

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, April 27, 2022

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, April 27, 2022.

PRESENT:

Chair: Stephanie Spornitz

Trustees: Barry Livingston, Jim King, Kara Jackson, Tanya Ford, David Bensmiller, Stephanie Cooper, and Darla Yonkman

Administration: Rhae-Ann Holoien, Superintendent, Michelle Webb, Deputy Superintendent James Trodden, Assistant Superintendent (online), Nadeem Altaf, Secretary Treasurer and Faye Dunne, Recording Secretary

Absent:

A. CALL TO ORDER:

Board Chair Spornitz called the meeting to order at 9:35 a.m.

The Board Chair shared a Treaty Acknowledgement

B. APPROVAL OF AGENDA:

Board Chair Spornitz asked for any additions to the agenda.

In-Camera - 1 Item

22-057 **LIVINGSTON: Moves that the agenda be approved as amended.
CARRIED UNANIMOUSLY**

C. MINUTES OF THE REGULAR MEETING

22-058 **KING: That the Minutes of the Regular Meeting held March 16, 2022, be accepted as presented.
CARRIED UNANIMOUSLY**

E. IN-CAMERA:

22-059 **COOPER: That the meeting move In-Camera at 9:37am.
CARRIED UNANIMOUSLY**

Deputy Superintendent Webb, Assistant Superintendent Trodden (online), Secretary Treasurer Altaf and Recording Secretary Dunne were in attendance. Transportation Director Rapson joined the meeting at 9:41 am and left at 10:12 am. Secretary Treasurer Altaf left the meeting at 11:05 am.

22-060 **FORD: That the meeting come out of In-Camera at 11:08am.
CARRIED UNANIMOUSLY**

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Student Engagement - The Benefits and Advantages of Rural Education

Superintendent Holoien welcomed students from Mannville, VES and Dr. Folkins schools to the Student Engagement. There was a round of introductions.

The first question posed to the students was 'What do you like about going to school in rural Alberta?' VES students shared their thoughts including the Terry Fox run, make more friends, school bingos, having special guests, track and field, VIP Fridays, having amazing teachers and dress up days. Mannville students added their thoughts which included a relaxed atmosphere, the school is part of the community and events are hosted at the school, their students are able to make good connections with teachers. Dr. Folkins students shared they appreciated more one on one time with teachers, more friends outside of school, movie nights and joining with other schools for sports. The second question Superintendent Holoien asked the students was 'What do you wish your rural school could do better?' The students took turns sharing their ideas which included more time outside, more competitive sports, doing more things in the community, potentially changing which classes are combined, the ability for more sports teams, more in-person learning, access to hands on learning like carpentry and to be more involved with their community in person.

The Board Chair thanked the students for their participation.

F. COMMITTEE/DEPARTMENT REPORTS:

1. Finance:

- Cheque Lists Dated; March 15, 30, April 14, 2022
- Accounts Payable Cheque Lists Dated; March 18, 25, 29, 30, 31, April 14, 21, 25, 26, 2022
- Manual Cheques Issued Dated: March 3 to April 12, 2022
- March 31, 2022 Cash Flow Statement
- School Fees
- Budget 2022-2023 Highlights

Secretary Treasurer Altaf reviewed the cheque lists with the Board.

22-061 LIVINGSTON: Moves that the accounts payable cheque lists for the period ending April 14, 2022, beginning, and ending with cheques #133166 to #133432 and automated payments for the period ending April 26, 2022 beginning and ending with #800021653 to #800021841 and manual cheques issued #700001292 to #700001310 be received for information.

CARRIED UNANIMOUSLY

- March 31, 2022 Cash Flow Statement

22-062 YONKMAN: Moves that the Board accept the March 31, 2022 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

F. COMMITTEE/DEPARTMENT REPORTS Cont.:

- School Fees

22-063 KING: Moves that the Board receive 201.5AP Exhibit 2 BTPS School Fee Schedule 2022-2023 as presented for information.

CARRIED UNANIMOUSLY

- Budget 2022-2023 Highlights

The Secretary Treasurer reviewed the highlights of budget 2022-2023 indicating that BTPS is impacted by a decrease of 2.2 million in funding. The breakdown of funding per department was shared. Secretary Treasurer Altaf told the Board that 73% of all funding goes to instruction. For the 2022-2023 budget bridge funding to hold boards harmless remains the same. The BTPS enrollment has decreased and impacts the overall budget. The final budget will be presented to the Board for approval in May.

2. Facilities:

- Capital Plan 2023-2026
- Modular Request

- Capital Plan 2023-2026

22-064 JACKSON: Moves that the Board set its 3-Year Capital Plan 2023-2026 as follows:

- 1. Wainwright Elementary Replacement School and demolition of existing school**
- 2. Provost replacement school and demolition of a portion of the existing school**
- 3. A value management scoping to assist the Board of Trustees with the best solution for the Kitscoty area**

CARRIED UNANIMOUSLY

- Modular Request

22-065 LIVINGSTON: Moves that the Board of Trustees of Buffalo Trail Public Schools requests 1 modular classroom for Irma School in 2022-2023 due to increasing student population.

CARRIED UNANIMOUSLY

22-066 JACKSON: That the board meeting recess for lunch.

CARRIED UNANIMOUSLY

The meeting reconvened at 1:01 p.m. in the room with all Trustees in attendance Deputy Superintendent Webb did not rejoin.

D. Petitions and Delegations

- Kristie Foster - Hardisty Bussing

Board Chair Spornitz welcomed Kristie Foster to the board meeting. Kristie Foster and Kim Jackson joined the

D. Petitions and Delegations Cont.

meeting representing the parent group of thirty-nine students that are bussing to Irma school from the Hardisty area. There was a round of introductions. Ms. Foster started her presentation by recapping a letter that was sent to the Board. She told the Board that as they near the end of the school year it is becoming clear that, even with fundraising efforts and parent fees, their bus service will not be sustainable. The parent group has been in touch with the Minister of Education. Ms. Foster said that the parent group is asking for solutions or suggestions for bussing to Irma school. Board Chair Spornitz shared information that BTPS received from the Ministry. BTPS is out of its jurisdiction to travel to pick these students up. The Board thanked Kristie Foster for sharing her information.

F. COMMITTEE/DEPARTMENT REPORTS Cont.:

3. Ad Hoc Insurance Committee:

- Ad Hoc Committee Minutes April 6, 2022
- Committee Update

- Ad Hoc Committee Minutes April 6, 2022

**22-067 COOPER: Moves that the Board receive the minutes of the Ad Hoc Committee meeting held April 6, 2022.
CARRIED UNANIMOUSLY**

Deputy Superintendent Webb rejoined the meeting at 1:18pm

- Committee Update

Trustee Livingston shared an update with the Board about the work of the committee. He reaffirmed that there is no insurance when there is a communicable disease exclusion. The Board Chair shared a thank you for the work of the committee. A recommendation will come forward at another meeting.

4. Policy Committee:

- Policy Meeting Minutes: April 4, 2022
- The Policy Committee Recommends to Receive the Following Administrative Procedure for Information:
 - 601.1AP Exhibit 1 Budget Guidelines

- Policy Meeting Minutes: April 4, 2022

**22-068 BENSMILLER: Moves that the Board receive the minutes of the Policy Committee meeting held April 4, 2022.
CARRIED UNANIMOUSLY**

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4. Policy Committee Cont.:

- The Policy Committee Recommends to Receive the Following Administrative Procedure for Information:
 - 601.1AP Exhibit 1 Budget Guidelines

Prior to review by the Policy Committee a Budget Guidelines Committee, which included several school principals, senior administration, and Board members, met multiple times to review the guidelines.

22-069 YONKMAN: Moves that the Board receive 601.1AP, Exhibit 1, Budget Guidelines, as amended, for information.
CARRIED UNANIMOUSLY

G. SUPERINTENDENT'S DEPARTMENT

1. Superintendent's Report:

- Enrolment Reports
- School Achievements
- Student Podcasts
- Curriculum Engagement
- Communications

- Enrolment Reports

The information was shared with the Board.

- School Achievements

The provincial play results from various BTPS teams was shared.

- Student Podcasts

Information regarding the podcast 'High Performing Educator' featuring two student leaders from BTPS was shared with the Board.

- Curriculum Engagement

BTPS will host a parent Curriculum Implementation Stakeholder Engagement Session the evening of May 18th, 2022.

- Communications

Today is Administrative Professionals Day and May 2nd is Bus Driver Appreciation Day. The list of Grad Dates and attendees was shared with the Board.

3. Assistant Superintendent Report:

- Curriculum Update
- Superintendent Holoien presented the report on behalf of Assistant Superintendent Trodden. Alberta Education announced the implementation for the new K-3 English Language Arts and Literature and Mathematics and the new K-6 Physical Education starting September 2022. Education Stakeholders are to be commended for the

3. Assistant Superintendent Report Cont.:

advocacy that was done. At BTPS the Board advocated through ASBA and input into the Alberta Government Survey, Senior Leadership advocated through CASS. Teachers and Staff provided feedback surveys and parent sessions were held virtually to highlight the new curriculum and provide a link to the government survey. The focus of the school division is now implementation. Implementation is a process not an event and teachers will be working with students to shape great learning. Curriculum is only one aspect of learning. It also takes great instruction, assessment, and social emotional wellbeing. BTPS teachers have the skills and abilities to create good learning with this curriculum and will meet students where they are at. BTPS will provide teachers support throughout the school year including access to resources to support implementation. Starting in May teachers who are implementing the curriculum next year will meet for half day sessions to review the new curriculum and begin aligning learning to meet outcomes. Board Chair Spornitz encouraged the trustees to attend the Curriculum Engagement evening on May 18th.

H. Business Arising from Minutes:

J. NEW BUSINESS:

- Trustee Vacancy
- Consultant re; Professional Development
- CVR Policy Update
- Wainwright and District Minor Football Request
- International Field Trip Request - HPS Panama
- ECCS Request to bus Clandonald Students to Vermilion
- Board Evaluation
- Condolences to Edmonton Public Schools
- Battle River Summit Invitation

Assistant Superintendent Trodden left the meeting at 1:44pm

- Trustee Vacancy

The Board had an opportunity discuss the vacant trustee position.

22-070 LIVINGSTON: Moves that the Board hold a by-election for Ward 4, Subdivision 3, and that nomination day be August 19, 2022 and By-Election day be September 10, 2022.

CARRIED UNANIMOUSLY

22-071 YONKMAN: Moves that Faye Dunne be appointed as the Returning Officer for the 2022 By-Election and Nadeem Altaf be appointed the substitute returning officer for the 2022 By-Election.

CARRIED UNANIMOUSLY

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J. NEW BUSINESS Cont.:

- 22-072 BENS MILLER: Moves that a deposit of \$200 be required to run for trusteeship as per Bylaw No. 02-2020.**

CARRIED UNANIMOUSLY

- Consultant re; Professional Development

The Board had an opportunity to share its thoughts.

- 22-073 YONKMAN: Moves that the Board hire consultant Brian Callahan for trustee professional development with the date to be determined coinciding with the board evaluation date.**

CARRIED UNANIMOUSLY

- CVR Policy Update

The changes to the County of Vermilion River School Reserve Funds were reviewed with the Board and will be shared with those schools.

- Wainwright and District Minor Football Request

- 22-074 BENS MILLER: Moves that the Board write a letter of support to the Wainwright and District Minor Football Association for the purpose of fundraising and applying for grants toward the stadium lighting installation project at the WHS Football Field.**

CARRIED UNANIMOUSLY

- International Field Trip Request - HPS Panama

- 22-075 LIVINGSTON: Moves that the Board approve the Hughenden Public Schools international field trip request to Panama during Easter break 2023 as outlined in their proposal provided that the trip is not subject to a Government of Canada travel advisory, adheres to Board Policy, the tour company providing satisfactory supervision and all legal obligations are satisfactory to the Board.**

CARRIED UNANIMOUSLY

- ECCS Request to bus Clandonald Students to Vermilion

The Board reviewed the request of East Central Catholic Schools in consideration of its new separate school establishment area and the BTPS/ECCS Joint Transportation Agreement. Direction was given for Senior Leadership to gather additional information, to bring back to the Board in May.

- Board Evaluation

- 22-076 COOPER: Moves that the Board hold its self-evaluation with facilitator Brian Callaghan in August 2022.**

CARRIED UNANIMOUSLY

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J. NEW BUSINESS Cont.:

- Condolences to Edmonton Public Schools

22-077 LIVINSTON: Moves that the Board send flowers and a letter of condolence to the Board of Trustees of Edmonton Public Schools for the tragic loss of the student at McNally High School.

CARRIED UNANIMOUSLY

- Battle River Summit Invitation

Trustee Livingston and Trustee Ford will attend to showcase BTPS.

Secretary Treasurer Altaf left the meeting at 2:27 p.m.

K. TRUSTEE REPORTS:

- ASBA - Vice Chair Yonkman provided a report from the Zone 2/3 meeting she attended. Boards should be looking at policies and positions for the upcoming SGM. The President and Advocacy Committee spoke about funding and rural education and Charter Schools funding. The group would like feedback on how the funding model is working. There will be a celebration for award winners at the SGM.
- PSBAA/PSBC - Vice Chair Yonkman told the Board that PSBC is looking at professional development and asking the members for its thoughts. There is valuable information on the PSBAA website about public education, that it is the Education System of Choice.
- TEBA - No Update
- RCASB - Trustee King attended the March meeting. The topics of the sessions included transportation rising fuel costs, the new curriculum, Charter Schools, child wellness and mental health.

Secretary Treasurer Altaf rejoined the meeting at 2:37 p.m.

The next meeting is in June.

- CSBA
The information was shared with the Board.

L. TRUSTEE READINGS:

M. INFORMATION ITEMS:

The information was shared with the Board.

22-078 BENSMILLER: Moves that the Board write a letter to the Minister of Education requesting financial assistance with respect to the significant increase in fuel prices for BTPS Bus Contractors.

CARRIED UNANIMOUSLY

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22-079 JACKSON: Moves that the Board write a letter of gratitude to the Minister of Education for holding school boards harmless for a second year with Budget 2022.

CARRIED UNANIMOUSLY

N. COMMUNICATION STRATEGY

- Student Engagement
- 201.5AP Exhibit 2 School Fee Schedule Reviewed
- Curriculum Implementation Engagement Session
- 2023-2026 Capital Plan
- By-Election for Ward 4 Subdivision 3
- Letter of Gratitude to Save Harmless School Boards with Budget 2022-2023
- Letter for Requesting Financial Assistant for Bus Contractors Fuel Funding
- Support for Wainwright and District Minor Football Association Lighting Project
- Schools Provincial play success

AGENDA Items for Next Meeting

- Trustee Jackson shared a Notice of Motion for the May meeting that will be requesting the addition of a BTPS Standing Committee on Reconciliation, Inclusivity and Diversity within the division.

Board Work Plan Items for the Next Board Meeting

- Approval of the 2022-2023 Budget
- Edwin Parr Awards Evening
- Trustee Attendance at Graduations
- Safe and Caring BP/AP Review
- Transportation Exception Requests
- Presentation and Final Approval of the Education Plan

22-080 LIVINGSTON: Moves that the meeting adjourn.

CARRIED UNANIMOUSLY

Time: 2:55 pm hours (14:55PM)

Board Chair

Recording Secretary