

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, February 19, 2025

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, February 19, 2025.

PRESENT:

Chair: Stephanie Spornitz (Acting)

Trustees: Jim King, Arthur Block, Stephanie Cooper, David Bensmiller (online)

Administration: Michelle Webb, Superintendent, Peter Neale, Secretary Treasurer, Assistant Superintendent Camille Quinton, Assistant Superintendent James Trodden and Recording Secretary Faye Dunne

Absent: Darla Yonkman, Kara Jackson, Tanya Ford

A. CALL TO ORDER:

Superintendent Webb called the meeting to order at 9:30 A.M. and asked for a volunteer or nominee to chair the meeting.

25-014 KING: Moves that the Trustee Spornitz Chair be the acting chair for the meeting.

CARRIED UNANIMOUSLY

Trustee Spornitz accepted the nomination and began to chair the meeting.

B. APPROVAL OF AGENDA:

Acting Chair Spornitz asked for any emergent additions to the agenda.

2. Secretary Treasurer Report

- Budget Update

Acting Chair Spornitz shared a Treaty Acknowledgement.

25-015 COOPER: Moves that the agenda be approved as amended.

CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

25-016 BLOCK: That the Minutes of the Regular Meeting held January 15, 2025, be accepted as presented.

CARRIED UNANIMOUSLY

D. Petitions and Delegations

- none

E. IN-CAMERA:

25-017 KING: That the meeting move In-Camera at 9:36 AM.

CARRIED UNANIMOUSLY

E. IN-CAMERA Cont.:

Secretary Neale, Assistant Superintendents Quinton and Trodden and Recording Secretary Dunne were in attendance.

25-018 COOPER: That the meeting come out of In-Camera at 9:51 A.M. CARRIED UNANIMOUSLY

F. SUPERINTENDENT REPORTS:

- Leadership Highlights and Celebrations
- Council of School Councils
- Enrolment Reports
- Staffing Report
- Edwin Parr Selection Committee

- Leadership Highlights and Celebrations

The Superintendent shared the leadership highlights, including an update on Bill 27 implementation and future administrative procedure amendments, and school celebrations with the Board.

Trustees are invited to attend the morning session of the Learning Day with Dr. Greg Wells on March 14, 2025.

- Council of School Councils

The Board shared their thoughts on the next Council of School Councils meeting. The Board was in favor of holding the next session at JR Robson on March 31st. The meeting will be 6:30pm to 8:30pm.

- Enrolment Reports

The information was shared with the Board.

- Staffing Report

Assistant Superintendent Quinton provided an overview of staffing in the division.

- Edwin Parr Selection Committee

25-019 COOPER: THAT the Board support Trustees COOPER and SPORNITZ to form the Edwin Parr Selection Committee. CARRIED UNANIMOUSLY

2. Secretary Treasurer Report:

- Accounts Payable:
 - o Cheque Lists Dated: January 15, 30, February 14, 2025
 - o Automated Payments Dated: January 15, 24, 30, February 14, 2025
 - o Manual Cheques Issued Dated: January 10, to February 10, 2025
- January 31, 2024 Cash Flow Statement
- Budget Update

2. Secretary Treasurer Report Cont.:

- Accounts Payable:
 - o Cheque Lists Dated: December 23, 2024
 - o Automated Payments Dated: December 20, 23, 27, 2024
 - o Manual Cheques Issued Dated: December 9, 2024 to January 2, 2025

The Board had an opportunity to ask any questions regarding the accounts payable information that was presented.

25-020 COOPER: Moves that the accounts payable cheque lists for the period ending February 14, 2025 beginning and ending with cheques #139027 to #139205 and automated payments for the period ending February 14, beginning, and ending with #800027207 to #800027463 and manual cheques issued #700001778 to #700001800 be received for information.

CARRIED UNANIMOUSLY

- January 31, 2025 Cash Flow Statement

25-021 BLOCK: Moves that the Board accept the January 31, 2025 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

- Budget Update

Secretary Treasurer Neale provided a budget update to the projected (spring) budget and reviewed it with the Board. He shared the information is based on projections. He shared potential budget impacts on schools for the next school year based on assumptions.

G. COMMITTEE REPORTS

- Joint Transportation Committee
 - o Joint Transportation Committee Meeting Minutes; January 24, 2025
- Policy Committee
 - o Policy Committee Meeting Minutes; February 4, 2025
 - o The Policy Committee Recommends that the Board Accept 210BP Student Admission as Reviewed.
 - o The Policy Committee Recommends that the Board Accept 202BP Student Rights and Responsibilities as Reviewed.
 - o The Policy Committee Recommends that the Board Accept 203BP Student Welfare as Reviewed.
 - o The Policy Committee Recommends that the Board Accept 204BP School Health and Wellness as Reviewed.
 - o The Policy Committee Recommends that the Board Receive the Following Administrative Procedures as Amended for Information;
 - 303-304.1AP Use of Division and Personal Technology

- Policy Committee Cont.
 - 400.2AP Conflict of Interest and Fraud Prevention
 - 401.3AP Public Interest Disclosure
 - 402.1AP Nepotism Avoidance
 - 402.7AP Transfer of Professional Staff

- Joint Transportation Committee

- o Joint Transportation Committee Meeting Minutes; January 24, 2025

25-022 BLOCK: THAT the Board receive the January 24, 2025 Joint Transportation Committee meeting minutes for information.
CARRIED UNANIMOUSLY

- Policy Committee

- o Policy Committee Meeting Minutes; February 4, 2025

25-023 SPORNITZ: THAT the Board receive the February 4, 2025 Policy Committee meeting minutes for information.
CARRIED UNANIMOUSLY

- o The Policy Committee Recommends that the Board Accept 201BP Student Admission as Reviewed.
- o The Policy Committee Recommends that the Board Accept 202BP Student Rights and Responsibilities as Reviewed.
- o The Policy Committee Recommends that the Board Accept 203BP Student Welfare as Reviewed.
- o The Policy Committee Recommends that the Board Accept 204BP School Health and Wellness as Reviewed.

25-024 KING: "THAT the Board of Trustees hereby accepts as information from the Policy Committee the following policies were reviewed on February 4, 2025 in accordance with Policy 103 "Policy and Bylaw Development" and no changes are proposed:

- 201BP Student Admission
- 202BP Student Rights and Responsibilities
- 203BP Student Welfare
- 204BP School Health and Wellness

CARRIED UNANIMOUSLY

- o The Policy Committee Recommends that the Board Receive the Following Administrative Procedures as Amended for Information;

- 303-304.1AP Use of Division and Personal Technology

25-025 BLOCK: THAT the Board receive 303-304.1AP, Use of Division and Personal Technology, as amended, for information.

CARRIED UNANIMOUSLY

- Policy Committee Cont.

- 400.2AP Conflict of Interest and Fraud Prevention

25-026 **KING: THAT the Board receive 400.2AP, Conflict of Interest and Fraud Prevention, as amended, for information.**

CARRIED UNANIMOUSLY

- 401.3AP Public Interest Disclosure

25-027 **SPORNITZ: THAT the Board receive 401.3AP, Public Interest Disclosure, as amended, for information.**

CARRIED UNANIMOUSLY

- 402.1AP Nepotism Avoidance

25-028 **BLOCK: THAT the Board receive 402.1AP, Nepotism Avoidance, as amended, for information.**

CARRIED UNANIMOUSLY

- 402.7AP Transfer of Professional Staff

Superintendent Webb reviewed the amendments with the Board.

25-029 **KING: THAT the Board receive 402.7AP, Transfer of Professional Staff, as amended, for information.**

CARRIED UNANIMOUSLY

H. Business Arising from Minutes:

- none

I. NEW BUSINESS:

- Marwayne Jubilee School Letter re; Endorsement for CVR Cash in Lieu Funds

25-030 **BENSMILLER: That the Board of Trustees of Buffalo Trail Public Schools endorses the application of Marwayne Jubilee Schools for cash in lieu of reserve funds in the amount of \$5000.00 to support the use of resources for the Lexia reading program as well as drama resources.**

CARRIED UNANIMOUSLY

J. TRUSTEE REPORTS:

- ASBA - Trustee Spornitz shared that ASBA will have a meeting with school boards after the budget announcement. At the last zone meeting ASBA presented their sustainability report, budget and 6 areas of focus for this year. Reserve considerations were reviewed with the budget. She shared that Edwin Parr awards have been expanded for metro boards as they have many more new teachers than other school boards.

J. TRUSTEE REPORTS Cont.:

- o Email re; Upcoming ASBA Advocacy Sessions and Engagements

The information was shared with the Board.

- PSBAA/PSBC - Trustee Cooper shared information from the PSBC meeting. The professional development information was sent to trustees. She reviewed highlights of several sessions with the Board. PSBAA has heard concerns from boards regarding Bill 13. The ATA resolutions were reviewed. She shared that boards should continue to promote the Promote, Elevate, Protect (PEP) program.
- Other Workshops - Trustee Spornitz shared information regarding other ASBA sessions she attended. The information is on the ASBA member website.
- RCASB - Trustee King shared that the next meeting is March 2nd, 2025 before the Alberta Rural Education Symposium.
- TEBA - There was no update.

Student Engagement - Alternative Learning

Acting Chair Spornitz welcomed students from the BTPS Learning Hub to the student engagement and there was a round of introductions. Students provided their insight on the following questions 1) Can you share why the Learning Hub is a supportive environment for you? 2) If you were to explain to other students how the Learning Hub is a great place to learn, what would you say? The students representing grades 10 and 11 shared they like the ability to learn at your own pace and get one on one help when needed. The environment is comfortable, and teachers are helpful. They shared if you are motivated to work on your own its very rewarding to see how your hard work pays off. They agreed that it is great to have this resource in our division. The Board had an opportunity for questions.

The Board thanked the students for their participation and for taking time to meet and share their thoughts.

J. TRUSTEE REPORTS Cont.:

Trustee Bensmiller left the meeting at 11:55AM.

- RCASB Cont.: The Board completed the Rural Caucus of Alberta School Boards survey.

K. INFORMATION ITEMS:

Acting Chair Spornitz reviewed information items with the Board.

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L. COMMUNICATION STRATEGY:

- Council of School Councils - March 31st, 2025
- ASBA Edwin Parr Awards
- Board Policy Review
- Student Engagement
- Stakeholder Engagements
- Land Title Change for Replacement School
- Playground Funding - Wainwright Elementary School
- Alberta Rural Education Symposium

AGENDA Items for Next Meeting

- None

25-031 KING: Moves that the meeting adjourn.
CARRIED UNANIMOUSLY

Time: 12:28 P.M. hours (12:28PM)

Board Chair

Recording Secretary