

**BUFFALO TRAIL PUBLIC SCHOOLS**

Wednesday, May 18, 2022

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, May 18, 2022.

**PRESENT:**

Chair: Stephanie Spornitz

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

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

Absent:

**A. CALL TO ORDER:**

Board Chair Spornitz called the meeting to order at 9:34 a.m.

The Board Chair shared a Treaty Acknowledgement

**B. APPROVAL OF AGENDA:**

Board Chair Spornitz asked for any additions to the agenda.

**4. Transportation Department:**

- School Bus Service Contract

**E. IN-CAMERA:**

- One Item

22-081 COOPER: Moves that the agenda be approved as amended.  
CARRIED UNANIMOUSLY

**C. MINUTES OF THE REGULAR MEETING**

22-082 LIVINGSTON: That the Minutes of the Regular Meeting held April 27, 2022, be accepted as amended.  
CARRIED UNANIMOUSLY

Secretary Treasurer Altaf reviewed the cheque lists with the Board.

22-083 YONKMAN: Moves that the accounts payable cheque lists for the period ending May 13, 2022, beginning, and ending with cheques #133433 to #133571 and automated payments for the period ending May 13, 2022 beginning and ending with #800021842 to #800021939 and manual cheques issued #700001311 to #700001321 be received for information.  
CARRIED UNANIMOUSLY

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meeting of The Board of Trustees of Buffalo Trail  
Public Schools

- April 30, 2022 Cash Flow Statement

**22-084 KING: Moves that the Board accept the April 30, 2022  
Cash Flow Statement for information.**

**CARRIED UNANIMOUSLY**

**D. Petitions and Delegations**

- Hardisty and District Development Group

Board Chair Spornitz welcomed Blake Moser from the Hardisty and District Development Group and there was a round of introductions. Mr. Moser, shared regrets from Mayor Jackson and began his presentation to the Board. He told the Board that he was here to share information about the Town of Hardisty, the Hardisty Terminal and growth within the region, the Hardisty school and opportunities that exist. The Town of Hardisty is focusing on growth with the help of the development group that was formed in 2019. The group has been advocating for the Hardisty School and the building. Board Chair Spornitz thanked Mr. Moser for keeping the Board informed.

**E. IN-CAMERA:**

**22-085 FORD: That the meeting move In-Camera at 10:07am.**

**CARRIED UNANIMOUSLY**

Deputy Superintendent Webb (online), Assistant Superintendent Trodden, Secretary Treasurer Altaf and Recording Secretary Dunne were in attendance.

**22-086 LIVINGSTON: That the meeting come out of In-Camera at 10:23am.**

**CARRIED UNANIMOUSLY**

**F. COMMITTEE/DEPARTMENT REPORTS:**

**1. Finance:**

- Cheque Lists Dated; April 29, May 13, 2022
- Accounts Payable Cheque Lists Dated; April 29, May 13, 2022
- Manual Cheques Issued Dated: April 18 to May 6, 2022
- April 30, 2022 Cash Flow Statement
- Supplementary Supports Fee and Technology Fee Recommendation
- Budget 2022-2023 and Submission to Alberta Education
  
- Supplementary Supports Fee and Technology Fee Recommendation

**22-087 YONKMAN: Moves that, based on the recommendation of the Secretary Treasurer, the Board reduce the Supplementary Supports Fee and Technology Fee by 50% for the 2022-2023 school year. The fees to be reviewed annually.**

**CARRIED UNANIMOUSLY**

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**1. Finance Cont.:**

- Budget 2022-2023 and Submission to Alberta Education

The Secretary Treasurer presented information to the Board on the funding received from Alberta Education and the budget allocations. He explained how the figures appear in the budget template to be submitted to Alberta Education. The Board Chair thanked the Secretary Treasurer and the team for all the work to put the budget together.

**22-088      LIVINGSTON: Moves that the Board of Buffalo Trail Public Schools approve the 2022-2023 budget to be submitted to Alberta Education.**

**CARRIED UNANIMOUSLY**

Student Engagement - Future Planning and Goal setting

Superintendent Holoien welcomed students from Wainwright Elementary, Edgerton and Dewberry schools to the student engagement with the Board. There was a round of introductions.

Assistant Superintendent Trodden left the meeting at 11:23am

Secretary Treasurer Altaf left the meeting at 11:25am.

Each school took turns answering 3 questions on the topic of Future Planning and Goal Setting, 1) What are you looking forward to most in your next school year? 2) What goals are important in your future? 3) How can school help you with your goals? Some of the feedback shared included, looking forward to the next grade and a year without the pandemic, new sports teams, and opportunities, meeting new people, going to college, working toward a scholarship and being independent.

Secretary Treasurer Altaf rejoined the meeting at 11:34am.

The Board Chair thanked all the students for participating and sharing their plans for the future. She also shared a congratulations to the graduating students.

**2. Facilities:**

- Disposition of Clandonald School

**22-089      JACKSON: Moves that the Board, as per Section 192 (1) of the Education Act, and approval received by the Minister, begin the process to dispose of the Clandonald School and property located at SW 17-53-05-W4.**

**CARRIED UNANIMOUSLY**

**G. SUPERINTENDENT'S DEPARTMENT**

**1. Superintendent's Report:**

- Enrolment Reports
- Superintendent's Public Speaking Competition
- 401BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment
- Inclusion, Diversity and First Nations Metis and Inuit Presentation
- School Achievements

- Enrolment Reports

The information was shared with the Board.

- Superintendent's Public Speaking Competition

The information was shared with the Board. The Superintendent thanked the Trustees who volunteered to be judges.

- 401BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment

**22-090 COOPER: Moves that the Board receive 401BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment as reviewed.**

**CARRIED UNANIMOUSLY**

- School Achievements

The information was shared with the Board.

**F. COMMITTEE/DEPARTMENT REPORTS Cont.:**

**3. Ad Hoc Insurance Committee:**

- Ad Hoc Committee Minutes April 6, 2022
- Committee Update
- Ad Hoc Committee Minutes May 13, 2022

The Board Chair thanked the committee for taking the time to gather the information to answer all the Board's questions.

**22-091 KING: Moves that the Board receive the minutes of the Ad Hoc Committee meeting held May 13, 2022.**

**CARRIED UNANIMOUSLY**

**22-092 YONKMAN: Based on the Ad Hoc Committees recommendation, the Board approves to amend motion 22-018.**

**CARRIED UNANIMOUSLY**

**3. Ad Hoc Insurance Committee Cont.:**

- 22-093      **KING: Moves that the Board amend motion 22-018 to now read "that the Board acknowledges, as per Buffalo Trail Public Schools legal counsel advice and insurance provider statement, that our current insurance will not cover any communicable diseases, including COVID-19, regardless of our mitigation strategy. We will continue to make decisions in good faith and implement AHS requirements to promote a safe and healthy environment."**

**CARRIED UNANIMOUSLY**

- 22-094      **FORD: That the board meeting recess for lunch.**

**CARRIED UNANIMOUSLY**

The meeting reconvened at 1:04 p.m. in the room with all Trustees and Assistant Superintendent Trodden in attendance. Deputy Superintendent Webb did not rejoin.

**E. IN-CAMERA:**

- 22-095      **COOPER: That the meeting move In-Camera at 1pm.**

**CARRIED UNANIMOUSLY**

Assistant Superintendent Trodden, Secretary Treasurer Altaf and Recording Secretary Dunne were in attendance. Transportation Director Rapson joined the meeting.

- 22-096      **KING: That the meeting come out of In-Camera at 2:07pm.**  
**CARRIED UNANIMOUSLY**

**4. Transportation Department:**

- Fuel Subsidy Recommendation
- Boundary Exemption Requests 2022-2023
  - o Off Route: For Board Approval
    - #2022-2023-01
    - #2022-2023-02
    - #2022-2023-03
    - #2022-2023-04
    - #2022-2023-05
    - #2022-2023-06
    - #2022-2023-07
    - #2022-2023-08
    - #2022-2023-09
    - #2022-2023-10
  - Cross-Jurisdiction (non-resident) Boundary Exemption Requests 2022-2023
    - o Off Route: For Board Approval
      - #2022-2023-11
      - #2022-2023-12
      - #2022-2023-13 - On-Route
      - #2022-2023-14 - On-Route
      - #2022-2023-15
      - #2022-2023-16

**4. Transportation Department Cont.:**

- Fuel Subsidy Recommendation

The Director of Transportation told the Board that at this time there is some surplus in the transportation budget due to bus route amalgamations of the previous year and he recommended providing some relief to current bus contractors to help with the rising cost of fuel.

- 22-097      LIVINGSTON: Moves that the Board support the recommendation from the Transportation Director for a one-time payment to the 2021-2022 bus contractors to offset the significant rise in fuel costs. The amount will be given on a per kilometre basis per route.**

Trustee Bensmiller abstained from the vote due to a declared possible conflict of interest.

**CARRIED UNANIMOUSLY**

- Boundary Exemption Requests 2022-2023
  - o Off Route: For Board Approval

- #2022-2023-01

- 22-098      YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2022-2023-01 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-02

- 22-099      LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2022-2023-02 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-03

- 22-100      JACKSON: Moves that the Board approve the boundary exemption request for applicant #2022-2023-03 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-04

- 22-101      LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2022-2023-04 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-05

- 22-102      KING: Moves that the Board approve the boundary exemption request for applicant #2022-2023-05 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED**

**4. Transportation Department Cont.:**

▪ #2022-2023-06

22-103      **YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2022-2023-06 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

▪ #2022-2023-07

22-104      **COOPER: Moves that the Board approve the boundary exemption request for applicant #2022-2023-07 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

▪ #2022-2023-08

22-105      **FORD: Moves that the Board approve the boundary exemption request from caregiver residence for applicant #2022-2023-08 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

▪ #2022-2023-09

22-106      **YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2022-2023-09 for bussing to their school of choice for the 2022-2023 school year.**

**DEFEATED**

▪ #2022-2023-10

22-107      **JACKSON: Moves that the Board approve the boundary exemption request for applicant #2022-2023-10 for bussing to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- Cross-Jurisdiction (non-resident) Boundary Exemption Requests 2022-2023
  - o Off Route: For Board Approval

▪ #2022-2023-11

22-108      **KING: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request from applicant #2022-2023-11 to meet on route to go to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

▪ #2022-2023-12

22-109      **LIVINGSTON: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request from applicant #2022-2023-12 to their school of choice for the 2022-2023 school year.**

**DEFEATED**

**4. Transportation Department Cont.:**

- #2022-2023-13 - On-Route

22-110      **BENSMILLER: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request from applicant #2022-2023-13 to meet the bus on route to go to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-14 - On-Route

22-111      **YONKMAN: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request from applicant #2022-2023-14 to meet the bus on route to go to their school of choice for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

- #2022-2023-15

22-112      **LIVINGSTON: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request from applicant #2022-2023-15 to their school of choice for the 2022-2023 school year pending approval from Prairieland School Division and East Central Catholic Schools agreeing to pay the additional cost associated with this request should there be a shortfall.**

**CARRIED UNANIMOUSLY**

- #2022-2023-16

Postponed pending additional information.

- School Bus Service Contract

22-113      **COOPER: Moves that the Board approve the recommendation of the Director of Transportation to increase the contractor rates on Schedule C of the School Bus Service Agreement by 4% for the 2022-2023 school year.**

**CARRIED UNANIMOUSLY**

Transportation Director Rapson left the meeting at 2:39pm.

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

- Inclusion, Diversity and First Nations Metis and Inuit Presentation

The Superintendent and Assistant Superintendent shared a presentation with the Board titled 'Bringing to Life Inclusion, Diversity, and First Nations Metis and Inuit. The presentation highlighted the work of the Division to operationalize 401BP, Welcoming, Caring, Respectful and Safe Workplace & Learning Environments. Information was shared on how the division supports Inclusion, Diversity, Gender Equity, Student Voice in Change and First Nations, Metis and Inuit through professional learning and many additional resources.



**3. Assistant Superintendent Report:**

- 'What We Heard' (Stakeholder Engagement)
- Education Plan 2019/2020 to 2022/2023
  
- 'What We Heard' (Stakeholder Engagement)

Assistant Superintendent Trodden shared the 'What We Heard' document with the Board. The information in the document is a summary of the feedback from the Stakeholder Engagement and Student Engagement sessions. The results are shared in the categories of Strengths of BTPS, Challenges Affecting BTPS and Continuing at BTPS. The stakeholder priorities indicated help to inform the Education Plan and identify priorities for the coming year. The Assistant Superintendent told the Board that the document will be available on the BTPS website on the Reports page.

- Education Plan 2019/2020 to 2022/2023

Assistant Superintendent Trodden presented the Four Year Education Plan to the Board. The domain elements and outcomes were reviewed. Assistant Superintendent Trodden highlighted BTPS's Partnership with Lakeland College and shared that Lakeland recently hosted almost 200 BTPS students at their campus which was an amazing day for students. The Board Chair thanked Assistant Superintendent Trodden for all the information that was compiled to create the Education Plan.

**22-114 YONKMAN: Moves that the Board approve the 2022-2023 Education Plan as presented to be submitted to Alberta Education.**

**CARRIED UNANIMOUSLY**

**H. Business Arising from Minutes:**

**J. NEW BUSINESS:**

- East Central Catholic Schools Request for Transportation
- Superintendent Evaluation
- Request from Hardisty Parent Group
- Marwayne Jubilee School International Field Trip Request
- EH Walter International Field Trip Request
- Request from Vincent Hill, Principal, WHS re; Badminton Provincials
- Letter from Hon. Minister LaGrange re; Response to Letter - Bill 70
- Notice of Motion re; Standing Committee for Reconciliation, Inclusivity and Diversity
- Condolences to East Central Alberta Catholic Schools

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- East Central Catholic Schools Request for Transportation

The Board is looking forward to continuing work with East Central Catholic Schools.

- 22-115 JACKSON: Moves that the Board approve the request from East Central Catholic Schools to provide transportation for students residing inside the Clandonald Establishment Area to St. Jerome's School for the 2022-2023 school year, with East Central Catholic Schools agreeing to pay any transportation funding shortfall including administration costs. This request is required on an annual basis.**

**CARRIED UNANIMOUSLY**

- Superintendent Evaluation

- 22-116 KING: Moves that the Superintendent Evaluation be held during the month of September 2022, the date to be confirmed with the Facilitator and the Board.**

**CARRIED UNANIMOUSLY**

- Request from Hardisty Parent Group

There was a discussion regarding crossing school jurisdictions and the lack of transportation funding for the parent group. Direction was given to postpone the decision on the Hardisty parent group request until next month.

- International Field Trip Request - Marwayne

- 22-117 BENSMILLER: Moves that the Board approve the Marwayne Jubilee School's international field trip request to Italy 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**

- International Field Trip Request - EH Walter

- 22-118 LIVINGSTON: Moves that the Board approve the EH Walter School's international field trip request to Germany Italy Switzerland with the option for a change to London-Paris-Rome 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**

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**J. NEW BUSINESS Cont.:**

- Request from Vincent Hill, Principal, WHS re; Badminton Provincials

**22-119 LIVINGSTON: Moves that the Board support the request from Wainwright High School for a donation of \$250 to help offset the costs of travelling to Badminton Provincials in Medicine Hat.**

**CARRIED**

- Letter from Hon. Minister LaGrange re; Response to Letter - Bill 70

The information was shared with the Board.

- Notice of Motion re; Standing Committee for Reconciliation, Inclusivity and Diversity

The Board discussed what additional steps it could take to advocate for students within the division.

**22-120 JACKSON: Moves that the Board support creation of an Ad Hoc Committee to explore trustee involvement in Reconciliation, Inclusivity and Diversity in the division.**

**CARRIED UNANIMOUSLY**

Trustees Jackson and Ford volunteered to be on the Ad Hoc Committee.

- Condolences to East Central Catholic Schools

**22-121 COOPER: Moves that the Board write a letter of condolence to the Board of East Central Catholic Schools and to Wainwright High School for the sudden and tragic loss of their students.**

**CARRIED UNANIMOUSLY**

**K. TRUSTEE REPORTS:**

- ASBA - Vice Chair Yonkman shared information from the recent ASBA Zone 2/3 meeting with the Board. She told the Board that the final proposed position statements are now on the ASBA website for review ahead of the Spring General Meeting. Advocacy continues in the areas of rural support for rural schools, learning loss and literacy and numeracy.
- PSBAA/PSBC - Vice Chair Yonkman shared that there is new research information on the PSBAA website that includes charter schools, homes schooling and private schools. She also shared that PSBAA will be hosting a session September 24<sup>th</sup> from Franklin Covey titled Unconscious Bias Training.
- TEBA - The information was shared with the Board.
- RCASB - The next meeting is June 5<sup>th</sup> in Penhold.
- Battle River Summit - Trustees Livingston and Ford and Assistant Superintendent Trodden attended the first ever summit. Trustee Livingston reported that it was a great sharing of ideas with many communities

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**K. TRUSTEE REPORTS Cont.:**

represented. The focus of the summit was collaboration of all communities.

**L. TRUSTEE READINGS:**

**M. INFORMATION ITEMS:**

The information was shared with the Board.

**N. COMMUNICATION STRATEGY**

- 2022-2023 Budget
- Supplementary Supports and Technology Fee Reduction for 2022-2023
- Transportation Fuel Subsidy for Bus Contractors
- Increase to Bus Contractor Rates for the 2022-2023 school year
- Disposition of Clandonald School
- Education Plan and Submission to Alberta Education
- 'What We Heard' (Stakeholder Engagement) Document
- 401BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment
- Student Engagement
- Approval of International Field Trips

AGENDA Items for Next Meeting

- None

Board Work Plan Items for the Next Board Meeting

- PSBAA Spring General Meeting
- ASBA Spring General Meeting
- Trustee Attendance at Graduations
- Staff Retirement

**22-122 FORD: Moves that the meeting adjourn.**  
**CARRIED UNANIMOUSLY**

Time: 4:33 pm hours (16:33PM)

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Board Chair

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Recording Secretary