

**BUFFALO TRAIL PUBLIC SCHOOLS**

Wednesday, March 19, 2025

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

**PRESENT:**

Chair: Kara Jackson

Trustees: Stephanie Spornitz, Jim King, Arthur Block, Tanya Ford

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

Absent: Darla Yonkman, David Bensmiller, Stephanie Cooper

**A. CALL TO ORDER:**

Chair Jackson called the meeting to order at 9:27 A.M. and shared a Treaty Acknowledgement.

**B. APPROVAL OF AGENDA:**

Chair Jackson asked for any emergent additions to the agenda.

- None

25-032      **BLOCK: Moves that the agenda be approved as presented.**  
CARRIED UNANIMOUSLY

**C. MINUTES OF THE REGULAR MEETING**

25-033      **SPORNITZ: That the Minutes of the Regular Meeting held February 19, 2025, be accepted as presented.**  
CARRIED UNANIMOUSLY

**D. Petitions and Delegations**

- none

**E. IN-CAMERA:**

25-034      **KING: That the meeting move In-Camera at 9:28 AM.**  
CARRIED UNANIMOUSLY

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

25-035      **FORD: That the meeting come out of In-Camera at 9:51 A.M.**  
CARRIED UNANIMOUSLY

**F. SUPERINTENDENT REPORTS:**

- Leadership Highlights and Celebrations
- Edwin Parr Selection

- Leadership Highlights and Celebrations

The Superintendent shared the leadership highlights from the Alberta Rural Education Symposium and BTPS Learning Day with guest speaker Greg Wells. She highlighted the upcoming CASS Annual Learning Conference, Council of School Councils, and the Superintendent's Public Speaking Competition. She shared celebration information from Marwayne Jubilee, Wainwright High, Provost, Kitscoty High, Irma and E.H. Walter schools this month.

- Edwin Parr Selection

25-036      **SPORNITZ: "THAT the Board accept the Edwin Parr Selection Committee's recommendation to nominate Morgan Jarvie from Edgerton Public School for the Alberta School Board Associations' Edwin Parr Award."**  
**CARRIED UNANIMOUSLY**

**2. Secretary Treasurer Report:**

- Capital Plan Approval and Submission
- Budget Update
- 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
- February 28, 2025 Cash Flow Statement
- Capital Plan Approval and Submission

Facilities Director Huxley joined the meeting at 10:01AM. There was a generative discussion regarding the Capital Plan process and priorities.

25-037      **FORD: "That the Board of Trustees of Buffalo Trail Public Schools hereby approves the Three-Year Capital Plan priorities for 2026-2029 as follows:  
Priority 1: Amisk and Hughenden School Replacement  
Priority 2: Irma Classroom Expansion  
Priority 3: Provost Replacement School  
Priority 4: Value-Scoping: North-East (Blackfoot; Kitscoty)  
Priority 5: Value-Scoping and/or modernization: Vermilion (Vermilion Elementary; JR Robson)  
Priority 6: Value Scoping: Central-East (Chauvin; Edgerton)  
AND FURTHERMORE, requests the final submission to be provided to the Board of Trustees as information when completed."**

**CARRIED UNANIMOUSLY**

- Budget Update

Secretary Treasurer Neale shared that the budget information is not yet available from the government. He also shared that there was a positive meeting with the leadership group for understanding of potential impacts of the budget.

**25-038 KING: "THAT the Board of Trustees hereby establishes a Regular Board Meeting for April 2, 2025 at 9:30AM, located at the Central Services building in Wainwright or to be held as a virtual meeting as determined by the Board Chair."**

**CARRIED UNANIMOUSLY**

- Accounts Payable:
  - o Cheque Lists Dated: February 28, March 14, 2025
  - o Automated Payments Dated: February 21, 25, 26, 28, March 14, 2025
  - o Manual Cheques Issued Dated: February 18 to March 10, 2025

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

**25-039 SPORNITZ: Moves that the accounts payable cheque lists for the period ending March 14, 2025 beginning and ending with cheques #139206 to #139297 and automated payments for the period ending March 14, beginning, and ending with #800027464 to #800027650 and manual cheques issued #700001801 to #700001816 be received for information.**

**CARRIED UNANIMOUSLY**

- February 28, 2025 Cash Flow Statement

**25-040 BLOCK: Moves that the Board accept the February 28, 2025 Cash Flow Statement for information.**

**CARRIED UNANIMOUSLY**

**G. COMMITTEE REPORTS**

- AD HOC Committee
- School Success Collaboration/Value Scoping Participants Final Meeting Update
  - o Letter from Amisk Parent Advisory Council re; Advocacy for Capital Planning
    - Policy Committee
  - o Policy Committee Meeting Minutes; March 10, 2025
  - o The Policy Committee recommends that the Board Accept the following policies as reviewed;
    - 301BP Assessment Evaluation
    - 302BP Programming
    - 303BP Use of Division-Owned Technology
    - 304BP Personal Electronic Devices
    - 305BP Learning Resources
  - o The Policy Committee recommends that the Board Receive the following Administrative Procedures as amended for information;
    - 301.1AP Outcomes-Based Grading and Reporting
    - 302.8AP Field Trips & Excursions

- Policy Committee Cont.:

- o The Policy Committee recommends that the Board receive the following Board Policy and Administrative Procedure for its annual compliance review;
  - 901BP Welcoming, Caring,
  - 202.7AP Student Code of Conduct

- AD HOC Committee

Trustee Spornitz told the Board that this was a good introductory meeting with the Town of Wainwright representatives for information sharing.

- School Success Collaboration/Value Scoping  
Participants Final Meeting Update

The information was shared with the Board. The wrap up meeting with the participants was well received.

- o Letter from Amisk Parent Advisory Council re;  
Advocacy for Capital Planning

The information was shared with the Board.

- Policy Committee

- o Policy Committee Meeting Minutes; March 10, 2025

**25-041                    SPORNITZ: THAT the Board receive the March 10, 2025  
Policy Committee meeting minutes for information.  
CARRIED UNANIMOUSLY**

- o The Policy Committee Recommends that the Board Accept 201BP the following Board Policies as reviewed;
  - 301BP Assessment Evaluation
  - 302BP Programming
  - 303BP Use of Division-Owned Technology
  - 304BP Personal Electronic Devices
  - 305BP Learning Resources

**25-042                    BLOCK:"THAT the Board of Trustees hereby accepts as  
information from the Policy Committee the following  
policies were reviewed on March 10, 2025 in accordance  
with Policy 103 "Policy and Bylaw Development" and no  
changes are proposed:**

- 301BP Assessment Evaluation**
- 302BP Programming**
- 303BP Use of Division-Owned Technology**
- 304BP Personal Electronic Devices**
- 305BP Learning Resources**

**CARRIED UNANIMOUSLY**

- o The Policy Committee Recommends that the Board Receive the Following Administrative Procedures as Amended for Information;
  - 301.1AP Outcomes-Based Grading and Reporting
  - 302.8AP Field Trips & Excursions

- Policy Committee Cont.:

25-043        **JACKSON: THAT the Board receive 301.1AP Outcomes-Based Grading and Reporting, now called Assessment and Reporting, as amended, including removal of Exhibits 2, 3, 4, 5, 6, 7, 8, and 10 for information.**

**CARRIED UNANIMOUSLY**

- 302.8AP Field Trips and Excursions

25-044        **KING: THAT the Board receive 302.8AP, Field Trips and Excursions, as amended, for information.**

**CARRIED UNANIMOUSLY**

- o The Policy Committee recommends that the Board receive the following Board Policy and Administrative Procedure for its annual compliance review;
  - 901BP Welcoming, Caring, Respectful and Safe Workplace & Learning Environment
  - 202.7AP Student Code of Conduct

25-045        **BLOCK: THAT the Board accept 901BP, Welcoming, Caring, Respectful and Safe Workplace & Learning Environment and 202.7AP Student Code of Conduct as reviewed.**

**CARRIED UNANIMOUSLY**

**H. Business Arising from Minutes:**

- none

**I. NEW BUSINESS:**

- Advocacy Request from Pediatric Physicians to Restore Program Unit Funding (PUF)
- CVR Joint Use and Planning Agreement (JUPA)
- CSBA Congress 2025

- Advocacy Request from Pediatric Physicians to Restore Program Unit Funding (PUF)

25-046        **FORD: That the Board of Trustees of Buffalo Trail Public Schools support the advocacy request letter from Pediatric Physicians to the Minister of Education to support the restoration of Program Unit Funding (PUF) to school authorities.**

**CARRIED UNANIMOUSLY**

- CVR Joint Use and Planning Agreement (JUPA)

The information will come forward to the April Board meeting.

- CSBA Congress 2025

25-047        **BLOCK: That the Board support Trustee King to attend the Canadian School Board Association (CSBA) Congress 2025.**

**CARRIED UNANIMOUSLY**

**J. TRUSTEE REPORTS:**

- ASBA - Trustee Spornitz shared that information was sent out to representatives on the federal advocacy action items. She also shared deadlines for Edwin Parr nominees, emergent position statements and the Real Property Governance Act survey. Chair Jackson will attend a session on bargaining.
- PSBAA/PSBC - No report.
- RCASB - Trustee King gave the Board an update on the topics covered at the RCASB meeting. The 'world café' sessions included classroom complexity, mental health, student groups, youth councils, leadership opportunities for students, triple grading, common challenges accessing support services, funding, and retention, transportation, and ride times. Advocacy topics were building relationships with MLAs and school councils.
- TEBA - There was no update.
- ARES - It was shared that while there were some interesting sessions, there seemed to be a lack of a rural component this year.

Secretary Treasurer Neale left the meeting at 11:11AM

Student Engagement - Community Connections

Chair Jackson welcomed students from Irma, Wainwright Elementary and Wainwright High schools to the student engagement and there was a round of introductions. Students were asked the following questions 1) What are some ways your school connects to their community? 2) What do you enjoy the most about living in rural Alberta? 3) How do you wish you could get involved in the community? The students representing elementary to high school provided their thoughts on each question. Each school shared numerous examples of community connection and the positive aspects of living in rural Alberta. The students were very thoughtful about their wishes for the future that included various volunteer suggestions and building deeper relationships with younger students and seniors and overall citizenship. 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.

**K. INFORMATION ITEMS:**

Chair Jackson reviewed information items with the Board.

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meeting of The Board of Trustees of Buffalo Trail  
Public Schools

**L. COMMUNICATION STRATEGY:**

- Edwin Parr Nominee
- Student Engagement
- Capital Plan Approval and Submission
- Advocacy for PUF Funding Support
- Policy Review and Updates
- Canadian School Board Association Congress Representative

AGENDA Items for Next Meeting

- None

**25-048 KING: Moves that the meeting adjourn.**  
**CARRIED UNANIMOUSLY**

Time: 11:43 P.M. hours (11:43 AM)

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Board Chair

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Recording Secretary