

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD OF TRUSTEES REGULAR MEETING ON MAY 25, 2017
AT SUSA CREEK SCHOOL IN GRANDE CACHE, AB.

MEMBERSHIP		
✓	Lois Byers	• Official Trustee
✓	Cathy Wanyandie	• Advisory Committee Member – Susa Creek
✓	Candice Calliou	• Advisory Committee Member – Paddle Prairie
✓	Louis Cardinal	• Advisory Committee Member – Peerless Lake
✓	Robin Guild	• Advisory Committee Member – Wabasca
x	Jesse Lamouche	• Advisory Committee Member – Grouard
✓	Ken Shaw	• Advisory Committee Member – Gift Lake
x	Greg Gauchier	• Advisory Committee Member – Peavine
x	Claris Voyageur	• Advisory Committee Member – ADCS
✓	Gord Atkinson	• Superintendent of Schools
x	Don Tessier	• Area Associate Superintendent
✓	Shelley Willier	• Area Associate Superintendent
✓	Wes Oginski	• Associate Superintendent of Human Resources
✓	Lorraine Cardinal-Roy	• Director of First Nation, Métis & Inuit Learner Success
✓	Trudy Rasmuson	• Secretary-Treasurer
x	Stephanie Sutherland	• Director of Student Services
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary – Finance

CALL TO ORDER

Lois Byers, Official Trustee called the meeting to order at 11:17 a.m.

IN CAMERA SESSION

24323/17

Lois Byers, Official Trustee moved that the meeting go in camera at 11:17 a.m.

CARRIED

REGULAR SESSION

24324/17

Lois Byers, Official Trustee moved that the meeting revert to regular session at 11:49 a.m.

CARRIED

Labour was discussed while in camera.

RECESS

The meeting recessed at 11:49 a.m.
The meeting reconvened at 1:10 p.m.

OPENING PRAYER

The students and staff of Susa Creek School gave the opening prayer and sang O'Canada in Cree.

ADOPT AGENDA	24325/17	Lois Byers, Official Trustee moved that the Board of Trustees adopt the agenda as amended: Add items Establishment of Northland Ward Structure to D: 10 and the following discussion items: Casual wages/School budgets/Capacity Building CARRIED
INTRODUCTIONS		Lois Byers, Official Trustee welcomed guests and introductions were made, the group was informed that the meeting would be broadcast live.
MINUTES APRIL 20, 2017	24326/17	Lois Byers, Official Trustee moved that the Board of Trustees approve the April 20, 2017 Regular Board Meeting minutes as amended. CARRIED
MINUTES MAY 15, 2017	24327/17	Lois Byers, Official Trustee moved that the Board of Trustees approve the May 15, 2017 Special Board Meeting minutes as amended. CARRIED
OLD BUSINESS – BOARD ACTION ITEMS		Executive staff provided verbal updates to the Board on the directives assigned from previous Board meetings. 24328/17 Lois Byers, Official Trustee moved that the Board of Trustees receive as information the action taken by administration with respect to directives given by the Board. CARRIED
DRAFT 2017-2018 BUDGET		Trudy Rasmuson, Secretary-Treasurer presented the draft 2017-2018 budget to the Board. Discussions were had with regard to casual wages, school budgets, block funding and capacity building. 24329/17 Lois Byers, Official Trustee moved that the Board of Trustees accept the draft 2017-2018 budget as attached for information. CARRIED

TRANSFER OF
HOUSING UNITS
115 AND 117 TO
GIFT LAKE METIS
SETTLEMENT

Secretary-Treasurer Rasmuson clarified that the request to transfer the two (2) housing units came from the Metis Settlement office. These units are surplus to the division and are located on the settlement land.

24330/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the transfer of two (2) housing units, #115 and #117 to the Gift Lake Metis Settlement.

CARRIED

GRANDE
YELLOWHEAD
TRANSPORTATION
AGREEMENT

Superintendent Atkinson reviewed background on the transportation agreement that is currently under review.

24331/17 Lois Byers, Official Trustee moved that the Board of Trustees approve in principle, entering into a transportation agreement with Grande Yellowhead Public School Division No. 77.

CARRIED

DISPOSAL OF
VEHICLE UNITS
#605, #615, #645
& #665

24332/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the disposal of vehicle units #605, #615, #645 & #665 and request that these vehicles be put up for tender as per Procedure 516, Disposal of Divisional Property.

CARRIED

GROUARD
NORTHLAND
SCHOOL JUNIOR
HIGH PROGRAM
TRANSPORTATION
PILOT
CONTINUANCE

Superintendent Atkinson discussed the rationale for extending the pilot for another year. Discussions were had in regards to making supportive educational changes in the region.

24333/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the continuation of the pilot program for the junior high program at Grouard Northland School, access to transportation to High Prairie on the Northland bus for junior high students for the 2017-2018 school year; and the school division will conduct a program review by February 2018 of all NSD schools in the High Prairie region.

CARRIED

NEW SCHOOL
BUSES PURCHASE
TENDER
ACCEPTANCES

24334/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the purchase of three (3) new Thomas Built 64 passenger diesel school buses from the Bus Centre, for the purchase price of \$108,810.25 each plus gst.; and one (1) Blue Bird 64 passenger gasoline school bus from Kirkman Bus Sales for the purchase price of \$107,168.40 plus gst, with funds coming from the approved 2016-2017 Transportation Budget.

CARRIED

NORTHLAND
TRANSFER TO
PEMBINA HILLS
REGIONAL
DIVISION NO. 7

Secretary-Treasurer Rasmuson explained the reasons behind the request to transfer this land to Pembina Hills.

24335/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the request from Pembina Hills Regional Division No. 7 to transfer the following lands for school purposes from Northland School Division to Pembina Hills Regional Division No. 7, subject to Minister approval.

63-8-W5: All
63-9-W5: All
63-10-W5: All
63-11-W5: Only Section 11, 12, 13, 14, 23, 24, 25, 26, 35, 36
64-8-W5: All
64-9-W5: All
65-8-W5: All
65-9-W5: All
66-8-W5: All
66-9-W5: All except Section 7, 8, 17, 18, 19, 20, 28, 29, 30, 31, 32, 33
67-8-W5: All
67-9-W5: All except Section 5 & 6
67-10-W5: All except Section 1, 2, 3, 4, 5, 6, 7, 8, 18
67-11-W5: Section E2, E11, 12, 13, E14, E23, 24, 25, E26, E35, 36

CARRIED

SUPERVISOR
DESIGNATION

Associate Superintendent of Human Resources Oginski explained that the current supervisor designation limits NSD's ability to create educationally related designations for central office positions.

24336/17 Lois Byers, Official Trustee moved that the Board of Trustees approve the changes to the proposed Supervisor designation as defined in Appendix 2 Schedule of Rates Version A:

Northland School Division No 61
Appendix 2 Schedule of Rates – Version A

11. Supervisor Designations

With respect to the salary for supervisory staff who require a valid Alberta Teaching Certificate, the following will apply:

- 11.1 Supervisor I: Persons holding the title of Coach or Assistant Supervisor shall be recognized as being at the Supervisor I designation and shall have their salaries based on the Collective Agreement in keeping with the Teacher Salary Qualifications Board statement, plus \$5,000.00. This is a 10 month position.
- 11.2 Supervisor II: Persons holding the title of Supervisor shall be recognized as being at the Supervisor II level and shall have their salaries based on the maximum on the Collective Agreement in keeping with the Teacher Salary Qualifications Board statement, plus \$10,000, plus a \$1,000.00 experience increment per consecutive year of Central Office experience to a maximum of ten (10) years effective August 1, 2010. This is a 12 month position.
- 11.3 Supervisor III: Persons holding the title of Director shall be recognized as being at the Supervisor III designation and shall have their salaries based on the maximum on the Collective Agreement in keeping with the Teacher Salary Qualifications Board statement, plus \$17,000.00 plus a \$1,000.00 experience increment per consecutive year of Central Office experience to a maximum of ten (10) years. This is a 12 month position.

CARRIED

HEALTH SPENDING
ACCOUNT

Associate Superintendent of Human Resources Oginski explained that making this change to the HSA would give the non-teaching staff the same benefits as the certificated staff.

24337/17 Lois Byers, Official Trustee moved that the Board of Trustees approve increasing the amount of the Health Spending Account for non-teaching staff to \$850 per year, effective immediately.

CARRIED

RECESS

The meeting recessed at 2:35 p.m.
The meeting reconvened at 2:47 p.m.

ESTABLISHMENT
OF NORTHLAND
WARD
STRUCTURE

The group discussed the suggested ward structures presented and provided their input into the ward structure that would be adopted.

24338/17 Lois Byers, Official Trustee moved that the Board of Trustees approve establishing the Northland Ward Structure as per the following ward structure with 11 wards.

Ward	Communities	Schools Within Ward	
1	Paddle Prairie Keg River	Paddle Prairie Dr. Mary Jackson	
2	Susa Creek	Susa Creek	
3	Gift Lake Peavine	Whitefish Lake First Nation No.459; Utikoomak Lake No. 155/ 155A/ 155B	Gift Lake Bishop Routhier
4	East Prairie Grouard	Kapawé First Nation and Sucker Creek First Nation; Sucker Creek No. 150A Kapawé First Nation No. 150B/ 150C/ 150D/ 229/ 230	Hillview Grouard Northland
5	Peerless Lake Trout Lake Little Buffalo	Lubicon Lake Band, Peerless Trout First Nation, and Woodland Cree First Nation; Woodland Cree No. 226/ 227/ 228 Lubicon Lake Peerless Trout Indian Reserve No. 238 Peerless Trout First Nation	Peerless Lake Kateri Little Buffalo
6	Desmarais Sandy Lake	Bigstone Cree First Nation Wabasca 166 Wabasca 166A/166D Pelican Settlement	Mistassiniv Career Pathways Pelican Mountain
7	Wabasca Chipewyan Lake	Bigstone Cree First Nation Wabasca 166B/ 166C	St. Theresa Chipewyan Lake
8	Calling Lake	Bigstone Cree First Nation; Jean Baptiste Gambler No. 183	Calling Lake Calling Lake Outreach
9	Fort Chipewyan	Mikesew Cree First Nation and Athabasca Chipewyan First Nation; Old Fort No. 217 Dog Head No. 218 Allison Bay No. 219 Devil's Gate 220 Sandy Point No. 221 Chipewyan No. 201/ 201A/ 201B/ 201C/ 201D/ 201E/ 201F/ 201G	Athabasca Delta Community
10	Anzac Chard Conklin Fort McKay	Chipewyan Prairie First Nation, Fort McKay First Nation, and Fort McMurray No. 468 First Nation; Clearwater No. 175 Gregoire Lake No. 176/ 176A/ 176B Janvier No. 194 Cowper Lake Indian Reserve 194A Winefred Lake Indian Reserve No. 194B	Anzac Bill Woodward Conklin Father R. Perin Fort McKay
11	Elizabeth Fishing Lake		Elizabeth J.F. Dion

CARRIED

POLICY READING
TIMELINE

24339/17 Lois Byers, Official Trustee moved that the Board of Trustees receive as information the Policy Reading Timeline, as attached.

CARRIED

POLICY 8 – BOARD
COMMITTEES

24340/17 Lois Byers, Official Trustee moved that the Board of Trustees approve third and final reading of Policy 8, Board Committees, as attached.

CARRIED

POLICY 9 – BOARD
REPRESENTATIVES

24341/17 Lois Byers, Official Trustee moved that the Board of Trustees approve third and final reading of Policy 9, Board Representatives, as attached.

CARRIED

POLICY 10 –
POLICY MAKING

24342/17 Lois Byers, Official Trustee moved that the Board of Trustees approve third and final reading of Policy 10, Policy Making, as attached.

CARRIED

POLICY 11 –
BOARD
DELEGATION OF
AUTHORITY

24343/17 Lois Byers, Official Trustee moved that the Board of Trustees approve second reading of Policy 11, Board Delegation of Authority, as attached.

CARRIED

POLICY 17 –
STUDENT
TRANSPORTATION
SERVICES

Official Trustee Byers discussed feedback that she received regarding section 5. In some of NSD's communities not providing pickup for students that reside under 2.4 km could be a danger because of animals.

24344/17 Lois Byers, Official Trustee moved that the Board of Trustees approve second reading of Policy 17, Student Transportation Services, as attached, with the following amendments: omit section 6 and change section 2 and 5 to read:

2. The Board supports the use of congregated bus stops to facilitate efficient busing and ride times with consideration given to safety and feasibility of walk distances for age of student.

5. The Board will endeavor to provide transportation for students residing less than 2.4 km from their designated school; and direct administration to send out new changes to stakeholders for feedback.

CARRIED

POLICY 20 –
TEACHER
HOUSING

24345/17 Lois Byers, Official Trustee moved that the Board of Trustees approve second reading of Policy 20, Teacher Housing, as attached.

CARRIED

POLICY 2 – ROLE
OF THE BOARD

Lois Byers, Official Trustee identified the changes to the Policy 2, Role of the Board.

24346/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 2, Role of the Board, as attached; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

POLICY 3 – ROLE
OF A TRUSTEE

Lois Byers, Official Trustee identified the changes to the Policy 3, Role of a Trustee.

24347/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 3, Role of a Trustee, as attached; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

POLICY 4 –
TRUSTEE CODE OF
CONDUCT

Lois Byers, Official Trustee identified the changes to the Policy 4, Trustee Code of Conduct.

24348/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 4, Trustee Code of Conduct, as attached; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

POLICY 5 – ROLE
OF THE BOARD
CHAIR

Lois Byers, Official Trustee identified the changes to the Policy 5, Role of the Board Chair.

24349/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 5, Role of the Board Chair, as attached; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

POLICY 6 – ROLE OF THE BOARD VICE-CHAIR 24350/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 6, Role of the Board Vice-Chair, as attached; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

POLICY 7 – BOARD GOVERNANCE & OPERATIONS 24351/17 Lois Byers, Official Trustee moved that the Board of Trustees approve first reading of Policy 7, Board Governance & Operations, as attached and with the following amendment to section 5.2: Notwithstanding 5.1, Trustees and Superintendent or designate participating in a meeting held by means of a communication facility are deemed to be present at the meeting, provided the trustee or Superintendent or designate are physically present within the boundaries of Alberta or with permission of the Chair if outside the boundaries of Alberta; and direct administration to send out the information to LSBC chairs and principals for feedback.

CARRIED

LSBC MEETING MINUTES RECEIVED 24352/17 Lois Byers, Official Trustee moved that the Board of Trustees receive the Local School Board Committee meeting minutes as information, as listed below:

LSBC NAME	DATE OF MEETING
Conklin	Mar 29, 2017
Fort McKay	May 2, 2017
Gift Lake	May 1, 2017
Grouard	Mar 15, 2017 Apr 26, 2017
Little Buffalo	Mar 14, 2017 Apr 5, 2017
Trout Lake	Mar 9, 2017 May 15, 2017
Wabasca	Apr 11, 2017 May 9, 2017

CARRIED

ADMINISTRATIVE ACTION – CURRENT LSBC MEETING MINUTES RECEIVED 24353/17 Lois Byers, Official Trustee moved that the Board of Trustees approve of the action taken by Administration with respect to Local School Board Committee minutes received, as listed below:

LSBC NAME	DATE OF MEETING	Motion No.	Action Taken
Conklin	Mar 29, 2017		As Presented
Fort McKay	May 2, 2017		As Presented
Gift Lake	May 1, 2017		As Presented
Grouard	Mar 15, 2017		As Presented
	Apr 26, 2017		As Presented
Little Buffalo	Mar 14, 2017		As Presented
	Apr 5, 2017		As Presented
Trout Lake	Mar 9, 2017		As Presented
	May 15, 2017		As Presented
Wabasca	Apr 11, 2017		As Presented
	May 9, 2017		As Presented

CARRIED

SUPERINTENDENT'S REPORT

Superintendent Atkinson presented his report to the Board as information.

24354/17 Lois Byers, Official Trustee moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached.

CARRIED

OFFICIAL TRUSTEE'S REPORT

Official Trustee Byers presented her report to the Board as information. The group reviewed Bill 6 and discussions were had on the expectations of the new board and the functions of the Ward Councils, School Councils and Council of School Councils.

24355/17 Lois Byers, Official Trustee moved that the Board of Trustees accept as information the Chairman's Report as presented and attached.

CARRIED

ADJOURN

The meeting was declared adjourned at 4:07 p.m.

CLOSING PRAYER

Lorraine Cardinal-Roy, Director of First Nation, Metis, Inuit Learner Success, gave the closing prayer.

Lois Byers, Official Trustee

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance