

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, August 19, 2020

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, August 19, 2020.

PRESENT:

Chair: Lanie Parr

Trustees: Darcy Eddleston, Sheldon Archibald, Rose Gorniak, Bruce Marriott, Barry Livingston, Marie Isaman and 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:

A. CALL TO ORDER:

Board Chair Parr called the meeting to order at 10:08 a.m.

Board Chair Parr welcomed Assistant Superintendent Trodden to the team. Assistant Superintendent Trodden shared that he had heard about the great work being done at BTPS and he is excited to work in rural Alberta and join the team.

B. APPROVAL OF AGENDA:

The Chair asked for any additions to the agenda.

- none

20-218 **LIVINGSTON: Moves that the agenda be approved as presented.**

CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

20-219 **KING: That the Minutes of the regular meeting held June 17, 2020 be accepted as presented.**

CARRIED UNANIMOUSLY

E. IN-CAMERA:

20-220 **GORNIK: That the meeting move In-Camera.**

CARRIED UNANIMOUSLY

Deputy Superintendent Webb, Assistant Superintendent Trodden, Secretary Treasurer Brown and Recording Secretary Dunne were in attendance. Director Mannix joined the meeting. Director Mannix left the meeting at 10:42am.

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E. IN-CAMERA Cont.:

- 20-221 **LIVINGSTON: That the meeting come out of In-Camera.**
CARRIED UNANIMOUSLY

D. PETITIONS AND DELEGATIONS:

F. COMMITTEE/DEPARTMENT REPORTS:

1. Finance:

- Cheque Lists Dated; June 15, 18, 30 July 10, 17, Aug 14, 2020
- Accounts Payable Cheque Lists Dated; June 15, 25, 30, July 10, 15, 17, 24, 31, Aug 14, 17, 2020
- Manual Cheques Issued Dated: June 5 to August 10, 2020
- June 30 and July 31, 2020 Cash Flow Statements

Assistant Treasurer Vivian Locher reviewed the cheque lists with the Board.

- 20-222 **LIVINGSTON: Moves that the accounts payable cheque lists for the period ending August 14, 2020 beginning and ending with cheques #129439 to #130025 and automated payments for the period ending August 17, 2020 beginning and ending with #800018442 to #800018702 and manual cheques issued #700001048 to #700001066 be received for information.**

CARRIED UNANIMOUSLY

- June 30, 2020 and July 31, 2020 Cash Flow Statements

Trustee Isaman joined the meeting at 11:18 am.

- 20-223 **GORNIAK: Moves that the Board accept the June 30, 2020 and July 31, 2020 Cash Flow Statements for information.**

CARRIED UNANIMOUSLY

2. Policy Committee:

- 104BP Establishment of Wards
- 701.6AP Exhibit 1 Application to Drive a School Bus
- 701.23AP Transportation of Students with Diverse Learning and/or Physical Needs
- 701.23AP Exhibit 3 SETT (Student/Environment/Task/Tools) Framework
- 701.23AP Exhibit 4 Social Story: I Can Ride the Bus Home from School

- 104BP Establishment of Wards

- 20-224 **MARRIOTT: Moves that the Board receive 104BP Establishment of Wards as presented for third and final reading.**

CARRIED UNANIMOUSLY

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4. Policy Committee Cont.:

- 701.6AP Exhibit 1 Application to Drive a School Bus

20-225 GORNIAK: Moves that the Board receive 701.6AP, Exhibit 1, Application to Drive a School Bus, as amended, for information.

CARRIED UNANIMOUSLY

- 701.23AP Transportation of Students with Diverse Learning and/or Physical Needs

20-226 KING: Moves that the Board receive 701.23AP, Transportation of Students with Diverse Learning and/or Physical Needs, as amended, for information.

CARRIED UNANIMOUSLY

- 701.23AP Exhibit 3
SETT(Student/Environment/Task/Tools) Framework

20-227 SPORNITZ: Moves that the Board receive 701.23AP, Exhibit 3, SETT (Student/Environment/Task/Tools) Framework, as amended, for information.

CARRIED UNANIMOUSLY

- 701.23AP Exhibit 4 Social Story: I Can Ride the Bus Home from School

20-228 MARRIOTT: Moves that the Board receive 701.23AP, Exhibit 4, Social Story: I Can Ride the Bus Home from School, as amended, for information.

CARRIED UNANIMOUSLY

3. Transportation:

- Cross Jurisdictional (non-resident) Boundary Exemption Requests
 - o SW 21-36-2W4
- Contractor Selection
 - o Route PR-12
 - o Route PR-16
- School Bus Service Contractor re; Transportation Budget
- Driver Training School

- Cross Jurisdictional (non-resident) Boundary Exemption Requests

Director Mannix joined the meeting at 11:28am

20-229 LIVINGSTON: Moves that the Board approve the cross-jurisdictional (non-resident) boundary exemption request of the Edgar/Harpe family residing at SW 21-36-2W4 for off-route pick-up to attend their school of choice St. Thomas Aquinas School in Provost for the 2020-2021 school year based on the approval letter from Prairie Land School Division and pending approval from East Central Catholic Schools and their agreeing to pay the additional cost associated with this request should there be a shortfall.

CARRIED UNANIMOUSLY

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3. Transportation Cont.:

- Contractor Selection

o Route PR-12

20-230 **LIVINGSTON:** Based on the evaluation criteria for contractor selection the Board shall enter into a school bus service contract with Dyck 7 Enterprises Ltd. for bus route PR-12 effective September 1, 2020.

CARRIED UNANIMOUSLY

o Route PR-16

20-231 **GORNIAK:** Based on the evaluation criteria for contractor selection the Board shall enter into a school bus service contract with F. Walters for bus route PR-16 effective September 1, 2020.

CARRIED UNANIMOUSLY

- Driver Training School

20-232 **MARRIOTT:** Moves that the Board support the recommendation of the Director of Transportation to contract out the MELT (Mandatory Entry Level Training) and S Endorsement training for the 2020-2021 school year.

CARRIED UNANIMOUSLY

- School Bus Service Contractor re; Transportation Budget

20-233 **MARRIOTT:** Moves that the Board approve a one-time payment to the 2019-2020 and the three new 2020-2021 bus contractors to offset the fixed costs of the semi-annual inspection and additional cleaning supplies due to Covid-19 in the amount of \$750.00 per each route.

CARRIED UNANIMOUSLY

The Board Chair thanked Director Mannix for all the work from the Transportation Department throughout this past year and the planning and work getting the bus contractors ready for the re-entry and start of the new school year.

G. SUPERINTENDENT'S DEPARTMENT

1. Superintendent's Report:

- Enrolment Reports
- BTPS Re-Entry Plan

- Enrolment Reports

The Superintendent shared the information with the Board. There were no significant changes in enrolment throughout the year.

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- BTPS Re-Entry Plan

The Superintendent shared an update with the Board on all the aspects of the re-entry plan that has been developed and shared with parents/guardians, staff and students. She told the Board that there have been several letters, 2 FAQ documents and several video communications sent out to answer questions.

The Board Chair thanked the Superintendent and the Re-Entry Committee for all their work planning and creating the plan. There was a question regarding the pending Honor Band international trip. Direction was given to bring back information to the Committee Meeting.

2. Deputy Superintendent's Report:

- Staffing Reports

20-234 **GORNIAK: Moves that the Board accept the Teacher Reports as presented for information.**

CARRIED UNANIMOUS

The Board Chair thanked Deputy Superintendent Webb for all of her work getting ready for the start of the new school year.

H. Business Arising from Minutes:

The letters were reviewed.

J. NEW BUSINESS:

- Alberta School Councils' Association re; ASCA Memberships for BTPS School Councils
- Email from Education Minister re; Minister's Youth Council 2020/2021
- ASBA Zone 2/3 Edwin Parr Virtual Celebration - Invitation for Superintendent and Two Trustees
- After School Care Program Request re; Willow Tree Children's Centre Hughenden

- Alberta School Councils' Association re; ASCA Memberships for BTPS School Councils

20-235 **MARRIOTT: Moves that the Board support the continued ASCA memberships of BTPS School Councils by continuing to reimburse their memberships for the 2020-2021 school year.**

CARRIED

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J. NEW BUSINESS Cont.:

- Email from Education Minister re; Minister's Youth Council 2020/2021

20-236 **KING: Moves that the Board recognize the two BTPS 2020-2021 Minister's Youth Council Representatives, Joey Eddleston and Hasan Khan with congratulatory letters.**

Trustee Eddleston abstained from the vote.

CARRIED UNANIMOUSLY

- ASBA Zone 2/3 Edwin Parr Virtual Celebration - Invitation for Superintendent and Two Trustees

20-237 **GORNIAK: Moves that the Board support Trustee Marriott and Trustee King to attend the Edwin Parr event.**

CARRIED UNANIMOUSLY

20-238 **MARRIOTT: Moves that, due to the limitations brought on by the pandemic and the inability to have a formal celebration, we recognize our Edwin Parr nominee, Carrie Poissant with a supper for her and three guests hosted by the Superintendent and the Board Chair.**

CARRIED UNANIMOUSLY

- After School Care Program Request re; Willow Tree Children's Centre Hughenden

20-239 **LIVINGSTON: Moves that the Board approve the request, of Willow Tree Children's Centre to provide a space at the Hughenden School for its before and after school program based on availability and in consultation with the Principal and the Director of Facilities as per Administrative Procedure 503.2AP.**

CARRIED UNANIMOUSLY

Appeals; none

K. TRUSTEE REPORTS:

- ASBA - No Report

- PSBC - Trustee Spornitz reported that there will be a virtual AGM this year. At the meeting they discussed terminology regarding the difference between public education and public school education. The workplan was reviewed and some bylaw changes will come forward for boards to vote on at the AGM. PSBAA is also considering expanding its membership for additional education authorities.

- RCASB - Trustee Eddleston told that Board that he and the RCASB Chair have their next meeting with the Minister on September 2, 2020. He shared that he is looking forward to their meeting and is very pleased that the Minister is now taking on regular meetings with RCASB to hear the concerns of rural boards.

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K. TRUSTEE REPORTS Cont.:

- TEBA - No Report

L. TRUSTEE READINGS:

- None

M. INFORMATION ITEMS:

N. COMMUNICATION STRATEGY

- Re-Entry Plan, FAQ's and Videos
- Organizational Meeting
- First Board Meeting with the new Superintendent and Assistant Superintendent
- One-time Payment for Bus Contractors
- BTPS Minister's Youth Council Representatives
- Edwin Parr Virtual Event
- Thank you to the Star News for Printing the BTPS Re-Entry Plan for the newspaper distribution.

20-240 KING: That the board meeting adjourn.

CARRIED UNANIMOUSLY

Time: 12:28 hours 12:28(PM)

Board Chair

Recording Secretary