



# NORTHLAND SCHOOL DIVISION

## BOARD MEETING NO. 22-06 MINUTES

Location: Central Office, Peace River  
Via Zoom

Date: Friday, June 17, 2022 Time: 9:00 a.m.

Membership					
✓	Lorraine McGillivray	Trustee Ward 1	✓	Dr. Nancy Spencer-Poitras	Superintendent of Schools
✓	Cathy Wanyandie	Board Vice-Chair Ward 2	✓	Dr. Tim Stensland	Deputy Superintendent
✓	Bonnie Lamouche	Trustee Ward 3	✓	Douglas Aird	Secretary-Treasurer
✓	Jesse Lamouche	Trustee Ward 4	✓	Curtis Walty	Media Relations Manager
x	Skye Durocher	Trustee Ward 5	✓	Murray Marran	Associate Superintendent of Human Resources
✓	Thomas Auger	Trustee Ward 6	✓	Mark Owens	Director of Student Engagement, Attendance & Completion
✓	Robin Guild	Board Chair Ward 7	✓	Cheryl Osmond	Executive Assistant
✓	Loretta Gladue	Trustee Ward 8	x	Scott Meunier	Associate Superintendent
✓	Julia Cardinal	Trustee Ward 9	x	Cal Johnson	Associate Superintendent
✓	Aimee McCamon	Trustee Ward 10	x	Michael Maciach	Director of Technology

### A. CALL TO ORDER

#### 1. Call to Order

Chair Guild called the meeting to order at 9:29 a.m. with a traditional land acknowledgment.

#### 2. Opening Reflection

Trustee B. Lamouche provided the opening prayer, cultural reflection or reflection.

#### 3. Adopt Agenda

MOTION: Trustee Auger moved that the Board of Trustees acknowledge that Trustees have reviewed and approved the agenda with the following additions:

1. Reschedule of the Organizational Meeting
2. 2022-2023 Corporate Board Meeting Schedule
3. New Logo Attire
4. Trustee Disqualification

**25506/22 CARRIED**

#### 4. In Camera Session

Trustee McCamon moved that the meeting go in camera at 9:31 a.m with Administration.



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Mark Owens left the meeting at this time.

**25507/22 CARRIED**

**5. Regular Session**

Trustee McCamon moved that the meeting revert to regular session at 11:24 a.m.

**25508/22 CARRIED**

**6. Auditor Presentation**

Jeff Alliston with the Metrix Group presented to the Board of Trustees the End of Fiscal Year 2021-2022 Audited Financial Statements.

<b>B. MINUTES</b>
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**1. Regular Board Meeting Minutes - May 20, 2022**

MOTION: Trustee McCamon moved that the Board of Trustees approve the May 20, 2022 regular meeting minutes, as presented.

**25509/22 CARRIED**

**2. Board Action Items**

Motion: Trustee McCamon moved that the Board of Trustees receive as information the Board Action items, as presented.

**25510/22 CARRIED**

<b>C. CONSENT AGENDA</b>
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**1. Adopt Consent Agenda**

MOTION: Trustee Gladue moved that the Board of Trustees approve the Consent Agenda which approves the following items:

C1. Board Chair Report

C2. Superintendent Report

C3. Committee and/or Board Representative Reports

C4. Trustee Activity Reports/Association Reports

**25511/22 CARRIED**



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Break from 12:20 p.m. - 1:00 p.m.

#### D. ACTION ITEMS

**1. Monthly Financial Report**

MOTION: Trustee McCamon moved that the Board of Trustees approve as information, the Monthly Financial Report as presented.

**25512/22 CARRIED**

**2. Student Engagement, Attendance & Completion Report**

MOTION: Trustee McCamon moved that the Board of Trustees accept as information the Student Engagement, Attendance & Completion Report as presented.

**25513/22 CARRIED**

**3. Monthly Student Enrolment Report**

MOTION: Trustee Gladue moved that the Board of Trustees receive as information, the June 2022 Student Enrolment Report as presented.

**25514/22 CARRIED**

**4. Policy 11 - Board Delegation of Authority**

MOTION: Trustee Gladue moved that the Board of Trustees accept as information that the Policy Committee has reviewed and made no revisions to Policy 11 - Board Delegation of Authority as presented.

**25515/22 CARRIED**

**5. Policy 12 - Role of the Superintendent**

MOTION: Trustee McGillivray moved that the Board of Trustees approve the housekeeping changes to Policy 12 - Role of the Superintendent as presented.

**25516/22 CARRIED**

**6. Policy 18 - Alternative Programs**

MOTION: Trustee Gladue moved that the Board of Trustees approve the housekeeping changes to Policy 18 - Alternative Programs as presented.

**25517/22 CARRIED**



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**7. Year End Audit**

MOTION: Trustee McCamon moved that the Board of Trustees approve the 2021-2022 audit plan as presented and authorize the Board Chair to approve the engagement letter as presented.

**25518/22 CARRIED**

**8. Educational Assistant Restructure**

MOTION: Trustee Mcamon moved that the Board of Trustees approve the restructure of the Educational Assistants II positions to be based on a 10 month pay schedule effective September 1, 2022 and that the Division continues to provide health and medical benefits during the summer months to employees who are recalled as presented.

**25519/22 CARRIED**

**9. Increase in Hours - Educational Assistants**

MOTION: Trustee McCamon moved that the Board of Trustees approve the increase in hours for Educational Assistants from 6.0 hours to 6.5 hours per day effective September 1, 2022 as presented.

**25520/22 CARRIED**

**10. Bursaries and Scholarships**

MOTION: Trustee Wanyandie moved that the Board of Trustees accept as information, from the Bursary and Scholarship Committee, the recipients of bursaries and scholarships with the funds coming from the current year end budget as presented.

**25521/22 CARRIED**

**11. Contract Facilitation for Superintendent and Board Evaluations**

MOTION: Trustee McCamon moved that the Board of Trustees authorize the Administration to proceed with the process of contracting Terry Gunderson with Alberta School Board Association (ASBA) to conduct the Superintendent's and Board of Trustees' annual evaluation as presented.

**25522/22 CARRIED**



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**12. Housing Renovation Tenders for Units 56, 57, 59 and 160**

MOTION: Trustee McCamon moved that the Board of Trustees award the housing renovation tenders to Lavergne Construction in the amount of \$376,372.50 including GST with the funds coming from capital reserves.

**25523/22 CARRIED**

**13. Housing Renovation Tenders for Units 133, 135, 161 and 162**

MOTION: Trustee McCamon moved that the Board of Trustees award the housing renovations tenders to North Lake Contracting in the amount of \$642,810 including GST with the funds coming from capital reserves.

**25524/22 CARRIED**

**14. Housing Foundation Excavation Tender**

MOTION: Trustee Wanyandie moved that the Board of Trustees award the housing foundation excavation tender to North Lake Contracting in the amount of \$199,867.50 including GST with the funds coming from capital reserves.

**25525/22 CARRIED**

**15. Multifunctional Devices Tender**

MOTION: Trustee Gladue moved that the Board of Trustees award the five year contract for multifunctional devices to Ricoh Canada Inc. in the amount of \$163,067.06 plus GST per year, with a 5 year contract total of \$815,335 with the funds coming from the operations budget.

**25526/22 CARRIED**

**16. Interactive Displays**

MOTION: Trustee Gladue moved that the Board of Trustees approve the purchase and installation of 101 Viewsonic 75" Interactive Displays from Inland AV in the amount of \$468,796 including GST with the funds coming from the Computer Technology Budget.

**25527/22 CARRIED**



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**17. Bus Tender - Two (2) 70 Passenger School Buses**

MOTION: Trustee McCamon moved that the Board of Trustees award the purchase of two (2) 70 passenger school buses to Western Canada IC Bus in the amount of \$134,363.51 each, including GST with the funds coming from capital reserves.

**25528/22 CARRIED**

**18. Northland Online School Programming**

MOTION: Trustee J. Lamouche moved that the Board of Trustees authorize the Administration to add Grade 10 programming to the Northland Online School effective September 1, 2022.

**25529/22 CARRIED**

**19. Sale of Mobile Unit 245**

MOTION: Trustee McCamon moved that the Board of Trustees approve the sale of Unit 245, by either real estate listing, auction or tender and that the proceeds be used towards housing repairs, renovations and/or the purchase of additional housing units.

**25530/22 CARRIED**

**20. Reschedule of the Organizational Meeting**

MOTION: Trustee Wanyandie moved that the Board of Trustees approve the rescheduling of the June Organizational meeting to September 23, 2022 as presented.

**25531/22 CARRIED**

**21. 2022-2023 Corporate Board Meeting Schedule**

MOTION: Trustee McCamon moved that the Board of Trustees approve the 2022-2023 Corporate Board meeting schedule as presented.

**25532/22 CARRIED**

**22. New Logo Attire**

MOTION: Trustee Wanyandie moved that the Board of Trustees authorize the Administration to purchase clothing attire with the new logo in the amount of \$60,000 with the funds coming from the operations budget.

**25533/22 CARRIED**



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#### 23. Trustee Disqualification

MOTION: Trustee McCamon moved that the Board of Trustees proceed with the process of the disqualification of Ward 5 Trustee as per section 87 (1)(i) of the Education Act.

**25534/22 CARRIED**

#### E. TECH TALK

Dr. Tim Stensland demonstrated to the Board of Trustees the various settings in Google mail such as the out of office notification.

#### F. MONITORING REPORTS

MOTION: Trustee McCamon moved that the Board of Trustees approve as information, the Monitoring Reports, as presented and attached.

- F1. Awards/Celebrations
- F2. Board Chair Highlights
- F3. Superintendent Highlights
- F4. Associate Superintendent Report
- F5. School Food Services Department Report
- F6. FNMI Department Report
- F7. IT Department Report
- F8. Human Resources Department Report

**25535/22 CARRIED**

#### AWARDS/PRESENTATIONS

The Board of Trustees acknowledged the following individuals:

- Johnathan McDonald, student from Elizabeth School in receiving a Honourable Mention for the ASBA Honouring the Spirit Award
- Leanne Bunning, school secretary with Bill Woodward School for her dedication in organizing the Anzac/Bill Woodward Dinner & Diamonds fundraiser for the last 10 years.



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#### G. PRELIMINARY DISCUSSION OF BOARD ITEMS

The Board of Trustees discussed who would be representing Northland School Division at the 2022 National Trustee Gathering on Indigenous Education & Canadian School Board Association Congress (CSBA) which is taking place July 6-8, 2022 in Saskatoon, Saskatchewan.

Interested in attending:


- Trustee C. Wanyandie
- Trustee J. Lamouche
- Trustee L. McGillivray


#### H. ADJOURNMENT & CLOSING PRAYER/CULTURAL REFLECTION

##### 1. Adjournment

MOTION: Trustee McCamon moved that the Board of Trustees declare the meeting adjourned at 2:19 p.m.

**25536/22 CARRIED**

  
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Robin Guild, Board Chair

  
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Dr. Nancy Spencer-Poitras,  
Superintendent of Schools

  
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Douglas Aird, Secretary-Treasurer