

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD OF TRUSTEES REGULAR MEETING ON NOVEMBER 24,
2016 AT BILL WOODWARD SCHOOL IN ANZAC, AB.

MEMBERSHIP		
✓	Lois Byers	• Official Trustee
✓	Claris Voyageur	• Advisory Committee Member – ADCS
✓	Janet McDonald	• Advisory Committee Member – Fort McKay
✓	Robin Guild	• Advisory Committee Member – Wabasca
✓	Fay Cardinal	• Advisory Committee Member – Desmarais
x	Margaret Quintal	• Advisory Committee Member – Conklin
✓	Candice Calliou	• Advisory Committee Member – Paddle Prairie
✓	Joan Daniels	• Advisory Committee Member – J.F. Dion
✓	Alice Fontaine	• Advisory Committee Member - Janvier
✓	David Czibere	• Advisory Committee Member - Anzac
✓	Dwight Gladue	• Advisory Committee Member - Little Buffalo
✓	Gord Atkinson	• Superintendent of Schools
✓	Lorraine Roy-Cardinal	• Director of First Nation, Métis & Inuit Learner Success
✓	Don Tessier	• Associate Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	Wes Oginski	• Director of Human Resources
✓	Stephanie Sutherland	• Supervisor of Student Services
✓	David Cox	• Division Facility Manager
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary – Finance
GUESTS		
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CALL TO ORDER

Lois Byers, Official Trustee called the meeting to order at 10:57 a.m.

IN CAMERA SESSION

24214/16

Lois Byers, Official Trustee moved that the meeting go in camera at 10:59 a.m.

CARRIED

REGULAR SESSION

24215/16

Lois Byers, Official Trustee moved that the meeting revert to regular session at 11:12 a.m.

CARRIED

Land was discussed while in camera.

SCHOOL LAND
TRANSFER TO
FORT MCKAY
FIRST NATIONS

24216/16 Lois Byers, Official Trustee moved that the Board of Trustees direct administration to proceed with a Right of Access Agreement with Fort McKay First Nations for Plan 9623087 lot 6 and 7.

CARRIED

RECESS

The meeting recessed at 11:12 a.m.
The meeting reconvened at 12:56 p.m.

OPENING
PRAYER

Lorraine Roy-Cardinal, Director of First Nation, Métis & Inuit Learner Success gave the opening prayer.

INTRODUCTIONS

Lois Byers, Official Trustee welcomed guests and introductions were made.

ADOPT AGENDA

24217/16 Lois Byers, Official Trustee moved that the Board of Trustees adopt the agenda as presented.

CARRIED

MINUTES –
OCTOBER 19,
2016

24218/16 Lois Byers, Official Trustee moved that the Board of Trustees approve the October 19, 2016 Regular Board Meeting minutes as presented with the following amendment:

Amend motion #24194/16 to read: approve second reading, Policy 11, Role of the Superintendent.

CARRIED

MINUTES –
NOVEMBER 23,
2016

Byers, Official Trustee discussed the November 23, 2016 meeting with the Auditor General's Office, which was to review the 2015-2016 Audit. Byers, Official Trustee discussed the remarks and recommendation made by the Auditor General, "It is recommended that board members submit an expense claim report after the board meeting for reimbursement honoraria and travel expenses, and that they are paid on the next regular cheque run", "it is recommended that the policy be reviewed and followed." Moving forward Northland will no longer pay honorariums, travel and expense claims before meetings. Byers, Official Trustee acknowledged the Finance Department and thanked

them for a great audit!

- 24219/16 Lois Byers, Official Trustee moved that the Board of Trustees approve the November 23, 2016 Special Meeting minutes as presented.

CARRIED

OLD BUSINESS –
BOARD ACTION
ITEMS

Executive staff provided verbal updates to the Board on the directives assigned from previous Board meetings.

- 24220/16 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

2015-2016 AERR
AND 2016-2019
EDUCATION
PLAN

Atkinson, Superintendent of Schools presented, reviewed and discussed the 2015-2016 AERR and 2016-2019 Education Plan with the Board, the group discussed the 10 strategies indicated in the Education Plan and how they will be implemented going forward.

- 24221/16 Lois Byers, Official Trustee moved that the Board of Trustees approve the 2015-2016 AERR and 2016-2019 Education Plan, as amended and attached; and directed administration, going forward, include a list of each schools' major accomplishments and how it links to the outcomes of land based learning; and to find out the number of students, parents and teachers that completed the AERR surveys from Alberta Education.

CARRIED

PURCHASE OF
CARGO VAN FOR
PLUMBER
(MAINTENANCE)

- 24222/16 Lois Byers, Official Trustee moved that the Board of Trustees approve the tender for Edmonton Motors for a cargo van in the amount of \$34,345.50, be accepted.

Other Bids Received	
Ken Sargent GMC, Grande Prairie	\$40,762.31
Koch Ford Edmonton, AB	\$39,092.55

CARRIED

RESTRUCTURE
OF HOUSING
DEPARTMENT

Rasmuson, Secretary-Treasurer provided and discussed the background information to the Board on the reasons for developing a housing plan.

- 24223/16 Lois Byers, Official Trustee moved that the Board of Trustees receive as information, the plan to further separate the housing department from the instructional work of Northland.

CARRIED

PURCHASE OF
THREE SUVS

- 24224/16 Lois Byers, Official Trustee moved that the Board of Trustees approve Northland School Division No., 61 to purchase three Chevrolet Traverses from Edmonton Motors in the amount of \$41,193 (includes GST) each.

Other Bids Received (under 5m):

Precision Hyundai (Santa Fe)	\$37,649.00
Sean Sargent Toyota (4Runner)	\$46,866.77
Wheaton Toyota (4Runner)	\$46,825.45
Ken Sargent (Acadia)	\$46,675.86
Windsor Ford (Edge)	\$39,562.65

Other Bids Received (over 5m):

Windsor Ford (Explorer)	\$42,216.99
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CARRIED

POLICY 11 – ROLE
OF THE
SUPERINTENDENT

- 24225/16 Lois Byers, Official Trustee moved that the Board of Trustees approve third and final reading of Policy 11, Role of the Superintendent, as attached and amended:

- Move item 2.6 to 1.7 and update the performance assessment guide to match.

CARRIED

Alice Fontaine, Advisory Committee Member, Janvier LSBC Chair joined the meeting at 1:36 p.m.

POLICY 13 –
APPEALS AND
HEARINGS
REGARDING
STUDENT
MATTERS

Byers, Official Trustee discussed the feedback concerns submitted by the Little Buffalo LSBC in regards to Policy 13. If passed the committee would be set by the Corporate Board and LSBC members could be appointed by the Corporate Board to sit on the committee.

- 24226/16 Lois Byers, Official Trustee moved that the Board of Trustees approve second reading of Policy 13, Appeals and Hearings Regarding Student Matters, as attached.

CARRIED

POLICY 19 –
WELCOMING,
CARING,
RESPECTFUL, SAFE
AND HEALTHY
LEARNING AND
WORKING
ENVIRONMENTS

- 24227/16 Lois Byers, Official Trustee moved that the Board of Trustees approve second reading of Policy 19, Welcoming, Caring, Respectful, Safe and Healthy Learning and Working Environments, as attached.

CARRIED

RECESS

The meeting recessed at 1:44 p.m.
The meeting reconvened at 1:56 p.m.

APPENDIX 2 –
ORGANIZATIONAL
CHART

Atkinson, Superintendent of Schools discussed the background as to why the organizational chart is being changed. Northland would like to see the two additional Associate Superintendents in the school system by April 1, 2017. Byers, Official Trustee provided verbal information on the funding process that is being discussed with Alberta Education and the Minister of Education.

- 24228/16 Lois Byers, Official Trustee moved that the Board of Trustees receives as information the attached changes to Appendix 2, of the Policy Manual Organizational Chart.

CARRIED

PROCEDURE 333 –
CHILDREN/
STUDENTS IN
NEED OF
INTERVENTION

Sutherland, Supervisor of Student Services, discussed the background on the implementation of this new procedure. Procedure 333 - Children/Students in Need of Intervention will be linked to Policy 19, Welcoming, Caring, Respectful, Safe and Healthy Learning and Working Environments.

24229/16 Lois Byers, Official Trustee moved that the Board of Trustees receive the new attached Procedure 333 – Children/Students in Need of Intervention as information.

CARRIED

LSBC MEETING
MINUTES
RECEIVED

24230/16 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
Anzac	October 18, 2016
ADCS	October 17, 2016
Conklin	November 8, 2016
Desmarais	May 11, 2016 June 8, 2016 August 24, 2016 September 7, 2016 September 14, 2016
East Prairie	September 28, 2016
Elizabeth	September 28, 2016
Fort McKay	November 9, 2016
Grouard	September 19, 2016
J.F. Dion	October 4, 2016 November 8, 2016 November 1, 2016
Janvier	November 1, 2016
Keg River	June 7, 2016 September 6, 2016 October 3, 2016
Little Buffalo	October 18, 2016
Paddle Prairie	October 19, 2016 November 14, 2015
Pelican Mountain	November 8, 2016
Trout Lake	October 4, 2016
Wabasca	October 17, 2016

CARRIED

ADMINISTRATIVE
ACTION –
CURRENT LSBC
MEETING
MINUTES
RECEIVED

24231/16 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
Anzac	October 18, 2016		As presented
ADCS	October 17, 2016		As presented
Conklin	November 8, 2016		As presented
Desmarais	May 11, 2016		As presented
	June 8, 2016	#4033/16	Administration
	August 24, 2016	#216-08-24-001	Administration
	September 7, 2016		As presented
East Prairie	September 14, 2016		As presented
Elizabeth	September 28, 2016		As presented
Fort McKay	November 9, 2016		As presented
Grouard	September 19, 2016		As presented
J.F. Dion	October 4, 2016		As presented
	November 8, 2016		As presented
Janvier	November 1, 2016		As presented
Keg River	June 7, 2016		As presented
	September 6, 2016		As presented
	October 3, 2016		As presented
Little Buffalo	October 18, 2016		As presented
	October 19, 2016	#019:16/17	Administration
Paddle Prairie	November 14, 2015	#027:167/17	Administration
		#023:16/17	Administration
Pelican Mtn.	November 8, 2016	#1110082016	Administration
Trout Lake	October 4, 2016		As presented
Wabasca	October 17, 2016		As presented

CARRIED

SUPERINTENDENT'S
REPORT

Superintendent Atkinson presented his Superintendent's Report to the Board as information. Atkinson, Superintendent of Schools discussed the January 2017 meeting to be held with LSBC Chairs and principals in Edmonton, invitations will be sent to LSBC chairs and principals. Atkinson also discussed the enrollment at Hillview School.

24232/16 Lois Byers, Official Trustee moved that the Board of Trustees direct administration to undertake a viability study of Hillview School, in the community of East Prairie, Alberta; and bring this information to the January 26, 2017 Regular Board meeting.

CARRIED

24233/16 Lois Byers, Official Trustee moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached; Lois Byers, Official Trustee directs administration bring back a transportation report in regards to the current bussing situation between Anzac and Janvier for Grade 10 and up students.

CARRIED

OFFICIAL
TRUSTEE'S
REPORT

Official Trustee Byers presented her Official Trustee Report to the Board as information.

24234/16 Lois Byers, Official Trustee moved that the Board of Trustees accept as information the Chairman's Report as presented and attached which also included a verbal report on the ASBA FGM held in Edmonton November 20 – 23, 2016.

CARRIED

COMMITTEE
REPORTS –
WABASCA
MODERNIZATION
UPDATE

Trudy Rasmuson, Secretary-Treasurer provided a Wabasca Modernization Update to the Board, as information.

REPORTS FOR
INFORMATION

24235/16 Lois Byers, Official Trustee moved that the Board of Trustees receive the following Reports for Information items:

- Liaison Workers
- Memo to Principals re: Staffing Update
- Retirement Incentive Program
- Staff Appointments
- Attendance Improvement Initiative Communication Pamphlet
- Construction Progress Report
- Temporary Suspension of Bus Service in Peavine and East Prairie

CARRIED

DISCUSSION ITEMS

Students Aged 16 and Younger Leaving School Grounds During School Hours – Each school makes the decision if they are a closed campus. If the community wants a closed campus, this would be a project for the LSBC and principal to work together to come up with a plan designed for the school. This requires a great deal of parental support and a sign in and sign out system that everyone adheres to. When a plan is developed it should be shared with other schools.

Drug Education – the group discussed what is currently being done in the schools for drug education. Each school is responsible for the additional seminars that are offered to students.

ADJOURN

The meeting adjourned at 3:57 p.m.

CLOSING PRAYER

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

Lois Byers, Official Trustee

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance