

BUFFALO TRAIL PUBLIC SCHOOLS

Tuesday, March 14, 2023

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Tuesday, March 14, 2023.

PRESENT:

Chair: Kara Jackson, Board Chair

Trustees: Barry Livingston, Stephanie Spornitz, Jim King, Tanya Ford, David Bensmiller(online), Stephanie Cooper, Arthur Block, and Darla Yonkman

Administration: Rhae-Ann Holoien, Superintendent, Michelle Webb, Deputy Superintendent, Nadeem Altaf, Secretary Treasurer, and Faye Dunne, Recording Secretary

Absent:

A. CALL TO ORDER:

Board Chair Jackson called the meeting to order at 5:05 P.M. and shared a treaty acknowledgement.

B. APPROVAL OF AGENDA:

Chair Jackson asked for any additions to the agenda.

- none

23-035 **KING: Moves that the agenda be approved as presented.**
CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

23-036 **YONKMAN: That the Minutes of the Regular Meeting held February 14, 2023, be accepted as presented.**
CARRIED UNANIMOUSLY

D. Petitions and Delegations

E. IN-CAMERA:

23-037 **SPORNITZ: That the meeting move In-Camera at 5:07PM.**
CARRIED UNANIMOUSLY

Secretary Treasurer Altaf, Deputy Superintendent Webb, and Recording Secretary Dunne were in attendance. Transportation Director Rapson joined the in-camera at 5:09PM. Trustee Livingston joined the in-camera at 5:16PM. Director Rapson left the meeting at 5:39PM Secretary Treasurer Altaf, Deputy Superintendent Webb, and Recording Secretary Dunne left the meeting at 5:44 PM.

23-038 **KING: That the meeting come out of In-Camera at 6:45 PM.**
CARRIED UNANIMOUSLY

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Secretary Treasurer Altaf, Deputy Superintendent Webb, and Recording Secretary Dunne rejoined the meeting at 6:46PM.

F. SUPERINTENDENT REPORTS:

1. Superintendent's Report:

- Media, Communications and Celebrations
- Student Achievements
- Enrolment Reports

- Media, Communications and Celebrations

The Superintendent shared information with the Board on recent communications and celebrations that included the Kindergarten Welcome Video, Interviews with Prime Time Local News for Pink Shirt Day, and International Women's Day 2023 Event. There were also several news releases that included 'Pink Shirt Day,' Retirement of the Deputy Superintendent, Supporting Female Leaders in BTPS and the very good news of the design funding approval for WES. The latest radio ad is for substitute teacher appreciation week.

- Student Achievements

The information from the recent student achievements was shared with the Board. The trustees shared a few highlights from their schools as well.

- Enrolment Reports

The information was shared with the Board.

Trustee Bensmiller left the meeting at 7:04 pm.

2. Deputy Superintendent Report:

- Edwin Parr Selection

23-039 **YONKMAN: Moves that the Board accept the Edwin Parr Committee's recommendation to nominate Stehsha Zayac from Delnorte School for the Alberta School Board Association's Edwin Parr Award.**

CARRIED UNANIMOUSLY

3. Secretary Treasurer Report

Accounts Payable:

- Cheque Lists Dated; February 15, 28, 2023
- Accounts Payable Cheque Lists Dated; February 3, 15, 17, 24, 28, 2023
- Manual Cheques Issued Dated: February 9 to 28, 2023
- February 28, 2022 Cash Flow Statement
- Budget Update
- Capital Plan

3. Secretary Treasurer Report Cont.

Secretary-Treasurer Altaf reviewed the cheque lists
with the Board.

- 23-040

COOPER: Moves that the accounts payable cheque lists for the period ending February 28, 2023, beginning, and ending with cheques #135107 to #135288 and automated payments for the period ending February 28, 2023, beginning, and ending with #800023328 to #800023489 and manual cheques issued #700001448 to #700001455 be received for information.

CARRIED UNANIMOUSLY

- February 28, 2023 Cash Flow Statement

- 23-041

LIVINGSTON: Moves that the Board accept the February 28, 2023 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

- Budget Update

The Secretary Treasurer reviewed the funding received from Alberta Education for the upcoming school year. There is no longer bridge funding.

- Capital Plan

Director Huxley joined the meeting at 7:18PM. He told the Board that the government has changed the process for value scoping, and it no longer needs to be part of the capital plan and a letter and information has been sent into the department. He also presented information for the Board's capital plan.

- 23-042

COOPER: Moves that the Board set its 3 and 10 Year Capital Plan 2024-2026 as follows:

1. Wainwright Elementary School

2. Provost Public School

3. Vermilion Elementary

4. J.R. Robson

5. Hughenden Public School

6. Dewberry

7. Edgerton Public School

8. Marwayne Jubilee School

CARRIED UNANIMOUSLY

The Board Chair thanked Director Huxley and his team for all the work preparing information regarding the capital plan for the Board.

Director Huxley and Deputy Superintendent Webb left the meeting at 7:50PM

G. COMMITTEE REPORTS:

1. Policy Committee:

- Policy Committee Minutes: March 1, 2023
- The Policy Committee Recommends that the Board Proceed to 3rd and Final Reading:
 - o 101.03BP Trustee Code of Conduct
- The Policy Committee Recommends that the Board Receive the following Administrative Procedures for Information:
 - o 402.9AP Staff Professional Learning
 - o 402.9AP Exhibit 1 Request for Staff Professional Learning
 - o 302.11 Support for Student Organizations
 - Resources
 - *Education Act Reference (Section 35.1)*
 - *Alberta Education – GSA Fact Sheet*
 - *Alberta Government – Gay-straight alliances*
 - *OIPC – Disclosing a Student’s Participation in a School Club*
- The Policy Committee Recommends 401BP for the annual review by the Board:
 - o 401BP Welcoming Caring Respectful and Safe Workplace & Learning Environment
 - Resource
 - *Education Act Reference Section 33 (2) (3)*
- Policy Committee Minutes: March 1, 2023

23-043 LIVINGSTON: Moves that the Board receive the minutes of the Policy Committee meeting held March 1, 2023 for information.

CARRIED UNANIMOUSLY

- The Policy Committee Recommends that the Board Proceed to 3rd and Final Reading:
 - o 101.03BP Trustee Code of Conduct

23-044 SPORNITZ: Moves that the Board receive new 101.03BP Trustee Code of Conduct, as amended, for third and final reading.

CARRIED UNANIMOUSLY

- The Policy Committee Recommends that the Board Receive the following Administrative Procedures for Information:
 - o 402.9AP Staff Professional Learning

23-045 KING: Moves that the Board receive 402.9AP, Staff Professional Learning, as amended, for information.

CARRIED UNANIMOUSLY

- o 402.9AP Exhibit 1 Request for Staff Professional Learning

23-046 KING: Moves that the Board receive new 402.9AP, Exhibit 1, Request for Staff Professional Learning for information.

CARRIED UNANIMOUSLY

1. Policy Committee Cont.:

- o 302.11 Support for Student Organizations
 - Resources
 - *Education Act Reference (Section 35.1)*
 - *Alberta Education – GSA Fact Sheet*
 - *Alberta Government – Gay-straight alliances*
 - *OIPC – Disclosing a Student’s Participation in a School Club*

23-047 COOPER: Moves that the Board receive 302.11AP, Support for Student Organizations, as reviewed, for information.

CARRIED UNANIMOUSLY

- The Policy Committee Recommends 401BP for the annual review by the Board:
 - o 401BP Welcoming Caring Respectful and Safe Workplace & Learning Environment
 - Resource
 - *Education Act Reference Section 33 (2) (3)*

23-048 BLOCK: Moves that the Board receive 401BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment as its annual review for information.

CARRIED UNANIMOUSLY

H. Business Arising from Minutes:

J. NEW BUSINESS:

- Hughenden Public School International Field Trip Request for Continued Support
- East Central Catholic Schools Request for Additional Bus in Clandonald Area
- Learning

- Hughenden Public School International Field Trip Request for Continued Support

23-049 LIVINGSTON: Moves that the Board continue its support for the Hughenden Public School International Field Trip with reduced student numbers for spring 2023 to Panama.

CARRIED UNANIMOUSLY

- East Central Catholic Schools Request for Additional Bus in Clandonald Area

23-050 LIVINGSTON: Moves that the Board received the letter from East Central Catholic Schools for information and further discussion.

CARRIED UNANIMOUSLY

- Learning

23-051 YONKMAN: Moves that the Board receive more information and training on handling of confidential matters.

CARRIED UNANIMOUSLY

K. TRUSTEE REPORTS:

- ASBA - Trustee Spornitz reported from the February 24th ASBA Zone 2/3 meeting. Additional information will be coming forward for the ASBA SGM. Best practices for advocacy strategies were shared between member boards. Emergent Position Statements can still be sent in from the zones.
- PSBAA/PSBC - Trustee Yonkman reported that PSBC continues to talk about election readiness. There was a short professional development session on Roberts Rules of Order. The next meeting is in April.
- TEBA - There was an update meeting in February that Trustee Spornitz attended.
- RCASB - Trustee King reported that RCASB is rolling out its new website. BTPS has sent in its 'Flourishing' story. Other boards will send in theirs. A highlight of the discussions at the meeting was the suggestion a funding model for rural school divisions. The next meeting is prior to the ASBA SGM.
- ARES - Trustee Yonkman shared the good news that Wainwright Elementary School was announced at the Alberta Rural Education Symposium by Minister LaGrange and MLA Rowsell was also in attendance at that time. The trustees that attended were happy with the professional development sessions presented.

L. TRUSTEE READINGS:

M. INFORMATION ITEMS:

The information was shared with the Board.

N. COMMUNICATION STRATEGY:

- Student Engagement
- ASCA Presentation
- BP 101.03 Trustee Code of Conduct 3rd and final
- Edwin Parr Nominee
- Capital Plan
- Enrolment Increase
- WES Design Stage

AGENDA Items for Next Meeting

- None

Board Work Plan Items for the Next Board Meeting

- Committee of the Whole
- Board Meeting
- Superintendent Public Speaking
- School Fees Review/Update
- Budget Guidelines Review
- Try-a-Trade
- Ward Review
- Annual Board Self Evaluation
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23-052 **BLOCK: Moves that the meeting adjourn.**
 CARRIED UNANIMOUSLY

Time: 8:37pm hours (20:37PM)

Board Chair

Recording Secretary