

**BUFFALO TRAIL PUBLIC SCHOOLS**

Wednesday, January 20, 2021

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, January 20, 2021.

**PRESENT:**

Chair: Lanie Parr

Trustees: Darcy Eddleston, Rose Gorniak, Bruce Marriott, Marie Isaman, Barry Livingston, Jim King, Stephanie Spornitz and Sheldon Archibald (all attended via video)

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

Absent:

**A. CALL TO ORDER:**

Board Chair Parr called the meeting to order at 9:33 a.m.

The Board Chair shared a Treaty 6 Acknowledgement

**B. APPROVAL OF AGENDA:**

The Chair asked for any additions to the agenda.

- none

21-001 **KING: Moves that the agenda be approved as presented.**

**CARRIED UNANIMOUSLY**

**C. MINUTES OF THE REGULAR MEETING**

21-002 **GORNIAK: That the Minutes of the regular meeting held December 31, 2020 be accepted as presented.**

**CARRIED UNANIMOUSLY**

**D. PETITIONS AND DELEGATIONS:**

- none

**E. IN-CAMERA:**

21-003 **EDDLESTON: That the meeting move In-Camera.**

**CARRIED UNANIMOUSLY**

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

Page two of the Minutes of the January 20, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

**E. IN-CAMERA Cont.:**

Trustee Isaman left the meeting at 10:34am  
Trustee Isaman rejoined the meeting at 10:42am

**21-004 GORNIAK: That the meeting come out of In-Camera.  
CARRIED UNANIMOUSLY**

Student Engagement - Personal Growth and Wellbeing

Assistant Superintendent Trodden welcomed students from Irma, KHS, Marwayne to the Student Engagement.

The Board Chair welcomed all the students and there was a round of introductions.

The students took turns answering the questions posed for the discussion. 1) How do staff build trust to ensure that they get to know you on a personal level where you are able to share your dreams and aspirations? 2) How are you supported in your school and classes to fulfil your dreams and aspirations? 3) How do you support others in fulfilling their dreams and aspirations as often meeting goals needs support?

Students shared that in their schools'; the teachers provide a lot of help and support that helps to build trust. In small communities, students and their families know the staff which feels like a big family. Teachers provide encouragement and their own life experience which also builds trust. Teachers go the extra mile to support students by being available before or after classes. Students provide encouragement to each other and treat each other how they would like to be treated. School competitiveness builds on healthy relationships.

The Board Chair thanked the students for participating.

**E. IN-CAMERA:**

**21-005 LIVINGSTON: That the meeting move In-Camera.  
CARRIED UNANIMOUSLY**

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

Deputy Superintendent Webb left the meeting at 12:00pm

**21-006 SPORNITZ: That the meeting come out of In-Camera.  
CARRIED UNANIMOUSLY**

**21-007 ARCHIBALD: That the board meeting recess for lunch.  
CARRIED UNANIMOUSLY**

The meeting reconvened at 12:47 p.m. in the Boardroom with all Trustees present.

**F. COMMITTEE/DEPARTMENT REPORTS:**

**1. Finance:**

- Cheque Lists Dated; December 15, 23, 2020
- Accounts Payable Cheque Lists Dated; December 15, 23, 2020
- Manual Cheques Issued Dated: December 18, 2020 to January 12, 2021
- December 31, 2020 Cash Flow Statement

Assistant Treasurer Vivian Locher reviewed the cheque lists with the Board. The Board had an opportunity to ask questions. Information to be brought back to the Board regarding individual school utility bills.

Deputy Superintendent Webb rejoined the meeting at 12:55pm

**21-008 KING: Moves that the accounts payable cheque lists for the period ending December 23, 2020 beginning and ending with cheques #130703 to #130864 and automated payments for the period ending December 23, 2020 beginning and ending with #800019300 to #800019454 and manual cheques issued #700001096 to #700001105 be received for information.**

**CARRIED UNANIMOUSLY**

- December 31, 2020 Cash Flow Statements

**21-009 MARRIOTT: Moves that the Board accept the December 31, 2020 Cash Flow Statement for information.**

**CARRIED UNANIMOUSLY**

**2. Audit Committee:**

- January 11, 2021 Audit Committee Meeting Minutes
  - o The Audit Committee recommendation for the Public Communication Plan
  - o The Audit Committee recommends to retain MNP LLP as the BTPS System Auditors for the next 3 years
- January 11, 2021 Audit Committee Meeting Minutes

**21-010 SPORNITZ: Moves that the Board receive the Audit Committee meeting minutes as presented.**

**CARRIED UNANIMOUSLY**

- o The Audit Committee recommendation for the Public Communication Plan

**21-011 ARCHIBALD: Moves to send out the communication plan as developed at the Audit Committee Meeting.**

**CARRIED UNANIMOUSLY**

Page four of the Minutes of the January 20, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

**2. Audit Committee Cont.:**

- o The Audit Committee recommends to retain MNP LLP as the BTPS System Auditors for the next 3 years

**21-012 SPORNITZ: Moves that the Board retain MNP LLP as the BTPS system auditors for the next 3 years 2021-2023.  
CARRIED UNANIMOUSLY**

Audit Committee Chair Eddleston shared a special thanks to the committee especially the committee members of the public, Grant Mills and Derek Collins, for their valuable contributions.

**3. Policy Committee:**

- Set Date for February Meeting

The date was set, February 1, 2021 at 1PM

**G. SUPERINTENDENT'S DEPARTMENT**

**1. Superintendent's Report:**

- Enrolment Reports
- Annual School Review

- Enrolment Reports

The information was shared with the Board. The Board had an opportunity to ask questions.

- Annual School Review

The Superintendent reviewed information from the school review with the Board.

**21-013 EDDLESTON: Moves that the Board receive the annual school review for information as presented.  
CARRIED UNANIMOUSLY**

The Board had an opportunity to discuss Clandonald school. The funding for small schools has changed significantly with the new funding formula which eliminated the small schools by necessity grant. The Board is appreciative of the work the community has done to sustain the school to date and look forward to a community discussion.

**21-014 SPORNITZ: Moves that the Board as per 802.1 AP investigate the complete closure of Clandonald School for the 2021-2022 school year.**

**Trustee Marriott requested a recorded vote.**

**In Favor: SPORNITZ, ARCHIBALD, EDDLESTON, MARRIOTT, KING, PARR, ISAMAN, LIVINGSTON  
OPPOSED: GORNIAC**

**CARRIED**

Page five of the Minutes of the January 20, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

**1. Superintendent's Report Cont.:**

Assistant Superintendent Trodden shared information from the 802.1AP regarding the timeline for the investigation process. To begin with, all parents of students enrolled in the school will be notified advising them of the next steps. Due to COVID 19 the public meeting at the end of February will be virtual. The area councilor from the County of Vermilion River and the MLA will be notified. All the information gathered through the process will be available for the Board's consideration ahead of the March board meeting.

Direction was given for Senior Administration to move forward with initial conversations with colony schools regarding the 2022/2023 enrolment. It is hoped that a face to face meeting with Colony Leaders will be possible in the fall.

Direction was also given for Senior Administration to investigate structural and instructional funding for SOL shifts next year.

**2. Deputy Superintendent's Report:**

- Staffing Reports

21-015 **KING: Moves that the Board accept the Teacher and Support Staff Reports as presented for information.**  
**CARRIED UNANIMOUSLY**

**H. Business Arising from Minutes:**

The letters were reviewed.

**J. NEW BUSINESS:**

- Village of Innisfree Letter
- Appoint Substitute Returning Officer

Deputy Superintendent Webb left the meeting at 1:41pm

- Village of Innisfree Letter

21-016 **GORNIAK: Moves that the Board write a letter with a cc to the Minister of Social Services, to request a meeting with the MLA, the school, and BTPS Representatives to highlight and bring attention to the concerns there are with the Alberta Transportation decision regarding the handicap parking/loading zone space along Highway 870 in front of Innisfree Delnorte School.**

**CARRIED UNANIMOUSLY**

**J. NEW BUSINESS Cont.:**

- Appoint Substitute Returning Officer

21-017 **LIVINGSTON: Moves that the Board appoint Pam Petersen as the Substitute Returning Officer for the 2021 Election.**

**CARRIED UNANIMOUSLY**

21-018 **EDDLESTON: Moves that the Board rescind Motion 20-067 regarding the Knor Farms land donation at this time until the legal and municipal issues are resolved.**

**CARRIED UNANIMOUSLY**

Deputy Superintendent Webb rejoined the meeting 1:48pm

21-019 **EDDLESTON: Moves that the Board put motion 20-275 back on the table.**

**CARRIED UNANIMOUSLY**

21-020 **SPORNITZ: Moves that the Board receive 602.2AP, 2nd Parcel Out Funds Disbursements for School Projects as amended for information.**

**CARRIED UNANIMOUSLY**

21-021 **EDDLESTON: Moves that the Board put motion 20-268 back on the table.**

21-022 **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**

Appeals; none

**K. TRUSTEE REPORTS:**

- ASBA - Trustee Marriott told the Board that the next meeting is Friday January 29<sup>th</sup>.
- ASBA Zone 2/3 Coffee Conversation - The information was shared with the Board.
- ASBA Virtual Advocacy Leadership Academy - The information was shared with the Board.
- PSBC - Vice Chair Spornitz reported from the last meeting that the belief statements were voted on. She also shared that former Education Ministers David King and David Hancock were speakers at the PSBC meeting. Both were good speakers with good information to share. One point they made was that there are more trustees representatives in Alberta than MLAs or MPs.
- RCASB - Trustee Eddleston reported from the RCASB Executive meeting with the Minister. They heard that AHS has increased COVID tracers and schools are a top priority for COVID tracing. The Minister is concerned with mental health impacts on students. The RCASB is planning a (virtual) member meeting with a guest speaker.
- TEBA - Trustee Eddleston shared there was no update.

Page seven of the Minutes of the January 20, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

**L. TRUSTEE READINGS:**

- None

**M. INFORMATION ITEMS:**

The Board Chair reviewed the information items with the Board.

**N. COMMUNICATION STRATEGY**

- 602.2AP, 2<sup>nd</sup> Parcel Out Funds Disbursements for School Projects
- EH Walter 2<sup>nd</sup> Parcel Out Funds for Chromebooks
- Audit Committee Communication Plan
- COVID Budget
- Positive meeting of ECCS Joint meeting
- Student Engagement

21-023

**KING: That the board meeting adjourn.**

**CARRIED UNANIMOUSLY**

Time: 2:22 pm hours 14:22 (PM)

---

Board Chair

---

Recording Secretary