegations**

*Randy Lovich – Director of Maintenance  
Maintenance Report:*

Pat Hardy Modular:

This project was delayed by late completion of modular construction in Calgary and some delays in transporting them to the Pat Hardy site. Tritech Construction is the general contractor. Completion of the modular is anticipated for September 15<sup>th</sup>.

Mayerthorpe High School Front Entrance:

This project has been hampered by a number of delays and is anticipated that completion will be by the end of September 2015.

New Onoway High School:

Project is still going smooth with no delays. Completed date is anticipated for June 2016.

Rhett Czaban, Director of Transportation, entered the meeting at 10:26 a.m.

Ongoing repairs and IMR Projects to schools/sites. 1.2 million dollars was spent on IMR Projects this year.

Randy Lovich, Director of Maintenance, completed his report and left the meeting at 10:30 a.m.

**Rhett Czaban – Director of Transportation  
Transportation Report:**

The Transportation Dept. have been reviewing all bus routes and making minor changes to try and improve ride times for students.

**Route Changes:**

- Consolidated the Sangudo area routes; there are now five routes where there were seven.
- Consolidated the Whitecourt urban routes; there are now eight routes where they were ten.
- Oneway Route 5 has been awarded to Golden Arrow Busing.
- Oneway Route 3 was assigned to Golden Arrow Busing.
- Mayerthorpe Route 49 was assigned to Southland Transportation
- Routes 35, 39 (Sangudo) and route 52 (Mayerthorpe) were assigned to Southland Transportation.
- Routes 31, 32 (Sangudo) and routes 42,43,45,47 (Mayerthorpe) and route 55 (Whitecourt) were assigned to Southland Transportation.

Bus ride times will continue to be monitored to determine if changes need to be made.

Jason Yaremchuk – Director of Information Technology, entered the meeting at 10:47 a.m.

Written communication will be sent to Bus Drivers indicating the importance of communication with parents of students riding the busses. Parents need to be informed what time their child (ren) will be picked up, at least 2 weeks in advance at the start of the school year.

Rhett Czaban, Director of Transportation, completed his report and left the meeting at 10:56 a.m.

**Jason Yaremchuk – Director of Information Technology**

New Wireless Network – written report provided.  
Shared Services – written report provided.

Jason Yaremchuk, Director of Information, completed his report and along with Sheila Ranslam, Assistant Superintendent, left the meeting at 11:37 a.m.

**Draft Minutes of the  
June 16<sup>th</sup>, 2015  
Regular Board Meeting**

3122-15

**C. Draft Minutes of the June 16<sup>th</sup>, 2015  
Regular Board Meeting**

Moved by Trustee Govenlock– that the draft minutes of the June 16<sup>th</sup>, 2015 Regular Board Meeting be adopted.

Motion Carried

**Action Items**

**D. Action Items**

**Canada Revenue Agency**

3123-15

**Canada Revenue Agency**

Moved by Trustee Schalm – that the Board approve for Michael Gramatovich, Secretary-Treasurer and Milly McGregor, Assistant Secretary Treasurer the authority to conduct business with Canada Revenue Agency (CRA) on behalf of Northern Gateway Regional Division No. 10.

Motion Carried

**Locally Developed Courses**

3124-15

**Locally Developed Courses**

Moved by Trustee Hailes – that the Board authorize the use of the following Locally Developed Course acquired from Edmonton School District No. 7 from September 1<sup>st</sup>, 2015 – August 31<sup>st</sup>, 2019: Dance 15 (5 credits), Dance 25 (5 credits) and Dance 35 (5 credits). Resources used to teach the course are listed in the Learning Resources of the Course Details.

Motion Carried

**Additional Action Items**

**Additional Action Items**

**CLCP Meeting**

**CLCP Meeting**

The Community Learning Campus Partnership (CLCP) Steering Committee has invited representation from Northern Gateway Public Schools to sit on this committee.

3125-15

Moved by Trustee Govenlock – that administration advise the CLCP Committee we are willing to talk re: Phases important to Northern Gateway; ie: Performing

Arts Centre and the Community Learning Campus once a site plan is received and satisfactory to Northern Gateway and separate meetings for the build of the Catholic School.

Motion Carried

Jennifer Ferguson, Learning Services Coordinator and Debbie Vance, Dual Credit, entered the meeting at 1:00 p.m.

## **Appointments and Delegations**

### **B. Appointments and Delegations**

#### **Jennifer Ferguson – Learning Services Coordinator reported:**

The Career and Education Expo 2015 will be taking place on Monday, September 28<sup>th</sup>, 2015 at the Allan and Jean Millar Centre, Whitecourt, AB, from 10:00 a.m. to 7:00 p.m.

What is a Career and Education Expo?

- Participation/Hands On/Demonstration booths to explore various careers
- Skilled workers on site to answer questions about specific careers
- A chance to promote a variety of career options
- Post-Secondary Institutions will be on-site to provide career pathway information. 22 Post-Secondary Institutions will be attending.
- Resources on-site to reach career goals (student funding, resume writing, training options).

To register or for more information go to:  
[Whitecourtnsn.ca](http://Whitecourtnsn.ca)

**Debbie Vance – Dual Credit, Learning Services reported:**

*Dual Credit Opportunities:*

Northern Gateway Public Schools received a grant from the Provincial Dual Credit Strategy to create dual credit opportunities within Northern Gateway high schools.

Students throughout Northern Gateway Public Schools have registered in university transfer courses such as Psychology, and students have also registered in the Health Care Aide Program and Office Professional Program. These two programs will award a post-secondary certificate prior to graduating from high school. They will be able to ladder to the diploma programs and or step right into the workplace. We have partnered with Norquest College, Grande Prairie Regional College, and Northern Lakes College to provide dual credit opportunities within post-secondary stewardship regions.

Currently registered for the first semester:

- (9) Students for Health Care Aide
  - (3) Students for Administrative Professional
  - (5) Students for Psychology First Year Course
- Transferable to all institutions in Alberta

2<sup>nd</sup> Semester Students have the opportunity to register in: Harley Davidson Apprenticeship Program, Psychology and many other three credit post-secondary courses.

Two Examples of Certificate Programs that Northern Gateway Students are registered in: These are both yearlong programs:  
Administrative Professional and Health Care Aide.

Jennifer Ferguson and Debbie Vance, completed their reports and left the meeting at 1:22 p.m.

**Information/Reports**

**E. Information/Reports**

**ASBA/PSBAA Update**

**ASBA/PSBAA Update**

**ASBA**

The first ASBA Zone 2/3 meeting is scheduled for September 25<sup>th</sup>, 2015, Executive Royal Inn West, Edmonton, AB.

**PSBAA**

Trustee Steinke provided his written report.

3126-15

Moved by Trustee Hailes – that the Board accept the PSBAA report as information.

Motion Carried

**Superintendent's Report**

**Superintendent's Report**

Written report provided for information.

3127-15

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

Motion Carried



## Finance

## Finance

Michael Gramatovich reviewed the following reports:

- Bank Statements as of June 30<sup>th</sup>, 2015
- Bank Statements as of July 31<sup>st</sup>, 2015

3128-15

Moved by Trustee Govenlock – that the Board accept the June and July Bank Statements as information.

Motion Carried

## Board Workshop - Agenda Items

## Board Workshop – Agenda Items

Date: September 17<sup>th</sup> – 18<sup>th</sup>, 2015

Location: Fantasyland Hotel, Edmonton

Suggestions for Board Workshop:

MLAs

Scott McCormick – Teacher Bargaining

Alberta Education – Workforce Planning Forecast  
PSBAA and ASBA

Transportation (Bussing – Contracting)

Custodians (Contractors – Employees)

Strategic Planning for the Board

3129-15

Moved by Trustee Govenlock – that the Board accept the information update for the Board Workshop .

Motion Carried

Michelle Brennick, Deputy Superintendent, entered the meeting at 2:15 p.m.

**Draft Administrative Procedures**

**Draft Administrative Procedures**

Kevin Andrea reviewed the draft Administrative Procedures.

**In-Camera Items**

**I. In-Camera Items**

3130-15

Moved by Trustee Steinke – that the Board go in-camera at 2:30 p.m. and that Kevin Andrea, Michelle Brennick, and Michael Gramatovich, be invited to remain.

Motion Carried

3131-15

Moved by Trustee Schalm – that the Board come out of in-camera at 3:02 p.m.

Motion Carried

Trustee Jeffreys left the meeting at 3:03 p.m.

**Information/Reports**

**E. Information/Reports**

**Draft Administrative Procedures**

**Draft Administrative Procedures**

Kevin Andrea continued the review of the draft Administrative Procedures.

3132-15

Moved by Trustee Schalm – that the Board accept the draft Administrative Procedures as information.

Motion Carried

**Job Fair Expos**

3133-15

**Job Fair Expos**

Moved by Trustee Govenlock – that the Board accept the Growth Alberta School Expo and the Career and Education Expo 2015 as information.

Motion Carried

**Letter from Premier of Alberta**

3134-15

**Letter from Premier of Alberta**

Moved by Trustee Schalm – that the Board accept the Letter from the Premier of Alberta as information.

Motion Carried

**New School Zone Speeds**

3135-15

**New School Zone Speeds**

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

Motion Carried

Trustee Hailes was absent from the vote.

**School Council Annual Reports**

3136-15

**School Council Annual Reports**

Moved by Trustee Hailes – that the Board accept the School Council Reports as information.

Motion Carried

**2015/2016 Board Meeting Schedule**

3137-15

**2015/2016 Board Meeting Schedule**

Moved by Trustee Schalm – that the Board accept the 2015/2106 Board Meeting Schedule as information.

Motion Carried

**Board Annual Work Plan**

3138-15

**Board Annual Work Plan**

Moved by Trustee Govenlock – that the Board accept the Board Annual Work Plan as information.

Motion Carried

**Additional Report Items**

**Lac Ste. Anne County Letter**

**Additional Report Items**

**Lac Ste. Anne County Letter**

Letter provided for information.

**2015 School Awards Presentations**

**2015 School Awards Presentations**

Awards schedule provided for information.

**SLA Update**

**SLA Update**

The Student Learning Assessments (SLAs) are digitally-based beginning of the year “check in” provincial assessment tools that Alberta is developing to enable both parents and teachers to identify student strengths and areas of growth at the start of the school year. With the introduction of the Grade 3 SLA (SLA3), the Grade 3 Provincial Assessment Tests were concluded in June 2014.

The SLA3 is a new, digitally-based provincial assessment focused on “literacy and numeracy”.

The four components of the SLA 3 are:

- digital interactive literacy questions (45 questions)
- literacy performance task (4 activities)

- digital interactive numeracy questions (44 questions)
- numeracy performance task (2 activities)

Northern Gateway schools will be administering the performance tasks first, followed by the digital tasks. SLAs will be administered between September 14<sup>th</sup> and November 1<sup>st</sup>, 2015.

Northern Gateway Public Schools will be participating in the SLA3 Pilot project to commence in the fall 2015.

## CSBA Report

## CSBA Report

Trustee Albert Schalm attended the Canadian School Boards Association (CSBA) 2015 Congress held in Saskatoon, Saskatchewan from July 2<sup>nd</sup> – July 4<sup>th</sup>, 2015.

The theme of the Congress is *Education – Let's Grow Communities!* and reflects the grassroots importance of education in support growth in our communities.

Four-time Olympic medalist Hayley Wickenheiser was one of the speakers and talked about her life. Also speaking was Zarqa Nawaz, whom is responsible for the television series, *Little Mosque on the Prairie*, which aired CBC and has been shown in over 60 countries.

Prior to the Congress, the National Trustee Gathering on Aboriginal Education took place. Trustee Schalm reported that a lot of the workshops focused on Aboriginal issues.

A tour of the Saskatchewan University was taken, where Post-Secondary students performed an Incandescent Beam Experiment for everyone.

3139-15

Moved by Trustee Govenlock – that the Board accept the Additional Report Items: 12 a), 12 b), 12 c) and 12 d) for information.

Motion Carried

**Topics for Future Discussions**

**F. Topics for Future Discussions**

Nil

**Requests for Information**

**G. Requests for Information**

Nil

**Meeting Highlights**

**H. Meeting Highlights**

1. Information Technology Report
2. Maintenance Report
3. Transportation Report
4. Career and Education Expo 2015
5. New School Zone Speeds
6. SLAs Update
7. Locally Developed Course Approved
8. Annual School Council Report

**Adjournment**

**J. Adjournment**

3140-15

Moved by Trustee Granley – that the meeting be adjourned at 4:05 p.m.

Motion Carried

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Board Chair

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Secretary-Treasurer