



Board Meeting Agenda

April 22, 2015 – 4:30 p.m.

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1 Additions to Agenda
 - 2.2 Approval of Agenda
- 3. Appointments**
- 4. Reading and Approving of Minutes**
 - 4.1 Amendment/Correction of Minutes
 - 4.2 Approval of Minutes of the Regular Meeting of March 25, 2015
- 5. Presentations**
 - 5.1 Gender Identification Policy – Dr. Kristopher Wells – Director of Programs and Services for the Institute of Sexual Minority Studies and Services, University of Alberta
(4:30 – 5:00)
 - 5.2 Greater St. Albert Catholic Schools 150th Anniversary Gala – Noreen Radford
(5:30 – 5:40)

6. Reports from Senior Administration

- 6.1 Superintendent of Schools
- 6.2 Associate Superintendent, Education Services
- 6.3 Secretary Treasurer
- 6.4 Associate Superintendent, Human Resources & Leadership Support

7. Reports from Trustees and Standing Committees

- 7.1 Chair's Report
- 7.2 Trustees' Reports
- 7.3 Building
- 7.4 Finance & Human Resources
- 7.5 Education Policy
- 7.6 Advocacy
- 7.7 Transportation

8. Reports from Special Committees

- 8.1 Alberta School Boards Association Representative
- 8.2 Public School Boards Association of Alberta Representative

9. New Business

9.1 Draft Joint Use Agreement – Namao Community
Agricultural Society

9.2 2015-2016 Transportation Fees

10. Unfinished Business

11. Notices of Motion

12. Comment & Question Period

13.1 ATA; CUPE

13.2 Community Members

13.3 Media

13. Requests for Information

14. Adjournment



**Minutes of the Meeting of
The Board of Trustees of
Sturgeon School Division No. 24
Held at Morinville on March 25, 2015**

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**Minutes of the Meeting of
The Board of Trustees of
Sturgeon School Division No. 24
Held at Morinville on March 25, 2015**

Roll Call

Present were Trustees: Mr. Terry Jewell (Chair), Ms. Tracy Nowak (Vice Chair), Mrs. Misty Featherley; Mrs. Liz Kohle, Mrs. Wendy Miller, Mrs. Michelle Mychasiw, Mrs. Shelley Porter; Dr. Michèle Dick (Superintendent); Mrs. Iva Paulik (Secretary Treasurer); Mr. Dave Johnson (Associate Superintendent, Human Resources & Leadership Support)

Mr. Wolfgang Jeske (Associate Superintendent, Education Services) Absent
Mrs. Michelle Mychasiw left the meeting at 8:39 p.m.

Call to Order

The Chair called the meeting to order at 4:36 p.m.

Approval of Agenda

#019/2015 – Moved by Mrs. Mychasiw that the agenda be approved.

CARRIED 7/0

Appointments

There were no appointments.

Approval of Minutes

#020/2015 - Moved by Mrs. Miller that the minutes of the Regular Meeting of February 25, 2015 be approved.

CARRIED 7/0

Presentations

There were no presentations.

Reports from Senior Administration

Superintendent of Schools

A verbal report was provided.

Associate Superintendent, Education Services

No report was provided.

Secretary-Treasurer

A written report was provided.

Associate Superintendent, Human Resources & Leadership Support

A verbal report was provided.

Reports from Officers and Standing Committees

Chair's Report

A written report was provided.

Trustees' Reports

Verbal reports were provided.

Building

A written report was provided.

Finance & Human Resources

A verbal report was provided

Education Policy

A verbal report was provided.

Advocacy

A verbal report was provided.

Transportation

No report was provided.

Reports from Special Committees

Alberta School Boards Association Representative

A verbal report was provided.

Public School Boards Association of Alberta Representative

A verbal report was provided.

New Business

Lease Agreement – Town of Morinville

#021/2015 - Moved by Mr. Jewell that the Board of Trustees approve the Lease Agreement with the Town of Morinville for the 2015-2016 school year.

CARRIED 7/0

Capital Plan Priorities

#022/2015– Moved by Ms. Nowak that the Board of Trustees approve the 2015-2016 Capital Priorities for the 2016-2017 Government of Alberta year.

CARRIED 7/0

Policy C/8 – Temporary Designation of Principals and Vice Principals

#023/2015 – Moved by Mrs. Kohle that the Board of Trustees approve Policy C/8 – Temporary Designation of Principals and Vice- Principals.

CARRIED 7/0

Policy D/II/20 – Protocol: Recognition of Dignitaries and Trustees at School or Public Events

#024/2015 – Moved by Mrs. Mychasiw that the Board of Trustees approve Policy D/II/20 and Board Regulation Governance 1 – Protocol: Recognition of Dignitaries and Trustees at School or Public Events be amended as follows:

Section 3.2.3 – add “Local Trustee”

Section 3.2.4 – renumber “Trustees in attendance”

Section 3.2.6 – remove “Clergy (if appropriate)”

CARRIED 7/0

Policy F/I/14 – Information and Communication Technology

#025/2015 – Moved by Ms. Nowak that the Board of Trustees approve Policy F/I/14 – Information and Communication Technology.

CARRIED 7/0

Operational School Year 2015-2016

#026/2015 – Moved by Mrs. Mychasiw that the Board of Trustees approve the final consideration copy, formerly Option 2, of the operational school year calendar for 2015-2016.

CARRIED 7/0

Operational School Year 2016-2017

#027/2015 – Moved by Mrs. Miller that the Board of Trustees approve in principle the operational school year calendar for 2016-2017.

CARRIED 7/0

2015 – 2016 Instructional Material Fees

#28/2015 – Moved by Ms. Nowak that the Board of Trustees approve 2015 – 2016 Instructional Material Fees as follows:

Elementary	\$55.00 per year
Junior High	\$67.00 per year
Senior High	\$55.00 per semester, \$110.00 per year, or for those students in less than a 10 credit load, \$4.50 per credit

#29/2015 – Moved by Mr. Jewell that the Board of Trustees amend the proposed 2015 – 2016 Instructional Material Fees as follows:

Elementary	\$58.00 per year
Junior High	\$70.00 per year
Senior High	\$58.00 per semester, \$116.00 per year, or for those students in less than a 10 credit load, \$4.50 per credit

VOTE 1/6 - MOTION DEFEATED

Opposed: Ms. Nowak, Mrs. Kohle, Mrs. Miller,
Mrs. Mychasiw, Mrs. Featherley, Mrs. Porter

#30/2015 – Moved by Ms. Nowak that the Board of Trustees approve 2015 – 2016 Instructional Material Fees as follows:

Elementary	\$55.00 per year
Junior High	\$67.00 per year
Senior High	\$55.00 per semester, \$110.00 per year, or for those students in less than a 10 credit load, \$4.50 per credit

CARRIED 6/1

Opposed: Mr. Jewell

Locally Developed Course Approval – Religious Studies 15, 25, 35 – 3 credits

#31/2015 – Moved by Mr. Jewell – that the Board of Trustees approve the following locally developed courses: Religious Studies 15, 25, 35 for 3 credits acquired from the Koinonia Christian School Red Deer Society, to be authorized as courses of study within Sturgeon School Division from September 1, 2015 to August 31, 2016.

CARRIED 7/0

Certificate of Exceptional Service

#32/2015 – Moved by Mrs. Porter – that the Board of Trustees approve the nomination of Mr. Paul Froese for the division's Certificate of Exceptional Service.

CARRIED 7/0

Draft Joint Use Agreement – Namao Community Agricultural Society

#33/2015 – Moved by Ms. Nowak – that the Board of Trustees table the Draft Joint Use Agreement - Namao Community Agricultural Society to the April 22, 2015 Board Meeting

CARRIED 7/0

Alexander First Nation Education Service Agreement

#34/2015 – Moved by Mr. Jewell – that the Board of Trustees sign the Education Agreement with Alexander First Nation for the 2015-2016 school year.

CARRIED 7/0

Mrs. Michelle Mychasiw left the meeting at 8:39 p.m.

Unfinished Business**Notices of Motion**

There were no Notices of Motion.

Comment & Question Period**ATA; CUPE**

No report was provided.

Community Members

No report was provided.

Media

No report was provided.

Requests for Information

There were no requests for information.

Close of Meeting

The Chair adjourned the meeting at 8:42 p.m.

Chair

Date

Secretary-Treasurer



Provincial expert presenting to School Board on sexual minority youth in schools

On April 22nd, the Sturgeon School Public Board meeting will include a special presentation open to staff, parents and the public. The Board of Trustees has invited Dr. Kristopher Wells, Director of Programs and Services of the Institute for Sexual Minority Studies and Services at the University of Alberta, to present research information that has been developed on policies and practices to support sexual and gender minority youth in schools. Dr. Wells is a respected expert who has worked with educators, governments and health agencies on a local, federal and international scale. This presentation is in conjunction with policy work the Board is doing in this area.

While Dr. Wells will be sharing important and interesting information in his short presentation, there will not be time to take questions from guests in the gallery.

Date: Wednesday, April 22, 2015
Time: 4:30 – 5:00 pm
Location: Frank Robinson Building
9820-104 Street, Morinville AB
Board Room / Coronado Room

If you have questions, please contact Michele Dick, Superintendent of Schools, at 780-939-4341.

BOARD 5.1



Board Memorandum

Date: April 22, 2015
To: Board of Trustees
From: Committee of the Whole
Subject: Draft Joint Use Agreement – Namao Community Agricultural Society

Background:

Attached you will find a draft Joint Use Agreement with the Namao Community Agricultural Society.

Recommendation:

That the Board of Trustees approve the Joint Use Agreement with the Namao Community Agricultural Society

Joint Use Agreement

THIS AGREEMENT made in duplicate this _____ day of _____, 20__

BETWEEN

STURGEON SCHOOL DIVISION NO. 24
(hereinafter called "the Division")

OF THE FIRST PART

and

Namao Community Agricultural Society
(hereinafter called "the "Society")

OF THE SECOND PART

WHEREAS, given that community based use of facilities and equipment is important to us, the Society and the Division, we will strive to make school and community facilities and equipment, as herein specified, available to users;

AND WHEREAS given that community based use of facilities and equipment is important to us, we, the Society and the Division, strive to have a joint use program administered in as simple, effective and efficient manner as possible;

AND WHEREAS it is both economical and functional for the parties to cooperate through the joint use of facilities to carry out their respective responsibilities;

AND WHEREAS the Division and the Society wish to enter into an agreement in connection with the cost, upkeep and use of the facilities;

NOW THEREFORE this Agreement Witnesseth that the parties hereto covenant and agree to share in the use of facilities as follows:

SECTION 1 - DEFINITIONS

In this Agreement:

- 1.1 "School Facilities" shall mean consisting of the gymnasium, stage, community washrooms, foyer washrooms, main front entrance, East community entrance, and adjoining corridors, parking lot, and school grounds (including the ball diamond, ground occupied by the rink and its buildings) but shall exclude any equipment, installations, or improvements owned by the Society and situated on the premises unless expressly agreed to by the parties.
- 1.2 "Society Facilities" shall mean consisting of the rink, rink building, Gymkhana grounds installations, including the hitching post, hitching area and Gymkhana bleachers, the "Hub" consisting of the community kitchen, and attached lunch room, bar, walk-in cooler and freezer, washroom, and kitchen contents, and Society owned tables and chairs.
- 1.3 "Joint Use" means the reciprocal use of all facilities that are owned by the Society or Division as described in Clause 1.1 and 1.2.
- 1.4 "Society" usage means each and every time the Society books out the facility.

SECTION II- JOINT USE COMMITTEE

- 2.1. The Division and the Society agree to appoint a Joint Use Committee (hereinafter called "the Committee" whose membership shall consist of the following:
 - 2.1.1 Two (2) members appointed by the Division
 - Principal of Namao or designate
 - Sturgeon School Division No. 24 Trustee representing the Namao ward
 - 2.1.2 Two (2) members appointed by the Society
- 2.2. The Committee shall make decisions by majority vote and otherwise shall be governed by this Agreement and its own procedure.
 - 2.2.1 In the event of a tie vote, an additional school representative shall be brought in.
- 2.3. The meeting place and Chair of the Committee shall alternate.

SECTION III - DUTIES AND POWER OF THE COMMITTEE

- 3.1 The Committee shall have the following duties and powers:
 - 3.1.1 To oversee the use of the Society and School facilities on an equitable basis for all residents within the jurisdiction of either of the parties to this Agreement.
 - 3.1.2 To enforce rules and regulations regarding use of the facilities, equipment, facility booking, and scheduling.

SECTION IV - USE OF FACILITIES

4.1 Facility and Hours of Use

The School facilities shall be available and used exclusively for school purposes during the normal school hours of 6:00 am to 6:00 pm on operational school days and shall be available for the Society and Community beyond the schools hours with the school events taking precedent over community use of the School facilities unless a previously approved booking exists.

- 4.2 School facility availability, as well as changes in availability, will be communicated to the Society Booking Coordinator.
- 4.3 The Principal of the school shall appoint a facilitator to receive information from the Society and will advise the Society the name of said person.
- 4.4 Both parties may use and share the facilities and equipment in the Society and School facilities subject to such conditions as the Joint Use Committee shall decide.
- 4.5 Community sports teams wishing to rent the gymnasium through the Society shall be permitted for the following sports activities: volleyball, badminton, basketball and soccer.

Arrangements can be made with the Society and the school for the use of nets and poles only. No other school sports equipment will be available for use by community members.

Other non-equipment related fitness activities will be allowed (i.e. yoga, dance, dry land training).

- 4.6 The use of alcoholic beverages in the Society and School facilities is permitted subject to control of the Society and provided that all users have obtained necessary liquor license and liability insurance and that all regulations of the Alberta Liquor Control Board are met.
- 4.7 All Society, School Facilities and School grounds are deemed smoke-free, year round.
- 4.8 In the event of an unresolved dispute of any nature between a user group and a facilitator, society or division staff, the Joint-Use Committee shall be considered as the body for dispute resolution and their decision shall be binding.

SECTION V - MAINTENANCE AND REPAIRS

- 5.1 The Division shall be responsible for:
 - 5.1.1 Cleaning the Society and School facilities at the end of hours when the Society and School facilities are used exclusively for school purposes.
 - 5.1.2 Supervision of the Society and School facilities during the hours when the Society and School facilities are used exclusively for school purposes.
 - 5.1.3 Maintaining the School facilities described in Clause 1.1 and the Master Lock system in a good state of repair.
 - 5.1.4 Repairing any damage occurring to the Society and School facilities when they are used exclusively for School purposes.
 - 5.1.5 All operational costs of heating and lighting within the School during all hours of use.
- 5.2 The Society shall be responsible for:
 - 5.2.1 Cleaning the Society and School facilities at the end of hours when the Society and School facilities are used exclusively for community purposes.
 - 5.2.2 Supervision of the Society and School facilities during the hours when the Society and School facilities are used exclusively for community purposes.

- 5.2.3 Maintaining the Society facilities described in Clause 1.2 in a good state of repair.
- 5.2.4 Repairing any damage occurring to the Society and School facilities when they are used exclusively for the Society purposes.
- 5.2.5 All operational costs for facilities outside the school.
- 5.2.6 The cost of the outside telephone line to the "Hub".
- 5.3 The parties hereto agree to the:
 - 5.3.1 Provision and maintenance of jointly used equipment as agreed to under Clause 5.2 herein.

SECTION IV - INSURANCE

- 6.1 The Division shall maintain fire, extended coverage and vandalism insurance upon the said school and any monies recovered shall be used to restore the school including the facilities identified in section 1.1.
- 6.2 If the Society procures any insurance on it's property, or the property of others, which is the responsibility of the Society, such insurance will be so arranged that the Society's insurers will have no right of recovery from the Division.
- 6.3 The Division's public liability will include the Society as an additional named insured with respect to the Society's activities at the facilities identified in section 1.1.
- 6.4 The Society's public liability will include the Division as an additional named insured with respect to the Division's activities at the facilities identified in section 1.1.
- 6.5 It is understood that the Division's insurance does not cover facilities identified in section 1.2.

SECTION VII - INDEMNITY

- 7.1 The Division agrees at all times to indemnify the Society and save it harmless from all manners of actions, causes of action, suit, claim, demand and costs whatsoever arising from any actions of students, servants, employees or agents of the Division done in pursuance of this Agreement during the time that this Agreement shall be in force.

- 7.2 The Society agrees at all times to indemnify the Division and save it harmless from all manners of actions, causes of action, suit, claim, demand and costs whatsoever arising from any actions of its servants, employees, agents, invitees, licensees of the Society done in pursuance of this Agreement during the time that this Agreement shall be in force.

SECTION VIII- TERMINATION AND AMENDMENT

- 8.1 The Joint Use Agreement shall be in effect from the day and year first above written for a period of five (5) years, and then may be terminated by either party giving the other party one years (1) notice in writing.
- 8.2 The Joint Use Agreement may be amended from time to time with the mutual consent of both parties.
- 8.3 In the event that this Joint Use Agreement is terminated, the parties hereto agree to negotiate the handling of equipment within the joint facilities and both parties will be offered an opportunity to determine a fair market value of equipment before it is removed or discarded (tables and chairs, kitchen equipment).

SECTION IX - ASSIGNABILITY

- 9.1 The parties acknowledge and agree not to assign or transfer any of the rights acquired as a result of this Joint Use Agreement except by mutual consent.
- 9.2 This Agreement shall be binding upon the parties' successors and assigns.

SECTION X - NOTICES

- 10.1 Any notice to be served pursuant to this Agreement shall be delivered or sent by registered mail, postage prepaid to the Secretary Treasurer, Sturgeon School Division No. 24, Morinville, Alberta and to the Namao School and the Namao Community Agricultural Society (the Society); any notice by registered mail be deemed to be served on the fourth (4th) day after mailing as aforesaid at a post office in the Province of Alberta.
- 10.2 This Agreement supersedes all previous joint use agreements between the parties.

IN WITNESS WHEREOF the parties hereto have affixed their corporate seals in that behalf on the day and year first above written.

STURGEON SCHOOL DIVISION NO. 24

CHAIRPERSON

SUPERINTENDENT OF SCHOOLS

NAMAO COMMUNITY AGRICULTURAL SOCIETY



Board Memorandum

Date: April 22, 2015
To: Board of Trustees
From: Iva Paulik, Secretary Treasurer
Subject: 2015-2016 Transportation Fees

2015-2016 Transportation Fees was discussed at a Transportation Committee meeting held on April 22, 2015.

Further information with respect to 2015-2016 Transportation Fees will be presented at the April 22, 2015 Board meeting.

Recommendation:

That the Committee of the Whole approve the 2015-2016 Transportation Fees as recommended by the Transportation Committee.