

## **BUFFALO TRAIL PUBLIC SCHOOLS**

Wednesday, September 21, 2022

The Organizational Meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, September 21, 2022, at 9:30 a.m.

### **IN ATTENDANCE:**

Board Members as follows:

Stephanie Cooper

David Bensmiller

Tanya Ford

Kara Jackson

Arthur Block

Stephanie Spornitz

Darla Yonkman

Barry Livingston

Jim King

Administration as follows:

Rhae-Ann Holoien – Superintendent of Schools

Nadeem Altaf – Secretary Treasurer

Michelle Webb – Deputy Superintendent

James Trodden – Assistant Superintendent

Faye Dunne – Recording Secretary

Superintendent Holoien called the meeting to order at 9.30 a.m.

Superintendent Holoien shared a Treaty 6 Acknowledgement.

The Superintendent, called for approval of the organizational meeting agenda as circulated.

Additions:

- None

**22-183 KING: That the agenda be approved.**

**CARRIED UNANIMOUSLY**

### **SWEARING IN OF NEW TRUSTEE:**

Secretary Treasurer Altaf administered the Trustee Oath of Office for new Trustee Arthur Block.

### **DISCLOSURE STATEMENT:**

Secretary Treasurer Altaf administered the Trustee Disclosure Statement for new Trustee Arthur Block.

There was a round of introductions to welcome Trustee Block.

Superintendent Holoien advised that in accordance with the Education Act Board Procedures Regulation (Section 9 (d)), if requested by one or more trustees, a secret ballot must be held for the election of position of Board Chair and Vice Chair. A motion must come from the floor to hold a secret ballot for these positions if a vote is required.

**22-184 COOPER: Moves that a secret ballot be held for the election of position of Chair and Vice Chair or Committee members if required.**

**CARRIED UNANIMOUSLY**

- 22-185

**BENSMILLER: That Secretary Treasurer Altaf and Recording Secretary, Dunne, be appointed to the ballot committee.**

CARRIED UNANIMOUSLY

Superintendent Holoien declared nominations open for the position of Board Chair.

Trustee BENSMILLER nominated Trustee YONKMAN for Board Chair.

Superintendent Holoien made the 2<sup>nd</sup> call for nomination of Board Chair.

Trustee LIVINGSTON nominated Trustee JACKSON for Board Chair.

Superintendent Holoien made the 3<sup>rd</sup> and final call for nomination of Board Chair.

- 22-186

**SPORNITZ: That nominations for the position of Board Chair cease.**

CARRIED UNANIMOUSLY

**Trustee Jackson was declared Board Chair.**

Superintendent Holoien declared nominations open for the position of Vice-Chair.

Trustee FORD nominated Trustee YONKMAN for Vice Chair.

Superintendent Holoien made the 2<sup>nd</sup> call for nomination of Vice Chair.

Trustee JACKSON nominated Trustee LIVINGSTON for Vice Chair

Superintendent Holoien made the 3<sup>rd</sup> and final call for nomination of Vice Chair.

- 22-187

**COPPER: That nominations for the position of Vice Chair cease.**

CARRIED UNANIMOUSLY

**Trustee Livingston was declared Vice Chair.**

Superintendent Holoien asked Trustee Jackson to accept the position of Board Chair.

Trustee Jackson accepted the position of Board Chair and Superintendent Holoien passed the meeting over to her.

The Board presented former Chair Spornitz flowers and a card. Trustee Spornitz thanked the Board and Vice Chair Yonkman for its support over the past year.

- 22-188

**COOPER: Moves that the ballots be destroyed.**

CARRIED UNANIMOUSLY

**STRUCTURE:**

The Board discussed the present structure of the standing committees.

- 22-189

**BENSMILLER: That the structure of the standing committee be a Committee of the Whole.**

CARRIED UNANIMOUSLY

**Forming Committees**

**Policy Committee:** Trustee Yonkman shared a synopsis of the work of the Policy Committee with the Board.

Trustees, FORD, COOPER, BLOCK, and YONKMAN put their names forward for the Policy Committee.

Trustee LIVINGSTON volunteered to be the alternate.

Result - The following Trustees are appointed to the Policy Committee:

- 1) FORD
- 2) COOPER
- 3) BLOCK
- 4) YONKMAN

**Policy Committee Alternate:**

Trustee LIVINGSTON was appointed as alternate on the Policy Committee.

Result - Trustee LIVINGSTON is appointed as Policy Committee Alternate.

**Negotiations Committee:** Trustee Spornitz shared information with the Board regarding past practice of the negotiations committee.

Trustees SPORNITZ, COOPER, LIVINGSTON and JACKSON put their names forward for the Negotiations Committee.

Result – The following Trustees are appointed to the Negotiations Committee:

- 1) SPORNITZ
- 2) COOPER
- 3) LIVINGSTON
- 4) JACKSON

**Negotiations Committee Alternate:**

Trustee Block Volunteered to be the alternate on the Negotiations Committee.

Trustee BLOCK was appointed as alternate for the Negotiations Committee.

Result – Trustee BLOCK is appointed as Negotiations Committee Alternate.

**Staff Liaison Committee:** The Board heard that members of the Staff Liaison Committee should not be members of the Negotiations Committee.

Trustees YONKMAN, FORD and KING put their names forward for the Staff Liaison Committee.

Result – The following Trustees are appointed to the Staff Liaison Committee.

- 1) YONKMAN
- 2) FORD
- 3) KING

**Audit Committee:** Trustee Livingston shared background information of the Audit Committee with the Board.

Trustees BENSMILLER, YONKMAN and LIVINGSTON put their names forward for the Audit Committee.

Result – The following Trustees are appointed to the Audit Committee.

- 1) BENSMILLER
- 2) YONKMAN
- 3) LIVINGSTON

**Audit Committee Cont.:**

Community Members – The Board heard that Grant Mills and Bernie Huedepohl community members on the Audit Committee will continue their positions.

Business Community Member – GRANT MILLS

Adult Learning Community Member – BERNIE HUEDEPOHL

**Joint Transportation Committee:** Trustee Spornitz and Livingston shared some background information of the work of the Joint Transportation Committee with the Board.

Trustees SPORNITZ, FORD, COOPER and JACKSON put their names forward for the Joint Transportation Committee.

Result – The following Trustees are appointed to the Joint Transportation Committee:

- 1) SPORNITZ
- 2) FORD
- 3) COOPER
- 4) JACKSON

**External Committees:**

**Alberta School Boards' Association Zone 2/3**

Trustee Spornitz put her name forward for the ASBA Zone 2/3 Representative.

Result: Trustee Spornitz is appointed as the ASBA Zone 2/3 Representative.

**ASBA Zone 2/3 Alternate:**

Trustee Cooper put her name forward as ASBA Zone 2/3 Representative Alternate.

Result: Trustee Cooper is appointed as the ASBA Zone 2/3 Representative Alternate.

**Public School Boards' Association of Alberta**

Trustee Yonkman put her name forward for the PSBAA Representative.

Result: Trustee Ford is appointed as the PSBAA Representative.

Trustee Ford put her name forward as PSBAA Representative Alternate.

**PSBAA Alternate:**

Result: Trustee Ford is appointed as the PSBAA Representative Alternate.

**TEBA Representative**

Trustee Spornitz put her name forward as the TEBA Representative.

Result: Trustee Spornitz is appointed TEBA Representative.

**RCASB Representative**

Trustee King put his name forward as the RCASB Representative.

Result: Trustee King is appointed as the RCASB Representative.

Board Chair Jackson thanked the trustees for fulfilling the committees for the next year.

**MEETING DATES AND TIMES:**

The Board had an opportunity to discuss the meeting dates and times.

**22-190      KING: That the Committee Meeting be the second Wednesday of each month beginning at 9:30 am exception of April to be the first Wednesday and there will be no meeting in July.**  
**CARRIED UNANIMOUSLY**

**22-191      COOPER: That the regular meetings of the Buffalo Trail School Division be the third Tuesday of each month, beginning at 5:00 pm with the exception of; the August and November meetings, that will be the fourth Tuesday of the month and there will not be a meeting in July.**  
**CARRIED UNANIMOUSLY**

**PER DIEM AND TRAVEL RATES:**

Chair Jackson reviewed the per diem rates with the Board.

**22-192      SPORNITZ: That the per diem rate of \$220.00 per day remain the same, for the 2022-2023 school year.**  
**CARRIED UNANIMOUSLY**

**22-193      FORD: That the daily expense reimbursement remain the same as per BP101 Board Operations Section 10. Travel rates be consistent with Policy 101BP Board Operations Section. For the 2022-2023 school year the rate is .505km as per the Provincial rate.**  
**CARRIED UNANIMOUSLY**

**22-194      COOPER: That the Communication Expense Reimbursement remain the same at \$100 per month for the 2022-2023 school year.**  
**CARRIED UNANIMOUSLY**

**SIGNING AUTHORITY:**

**22-195      SPORNITZ: That the Board Chair and Vice-Chair have signing authority as per Board Policy 101BP Section 3 and Section 4.**  
**CARRIED UNANIMOUSLY**

**Annual Board Work Plan:**

**22-196      YONKMAN: That the Board accept the work plan as amended.**  
**CARRIED UNANIMOUSLY**

**22-197      KING: That the Organizational meeting be adjourned.**  
**CARRIED UNANIMOUSLY**

Time: 10:47 hour (10:47 a.m.)

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Board Chair

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Recording Secretary