

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, October 21, 2020

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, October 21, 2020.

PRESENT:

Chair: Lanie Parr

Trustees: Darcy Eddleston, Rose Gorniak, Bruce Marriott, Marie Isaman, Barry Livingston, Jim King and Stephanie Spornitz

Administration: Rhae-Ann Holoien, Superintendent, Michelle Webb, Deputy Superintendent, James Trodden, Assistant Superintendent Bob Brown, Secretary Treasurer Faye Dunne, Recording Secretary

Absent: Sheldon Archibald

A. CALL TO ORDER:

Board Chair Parr called the meeting to order at 9:31 a.m.

The Board Chair shared a Treaty 6 Acknowledgement

B. APPROVAL OF AGENDA:

The Chair asked for any additions to the agenda.

J. NEW BUSINESS:

- Minister/Chief Medical Officer Update
- Update on Meeting with CVR Council

K. TRUSTEE REPORTS:

- ASBA AGM

20-261 **KING: Moves that the agenda be approved as amended.**

CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

20-262 **GORNIAK: That the Minutes of the regular meeting held September 16, 2020 be accepted as presented.**

CARRIED UNANIMOUSLY

E. IN-CAMERA:

20-263 **MARRIOTT: That the meeting move In-Camera.**

CARRIED UNANIMOUSLY

Deputy Superintendent, Webb, Assistant Superintendent, Trodden, Secretary Treasurer, Brown and Recording Secretary, Dunne were in attendance.

Page two of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

E. IN-CAMERA:

Trustee Livingston joined the meeting at 9:44 am.

20-264

SPORNITZ: That the meeting come out of In-Camera.

CARRIED UNANIMOUSLY

D. PETITIONS AND DELEGATIONS:

- D. Tizzard

D. Tizzard joined the meeting, the Board Chair welcomed her and there was a round of introductions. D. Tizzard shared that she has currently has two bus contracts with BTPS and has been a contractor for 24 years.

D. Tizzard asked the Board to reconsider her pickup of 2 students who came off of one of her routes for the 2020-2021 school year. The Board had an opportunity to ask questions of D. Tizzard for additional understanding of the situation. The Board shared information about safety factors they consider and that route amalgamations are completed with board guidance. The Board thanked D. Tizzard for coming to the meeting and D. Tizzard thanked the Board for its time.

F. COMMITTEE/DEPARTMENT REPORTS:

1. Finance:

- Cheque Lists Dated; Aug 31, Sept 21, 30, Oct 15, 16, 2020
- Accounts Payable Cheque Lists Dated; Sept 14, 15, 16, 21, 25, 30, Oct 9, 15, 2020
- Manual Cheques Issued Dated: Sept 3 to Oct 7, 2020
- September 30, 2020 Cash Flow Statement
- Applicant Schools for CVR Cash in Lieu

Assistant Treasurer Vivian Locher reviewed the cheque lists with the Board. The Board was happy to see payments to local contractors for the projects being completed as a result of the funding from government for Capital Maintenance and Renewal.

20-265

LIVINGSTON: Moves that the accounts payable cheque lists for the period ending August 28, 2020 beginning and ending with cheques #130081 to #130424 and automated payments for the period ending August 31, 2020 beginning and ending with #800018810 to #800019020 and manual cheques issued #700001071 to #700001080 be received for information.

CARRIED UNANIMOUSLY

- September 30, 2020 Cash Flow Statements

20-266

MARRIOTT: Moves that the Board accept the September 30, 2020 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

1. Finance Cont.:

- Cash in Lieu Applicants

20-267 **EDDLESTON:** Moves that the Board support the request from Kitscoty Elementary Schools for \$6,253.00 cash-in-lieu funds to go toward the purchase of seating in the park portion of the new playground and 2 bike racks.

CARRIED UNANIMOUSLY

20-268 **EDDLESTON:** Moves that the Board support the request from EH Walter School for \$6,000.00 cash in lieu funds to go toward the purchase of 20 new Chromebook and a chrome book cart.

**CARRIED UNANIMOUSLY
TABLED**

E. IN-CAMERA:

20-269 **KING:** That the meeting move In-Camera.

CARRIED UNANIMOUSLY

Deputy Superintendent Webb Assistant Superintendent Trodden, Secretary Treasurer Brown and Recording Secretary Dunne were in attendance.

20-270 **GORNIAK:** That the meeting come out of In-Camera.

CARRIED UNANIMOUSLY

Student Engagement - Working Together to Support Diversity and Promote Inclusion

The Board Chair welcomed students from WHS and JR Robson high schools to the virtual meeting.

Assistant Superintendent Trodden had previously shared questions for the students to answer;

1. In recent months, there has been international media attention surrounding Diversity and Racial issues. How does this impact you? Your school?
2. How does your school and community support diversity, and all cultures and backgrounds?
3. In BTPS, our mission indicates that we have safe and caring environments. In what ways are all students welcomed into the school student body?

Students from both schools took turns sharing some of their experiences with the Board. The Board heard how one student now realizes that skin color does not affect who she is as a person, it is how you act and carry yourself that matters.

Students suggested ways to acknowledge diversity such as celebrations of other cultures in our schools. They talked about stereotyping, LGBTQ and wanting to see more information in curriculum about 'Black Lives Matter'. The Board thanked the students for the conversation, their candor and trust.

Page four of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

Student Engagement Cont.;

The Board Chair thanked the Assistant Superintendent for organizing this discussion.

Deputy Superintendent Webb left the meeting at 11:55am.

20-271 GORNIAK: That the board meeting recess for lunch.

CARRIED UNANIMOUSLY

The meeting reconvened at 1:14 p.m. in the Boardroom with all Trustees present.

2. Policy:

- Policy Meeting Minutes: October 5, 2020
- The Policy Committee Recommends 1st and 2nd Reading of Bylaw 01-2020 Electoral Wards and Subdivisions
- The Policy Committee Recommends to Receive the Following Administrative Procedures, as Amended for Information;
 - o 602.2AP 2nd Parcel Out Funds Disbursements
 - o 201.5AP Student Fees
 - o 701.11AP Jurisdictional Bus Cancellations
 - o 701.14AP Route Planning
- The Policy Committee Recommends to Receive 701BP Student Transportation Services, as Amended for 1st, 2nd and 3rd (Final) Reading

- Policy Meeting Minutes: October 5, 2020

20-272 MARRIOTT: Moves that the Board receive the minutes of the Policy Committee meeting held October 5, 2020.

CARRIED UNANIMOUSLY

Deputy Superintendent Webb rejoined the meeting at 1:16 pm

- The Policy Committee Recommends 1st and 2nd Reading of Bylaw 01-2020 Electoral Wards and Subdivisions

20-273 MARRIOTT: Moves that Bylaw 01-2020, as amended, be received for first reading.

CARRIED UNANIMOUSLY

20-274 SPORNITZ: Moves that Bylaw 01-2020, as amended, be received for second reading.

CARRIED UNANIMOUSLY

- The Policy Committee Recommends to Receive the Following Administrative Procedures, as Amended for Information;
- 602.2AP 2nd Parcel Out Funds Disbursements

There was a discussion to postpone the decision on this amendment.

Page five of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

2. Policy Cont.:

20-275 SPORNITZ: Moves that the Board table the decision on the amendments to 602.2AP, 2nd Parcel Out Disbursements to a future meeting.

TABLED

20-276 EDDLESTON: Moves that the Board table motion #20-268 for the EH Walter School cash in lieu of school reserves application pending the decision on the proposed changes to 602.2AP, 2nd parcel out Disbursements.

TABLED

- 201.5AP Student Fees

20-277 KING: Moves that the Board receive 205.5AP, Student Fees as amended for information.

CARRIED UNANIMOUSLY

- 701.14AP Route Planning

20-278 GORNIAK: Moves that the Board receive 701.14 Route Planning as amended for information.

CARRIED UNANIMOUSLY

- The Policy Committee Recommends to Receive 701BP Student Transportation Services, as Amended for 1st, 2nd and 3rd (Final) Reading

20-279 PARR: Moves that the Board receive 701BP, Student Transportation Services, as amended for 1st reading.

CARRIED UNANIMOUSLY

20-280 KING: Moves that the Board receive 701BP, Student Transportation Services, as amended for 2nd reading.

CARRIED UNANIMOUSLY

Not all trustees were present to move 3rd and final reading.

- 701.11AP Jurisdictional Bus Cancellations

Director Mannix joined the meeting to explain the payment structure for jurisdictional bus cancellations and the rationale for the change.

20-281 GORNIAK: Moves that the Board receive 701.11AP, Jurisdictional Bus Cancellations, as amended, for information.

CARRIED UNANIMOUSLY

3. Transportation:

- MELT Training Support for Spare Drivers

The Director of Transportation joined the meeting to provide an update to the Board on support for MELT training for potential spare bus drivers. Pending the outcomes from the provincial transportation task force, BTPS would consider support for spare driver training if there is a current bus contractor ready to sponsor

3. Transportation Cont.:

that driver and hire them for driving upon completion
of the courses.

4. Facilities:

- Custodial Contracts

20-282 **GORNIAK:** Moves that the Board extend the current contract with White Pebble Cleaning Services to provide custodial services at Irma School for an additional three-year term starting November 1, 2020 and ending October 31, 2023.

CARRIED UNANIMOUSLY

20-283 **KING:** Moves that the Board extend the current contract with Sweetspace Building Care to provide custodial services at E.H. Walter School for the 2020-2021 school year and until October 31, 2021 due to the COVID-19 pandemic.

CARRIED UNANIMOUSLY

G. SUPERINTENDENT'S DEPARTMENT

1. Superintendent's Report:

- Enrolment Reports
- OH&S Audit Update
- BTPS Re-Entry Plan Update
- Vermilion Outreach Centre

- Enrolment Reports

The information was shared with the Board. The Superintendent provided information on families with students enrolled in their home school but attending Students Online due to COVID 19.

J. NEW BUSINESS:

- Minister/Chief Medical Officer Virtual Meeting

The Board joined the zoom meeting for the operational call with the Chief Medical Officer of Health. Dr. Hinshaw shared information with the boards on the call and was looking for some feedback.

G. SUPERINTENDENT'S DEPARTMENT Cont.:

1. Superintendent's Report:

- OH&S Audit Update

The information was shared with the Board. The Superintendent told the Board that the audits at Hughenden, Holt Colony and WHS were complete and there were no deficiencies and no concerns.

Page seven of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

G. SUPERINTENDENT'S DEPARTMENT Cont.:

- BTPS Re-Entry Plan Update

The last re-entry plan meeting updates are posted on the website. There is another Re-Entry Plan Committee meeting next week.

- Vermilion Outreach Centre

The Superintendent asked the Board for input on an opening celebration/ribbon cutting for VOS. Information will come back to the Board.

2. Deputy Superintendent's Report:

- Staffing Reports
- Teacher Retirement Transition Strategy
- Staffing Reports

20-284 LIVINGSTON: Moves that the Board accept the Teacher and Support Staff Reports as presented for information.
CARRIED UNANIMOUSLY

- Teacher Retirement Transition Strategy

20-285 SPORNITZ: Moves that the Board approve the Teacher Retirement Transition Strategy for the 2020-2021 school year.
CARRIED UNANIMOUSLY

H. Business Arising from Minutes:

The letters were reviewed.

J. NEW BUSINESS Cont.:

- Letter from S. Wyard-Scott re; Request to Reconsider Bus Pick-up Time
- Email from G. Baechler re; Request for Different Bus Pick-up/Drop-off Time
- Request from D. Tizzard
- Election Returning Officer
- Election Deposit
- Joint Election Agreements
- Minister/Chief Medical Officer Virtual Meeting
- Transportation Agreement
- CVR Update

- Letter from S. Wyard-Scott re; Request to Reconsider Bus Pick-up Time

20-286 ISAMAN: Moves that the Board approve the request from the Wyard Scott family at 532035 RR 54 for pick up after the Clandonald School stop in the morning and before the Clandonald School stop in the afternoon for the remainder of the 2020-2021 school year.

CARRIED UNANIMOUSLY

Page eight of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

J. NEW BUSINESS Cont.:

- Email from G. Baechler re; Request for Different Bus Pick-up/Drop-off Time

20-287 LIVINGSTON: Moves that the Board approve the request from the Baechler family at NE 20-53-05-W4 for pick up after the Clandonald School stop in the morning and before the Clandonald School stop in the afternoon for the remainder of the 2020-2021 school year.

CARRIED UNANIMOUSLY

- Request from D. Tizzard

The Board reviewed additional information emailed from D. Tizzard.

20-288 MARRIOTT: Moves that the Board uphold the decision of the Director of Transportation and deny the request of the bus contractor, D. Tizzard, to reinstate the student pick up at NE-04-43-01-W4 to bus route WW-12.

CARRIED UNANIMOUSLY

- Election Returning Officer

20-289 GORNIAK: Moves that be appointed Faye Dunne as the Returning Officer for the 2021 School Board Election.

CARRIED UNANIMOUSLY

- Election Deposit

Direction was given to amend the current Bylaw to require a \$200.00 deposit with nomination papers.

- Joint Election Agreements

20-290 SPORNITZ: Moves that the Board of Buffalo Trail Public Schools invite municipalities in the jurisdiction to share the cost of elections by holding joint elections.

CARRIED UNANIMOUSLY

- Transportation Agreement

Direction was given to contact ECCS to continue discussions. The Transportation Committee will set up a meeting.

- CVR Update

The Board Chair, Vice Chair and Trustee Eddleston shared an update with the Board regarding their meeting with the County of Vermilion River Council. Over all the meeting went well. The Board and CVR Council will work together to make some changes to the current cash in lieu of school reserves program.

20-291 EDDLESTON: Moves that the Board write a letter to thank the County of Vermilion River Council for meeting to discuss the cash in lieu of school reserve funds policy and forward BTPS suggestions to enhance the policy.

CARRIED UNANIMOUSLY

Page nine of the Minutes of the October 21, 2020, meeting of The Board of Trustees of Buffalo Trail Public Schools

Appeals; none

K. TRUSTEE REPORTS:

- ASBA - Trustee Marriott reported from the September 25th zoom meeting. The Zone 2/3 bylaws were reviewed. The Edmonton schools reported their enrolment challenges. ASBA is ready to help with elections. Ward bylaws are due to Alberta Education before December 31, 2020. Nathan Freed from Alberta Education shared information back to representatives on the Rutherford Scholarship eligibility and diploma exam marks.
- ASBA AGM - Trustees indicated their interest in joining the virtual ASBA AGM November 16 and 17, 2020.
- PSBC - Vice Chair Spornitz reported that the next PSBC meeting is scheduled for November 13 and 14, 2020. The virtual PSBAA AGM was held and BTPS participated. There was a motion to allow FNMI education authorities to join PSBAA that passed, there will be no increases to membership fees and in the elections for positions members were acclaimed. Superintendent Holoien presented the PSBA Long Service Awards to trustees Eddleston and Parr and trustee Archibald will receive his certificate when he is back.
- PSBAA - 'What's Happening' the Board shared ideas for Chair Parr to send in to PSBAA. Several ideas were shared including the success of the student engagement program, the outreach school, the dual credit programs and partnership with Lakeland College.

Trustee Livingston left the meeting at 4:41 pm.

- RCASB - No report
- TEBA - Trustee Eddleston reported that the government has 6 contracts to negotiate one of which is with the ATA. Due to COVID there were smaller meetings held and he attended a TEBA meeting in St. Paul with government representatives present. The TEBA Board has now met to start to discuss the central table negotiations. Trustee Eddleston shared the updates with the Board.

L. TRUSTEE READINGS:

- None

M. INFORMATION ITEMS:

The Board Chair reviewed the information items with the Board.

Page ten of the Minutes of the October 21, 2020,
meeting of The Board of Trustees of Buffalo Trail
Public Schools

N. COMMUNICATION STRATEGY

- Successful Student Engagement
- Enrolment Celebration
- OH&S Audit Celebrations
- Vermilion Outreach Centre Now Open
- Teacher Retirement Transition Strategy
- Re-entry Plan Update
- PSBAA Long Service Awards

20-292 GORNIAK: That the board meeting adjourn.

CARRIED UNANIMOUSLY

Time: 5:00: hours 17:00(PM)

Board Chair

Recording Secretary