

BUFFALO TRAIL PUBLIC SCHOOLS

Thursday, May 29, 2025

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Thursday, May 29, 2025.

PRESENT :

Chair: Kara Jackson

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

Administration: Michelle Webb, Superintendent, Peter Neale, Secretary Treasurer, and Recording Secretary Faye Dunne

Absent: Darla Yonkman, David Bensmiller

A. CALL TO ORDER:

Chair Jackson called the meeting to order at 9:33 A.M. and shared a Treaty Acknowledgement Video from The BTPS Hub.

B. APPROVAL OF AGENDA:

Chair Jackson asked for any emergent additions to the agenda.

- No Student Engagement today.

25-083 KING: Moves that the agenda be approved as presented.
CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

25-084 COOPER: That the Minutes of the Regular Meeting held April 16, 2025, be accepted as presented.
CARRIED UNANIMOUSLY

25-085 COOPER: That the Minutes of the Special Meeting held May 5, 2025, be accepted as amended.

CARRIED UNANIMOUSLY

Director Huxley joined the meeting 9:37AM

D. Petitions and Delegations

- Edgerton Parent Advocacy for Community Enrichment

The Board welcomed Kaylan White, Mayor and Sandy Machado, School Council Representative from The Village of Edgerton there was a round of introductions. The group shared a PowerPoint presentation with information regarding their advocacy to formally request the industrial arts room in the school for community use purposes. There was an opportunity for questions for clarity. The Board Chair thanked the representatives for coming in to make their request.

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Director Huxley left the meeting 9:55AM

E. IN-CAMERA:

**25-086 COOPER: That the meeting move In-Camera at 9:55 AM.
CARRIED UNANIMOUSLY**

Recording Secretary Dunne was in attendance.
Director Rapson joined the meeting at 9:58AM.
Superintendent Webb Left the meeting at 10:15AM and returned at 10:17AM
Director Rapson left the meeting at 10:38AM
Recording Secretary Dunne left the meeting at 10:44 AM

**25-087 FORD: That the meeting come out of in-camera at 10:52AM.
CARRIED UNANIMOUSLY**

25-088 FORD: That the meeting move In-Camera at 11:06 AM.

Assistant Superintendent Quinton and Recording Secretary Dunne joined the meeting at 11:06 AM
Assistant Superintendent Quinton and Recording Secretary Dunne left the meeting at 11:25 AM
Secretary Treasurer Neale joined the meeting at 11:27AM

**25-089 BLOCK: That the meeting come out of In-Camera at 11:33 A.M.
CARRIED UNANIMOUSLY**

Assistant Superintendents Quinton and Trodden and Recording Secretary Dunne joined the meeting at 11:34AM.

F. SUPERINTENDENT REPORTS:

- Leadership Highlights and Celebrations
- Education Plan Approval
- Locally Developed Courses

- Leadership Highlights and Celebrations

The Superintendent shared the leadership and celebration information that included; a recap of the Superintendent's Public Speaking winners, BTPS representation at the CASS First Nations, Metis & Inuit Education Gathering, the work on collaborative focus meetings with leadership, ongoing graduations, Try-a-Trade, Grade 9 Lakeland Tour, Brad Pylypow received the 2025 ASAA Most Sportsmanlike Coach Award and Ryan Duffet's certification through the Canadian Interscholastic Athletic Administrators Association, Irma student Schulich Leader Scholarship recipient, ASAA badminton provincial success, WHS curling sportsmanship award, JR Robson art student success locally and provincially, Marwayne and Kitscoty High students were recipients of the Cadet Audet Scholarship Amisk School Basket of Greatness and, E.H. Walter and Provost schools were recognized by the Terry Fox Foundation for Outstanding Participation.

F. SUPERINTENDENT REPORTS Cont.:

- Education Plan Approval

25-090 FORD: That the Buffalo Trail Public Schools Board of Trustees approve the updated 2023-2027 Education Plan, Year Three for submission to Alberta Education.

CARRIED UNANIMOUSLY

- Locally Developed Courses

25-091 SPORNITZ: That the Board approve the following list of locally developed courses to be taught in BTPS Schools for the 2025-2026 school year;

- Forensic Studies 25 - 3 credits
- Forensic Studies 35 - 3 credits
- Forensic Studies 35 - 5 credits
- Mental Health Literacy 15 - 3 credits
- Academic Achievement Through English Language Acquisition 15 Beginner - 3 credits
- Academic Achievement Through English Language Acquisition 15 - Beginner - 5 credits
- Academic Achievement Through English Language Acquisition 15 - Intermediate - 3 credits
- Academic Achievement Through English Language Acquisition 15 - Intermediate - 5 credits
- Academic Achievement Through English Language Development 35-3 credits
- Academic Achievement Through English Language Development 35-5 credits
- Reading Foundations A15 - 3 credits
- Reading Foundations A15 - 5 credits
- Reading Foundations B15 - 3 credits
- Reading Foundations B15 - 5 credits

CARRIED UNANIMOUSLY

Assistant Superintendents Trodden and Quinton left the meeting at 11:43AM.

2. Secretary Treasurer Report:

- Accounts Payable:
 - o Cheque Lists Dated: April 15, 30, May 15, 2025
 - o Automated Payments Dated: April 3, 15, 17, 25, 30, May 1, 9, 15, 23, 26, 2025
 - o Manual Cheques Issued Dated: April 10 to May 21, 2025
- April 30, 2025 Cash Flow Statement
- Budget Submission 2025-2026 Approval
- Accounts Payable:
 - o Cheque Lists Dated: April 15, 30, May 15, 2025
 - o Automated Payments Dated: April 3, 15, 17, 25, 30, May 1, 9, 15, 23, 26, 2025
 - o Manual Cheques Issued Dated: April 10 to May 21, 2025

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

Secretary Treasurer Report Cont.:

- 25-092 **BLOCK: Moves that the accounts payable cheque lists for the period ending May 15, 2025 beginning and ending with cheques #139343 to #139524 and automated payments for the period ending May 26, 2025, beginning, and ending with #800027749 to #800028093 and manual cheques issued #700001833 to #700001855 be received for information.**

CARRIED UNANIMOUSLY

- April 30, 2025 Cash Flow Statement

- 25-093 **KING: Moves that the Board accept the April 30, 2025 Cash Flow Statement for information.**

CARRIED UNANIMOUSLY

- Budget Submission 2025-2026 Approval

Secretary Treasurer Neale reviewed the consultative process that took place to present this budget.

- 25-094 **COOPER: That the Board of Trustees hereby approves the PROJECTED schedule of financial reserves for the beginning reserve balances and use of reserves for the 2025-2026 PROJECTED (Spring) Budget.**

CARRIED UNANIMOUSLY

- 25-095 **COOPER: That the Board of Trustees hereby approves the 2025-2026 PROJECTED (Spring) Budget as presented.**

CARRIED UNANIMOUSLY

I. NEW BUSINESS:

- Letter from Mayor Bell, Village of Kitscoty

The Board is in favor of inviting all of the jurisdictions Mayors and Reeves to a meeting after the election.

- 25-096 **FORD: That the Board of Trustees receive the letter from the Village of Kitscoty as information.**

CARRIED UNANIMOUSLY

J. TRUSTEE REPORTS:

- PSBAA/PSBC - no report
- RCASB - Trustee King and Superintendent Webb will attend the meeting on June 1, 2025.
- TEBA - Trustee Ford shared that the ATA is organizing a strike authorization vote. All bargaining is at the provincial table.
- ASBA - Trustee Spornitz shared a recap of the Zone 2/3 meeting that included the Real Property Governance session update, ASBA executive ongoing meetings with Ministers, GOOGLE Canada offering an AI learning investment, ongoing discussions on charter schools, Bill 46 PD sessions can be found on the ASBA Learn site and the Zone 2/3 approved meeting schedule for 2025-2026.

25-097 BLOCK: That the board meeting recess for lunch at 12:06PM.

CARRIED UNANIMOUSLY

The meeting reconvened at 1:05 PM in the boardroom with all Trustees present.

Superintendent Webb, Secretary Treasurer Neale, and Recording Secretary Dunne were in attendance.

Superintendent Webb shared BTPS was successful in receiving a grant for its collegiate application.

G. COMMITTEE REPORTS

- o Policy Committee Meeting Minutes; May 12, 2025

25-098 KING: THAT the Board receive the May 12, 2025 Policy Committee meeting minutes for information.

CARRIED UNANIMOUSLY

- o The Policy Committee recommends that the Board Accept the following policies as reviewed;
 - 402BP, Employee Relations
 - 403BP, Board Recognition of Achievement
 - 501BP, Freedom of Information & Protection of Privacy (FOIPP)
 - 502BP, Media & Public Relations
 - 503BP, Community Use of Schools
 - 504BP, Complaints About Learning Resources
 - 505BP Complaints About Jurisdictional Personnel
 - 507BP, Business Partnerships

25-099 FORD: THAT the Board of Trustees hereby accepts as information from the Policy Committee the following policies were reviewed on May 12, 2025 in accordance with Policy 103 "Policy and Bylaw Development" and no changes are proposed:

- 402BP, Employee Relations
- 403BP, Board Recognition of Achievement
- 501BP, Freedom of Information & Protection of Privacy (FOIPP)
- 502BP, Media & Public Relations
- 503BP, Community Use of Schools
- 504BP, Complaints About Learning Resources
- 505BP Complaints About Jurisdictional Personnel
- 507BP, Business Partnerships

CARRIED UNANIMOUSLY

- o Policies with Amendments; May be Approved as Technical Amendments by Motion of the Board
 - 506BP School Councils
 - 701BP School Transportation Services

25-100 BLOCK: THAT the Board accept 506BP, School Councils for technical amendments as reviewed and amended at the Policy Committee meeting.

CARRIED UNANIMOUSLY

Policy Cont.:

- 25-101 JACKSON: THAT the Board receive 701BP, School Transportation Services for technical amendments as reviewed and amended at the Policy Committee Meeting.
CARRIED UNANIMOUSLY

- o The Policy Committee Recommends to Receive the Following Administrative Procedures for Information

- 402.7AP Transfer of Professional Staff

- 25-102 JACKSON: THAT the Board receive 402.7AP, Transfer of Professional Staff, as amended, for information.
CARRIED UNANIMOUSLY

- 402.14AP Professional Improvement Leave

- 25-103 KING: THAT the Board receive 402.14AP, Professional Improvement Leave, as amended, for information.
CARRIED UNANIMOUSLY

- 402.16AP Professional Staff Deployment

- 25-104 FORD: THAT the Board receive 402.16AP, Professional Staff Deployment, as amended, for information.
CARRIED UNANIMOUSLY

- 503.2AP Facility User Fee for Private Program

- 25-105 SPORNTIZ: THAT the Board receive 503.2AP, Facility User Fee Private Programs, as amended to include a 10% fee increase, for information beginning the 2025-2026 school year.

CARRIED UNANIMOUSLY

- 302.11AP Support for Student Organizations

- 25-106 BLOCK: THAT the Board receive 302.11AP, Support for Student Organizations, as amended, for information.
CARRIED UNANIMOUSLY

- 601.1AP Exhibit 1 Budget Guidelines 2025-2026

- 25-107 FORD: THAT the Board receive 601.1AP, Exhibit 1, Budget Guidelines 2025-2026, as amended, for information.
CARRIED UNANIMOUSLY

- o The Policy Committee Accepts the Superintendent's Recommendation to Rescind the Following Administrative Procedure as per Review;

- 402.8AP Teacher Preparation Time

- 25-108 SPORNITZ: THAT the Board receive the Superintendent's recommendation to rescind 402.8AP, Teacher Preparation Time for information.

CARRIED UNANIMOUSLY

- o The Policy Committee Recommends to Receive the following Transportation Administrative Procedures as Reviewed at the Policy Committee Meeting.

Policy Cont.:

- 701.1AP Student Conduct Discipline on Buses
- 701.2AP Payride Busing
- 701.4AP Student Transportation for Curricular or Extra Curricular Trips
- 701.6AP Bus Driver Qualifications
- 701.7AP Transportation Roles and Responsibilities
- 701.8AP Boundary Exemption Resident Students
- 701.8.1AP Cross-jurisdictional Non-Resident Boundary Exemption Requests
- 701.10AP - Safety
- 701.11AP Jurisdictional Bus Cancellations
- 701.12AP Bus Contractor-Driver Based Cancellations
- 701.14AP Route Planning
- 701.16AP Accident Protocol and Reporting
- 701.19AP School Bus Operator's Children on School Buses
- 701.20AP Transporting Students for Hire
- 701.21AP Transportation to Caregivers Residence
- 701.22AP Designated Means of Student Transportation
- 701.23AP Transportation of Students with Diverse Learning
- 701.23AP Exhibit 2 Transportation Application Form
- 701.24AP Paid Yard Service

25-109 **JACKSON: THAT the Board receive the Transportation Administrative Procedures as amended and reviewed at the Policy Committee meeting, for information.**
CARRIED UNANIMOUSLY

J. TRUSTEE REPORTS Cont.:

ASBA SGM BULLETIN - Trustee Spornitz lead the Board through a review of the ASBA Policy Position Statements for feedback and guidance ahead of the voting at the ASBA SGM.

K. INFORMATION ITEMS:

Chair Jackson reviewed the information items with the Board.

Superintendent Webb thanked the Board for attending the groundbreaking ceremony for Wainwright Elementary School on May 26th. She advised the Board that the advertisement for a Secretary Treasurer has been sent out.

3. Transportation:

- Boundary Exemption (BTPS Resident) Requests 2025-2026
- Cross Jurisdictional (non-resident) Boundary Exemption Requests 2025-2026

3. Transportation Cont.:

- 25-110 SPORNITZ: That the Board approve the boundary exemption request for applicant #2025-2026-01 for bussing to their school of choice, Mannville, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

Chair Jackson left the meeting and Vice Chair Ford took over Chair at 1:54PM

- 25-111 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-02 for bussing to their school of choice, Mannville, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

- 25-112 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-03 for bussing to their school of choice, Mannville, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

- 25-113 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-04 for bussing to their school of choice, Provost, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

Chair Jackson rejoined the meeting resumed chairing the meeting at 1:55PM.

- 25-114 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-05 for bussing to their school of choice, Holy Rosary, for the 2025-2026 school year.

DEFEATED

- 25-115 BLOCK: That the Board approve the boundary exemption request for applicant #2025-2026-06 for bussing to their school of choice, E.H. Walter, for the 2025-2026 school year.

DEFEATED

- 25-116 BLOCK: That the Board approve the boundary exemption request for applicant #2025-2026-07 for bussing to their school of choice, E.H. Walter, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

- 25-117 SPORNITZ: That the Board approve the boundary exemption request for applicant #2025-2026-08 for bussing to their school of choice, Lloydminster Catholic and Holy Rosary, for the 2025-2026 school year.

DEFEATED

3. Transportation Cont.:

25-118 KING: That the Board approve the boundary exemption request for applicant #2025-2026-09 for bussing to their school of choice, Dewberry, for the 2025-2026 school year.

DEFEATED

25-119 KING: That the Board approve the boundary exemption request for applicant #2025-2026-10 for bussing to their school of choice, Marwayne, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-120 BLOCK: That the Board approve the boundary exemption request for applicant #2025-2026-11 for bussing to their school of choice, St. Jerome's, for the 2025-2026 school year.

DEFEATED

25-121 FORD: That the Board approve the boundary exemption request for applicant #2025-2026-12 for bussing to their school of choice, Vermilion Elementary and JR Robson, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-122 SPORNITZ: That the Board postpone the boundary exemption request for applicant #2025-2026-13 the June 18th Board meeting.

CARRIED UNANIMOUSLY

25-123 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-14 for bussing to their school of choice, Kitscoty Elementary, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-124 BLOCK: That the Board approve the boundary exemption request for applicant #2025-2026-15 for bussing to their school of choice, EH Walter, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-125 SPORNITZ: That the Board approve the boundary exemption request for applicant #2025-2026-16 for bussing to their school of choice, Mannville, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-126 FORD: That the Board approve the boundary exemption request for applicant #2025-2026-17 for bussing to their school of choice, Irma, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-127 SPORNITZ: That the Board approve the boundary exemption request for applicant #2025-2026-18 for bussing to their school of choice, Wainwright Elementary, for the 2025-2026 school year.

DEFEATED

25-128 COOPER: That the Board approve the boundary exemption request for applicant #2025-2026-19 for bussing to their school of choice, Provost, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

3. Transportation Cont.:

25-129 FORD: That the Board approve the boundary exemption request for applicant #2025-2026-20 for bussing to their school of choice, Delnorte, for the 2025-2026 school year.

CARRIED UNANIMOUSLY

25-130 FORD: That the Board of Trustees hereby approves for the provision of transportation services within the Town of Hardisty for residential in-town services (using Pick up points) to Irma School for the 2025-2026 school year.

CARRIED UNANIMOUSLY

H. Business Arising from Minutes:

- none

L. COMMUNICATION STRATEGY:

- Budget Submission 2025-2026 Approval
- Education Plan, Year Three Report Approval
- Superintendent's Celebration Highlights
- Wainwright Elementary Groundbreaking Ceremony
- Locally Developed Course Approval for 2025-2026
- Ongoing Policy Reviews

AGENDA Items for Next Meeting

- None

25-131 KING: Moves that the meeting adjourn.

CARRIED UNANIMOUSLY

Time: 14:05 P.M. hours (2:05 p.m.)

Board Chair

Recording Secretary