



**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on March 23, 2022**

Table of Contents

	Resolution #
Approval of Agenda	021
Approval of the Minutes of the Regular Meeting	022
New Business	
2023/2024 School Calendar	023
Hold Harmless COVID Mitigation Allocation Proposal.....	024
Three Year Capital Plan.....	025
Noon Student/Child Transportation Services	026
Policy 220 – Trustee Code of Conduct	027
Policy 221 – Role of the Trustee	028
Policy 410 – Fees	029
Policy 700 – Superintendent of Schools	030
Policy 701 – Board Delegation of Authority	031



**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on March 23, 2022**

PRESENT

Mr. Joe Dwyer, Chair
Ms. Irene Gibbons, Vice Chair
Mrs. Cindy Briggs, Trustee
Mrs. Janine Pequin, Trustee
Mrs. Stacey Buga, Trustee
Mrs. Tasha Oatway-McLay, Trustee
Ms. Trish Murray-Elliott, Trustee
Ms. Shawna Walter, Acting Superintendent
Mr. Jonathan Konrad, Acting Deputy Superintendent, Education Services
Ms. Liliana LeVesconte, Associate Superintendent, Corporate Services
Mrs. Lisa Lacroix, Associate Superintendent, Human Resources

CALL TO ORDER

The Chair called the meeting to order at 4:00 p.m.

APPROVAL OF AGENDA

#021/2022 – Moved by Ms. Trish Murray-Elliott that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF MINUTES

#022/2022 – Moved by Mrs. Tasha Oatway-McLay that the minutes of the Regular Meeting of February 23, 2022, be approved as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

REPORTS FROM SENIOR EXECUTIVE

2021 Thoughtexchange Report

Mr. Jonathan Konrad, Acting Deputy Superintendent, Education Services, brought forward as information, a 2021 Thoughtexchange report.

Between April 7th and April 20th Administration will be hosting the division-wide Thoughtexchange Engagement with all stakeholders. Our question will be similar to last year to help continue the conversation on improving student learning and achievement.

2022 Question

What are the most important things that Sturgeon Public Schools are doing or should consider doing to improve student learning in our schools next year?

The Thoughtexchange platform allows all stakeholders to share their ideas and then to vote or ‘star’ on ideas that they believe are most important. In this way, the strongest or most supported thoughts rise to the top for everyone to see and for administration to consider when building our Education Plan.

Results will be presented at the Public Board Meeting on May 25th, 2022, as part of the Stakeholder Engagement and Education Plan Development information. To provide a clear and accurate picture of the stakeholder responses and to foster a deeper understanding of the upcoming 2022 Thoughtexchange data; attached you will find the Thoughtexchange Report from April 2021.

AP215 – Community Partnerships

Ms. Shawna Walter, Acting Superintendent, brought forward as information, AP215 – Community Partnerships.

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review and Administrative Procedure Review. Both a Policy Tracker and Procedure Review Tracker were created to schedule a regular review of all policies and administrative procedures (AP).

Administration has reviewed AP251 – Community Partnerships as part of the review process. Minor updates were applied to the Administrative Procedure.

AP221 – Focused and Effective Communication

Mrs. Lisa Lacroix, Associate Superintendent, Human Resources, brought forward as information, AP221 – Focused and Effective Communication.

Focused and effective communication is an interest-based dispute resolution approach for dealing with communication and challenges between internal and external stakeholders. Administration has conducted a review of AP717 – Healthy Interactions Program and has replaced it with a new Administrative Procedure - AP221 - Focused and Effective Communication. AP221 clearly defines the process for open communication and dispute resolution in Sturgeon Public Schools. Along with AP221 - Focused and Effective Communication, administration has created two (2) flow charts to clearly outline the steps of the Focused and Effective Communication process for external stakeholders and internal Sturgeon Public Employees.

AP235 – Operational School Year and Calendar

Mrs. Lisa Lacroix, Associate Superintendent, Human Resources, brought forward as information, AP235 – Operational School Year and Calendar.

The Board of Trustees requested Administration review AP235 – Operational School Year and Calendar. It was requested the statement “Monday through Friday” in article 6 be removed to allow more flexibility for the Christmas Break when creating school year calendars.

In addition, definitions were added and the date for final approval of the Calendar, article 2, was amended. The change of date for final approval accommodates the registration timeline for the upcoming school year.

BYOD Program Update

Mr. Jonathan Konrad, Acting Deputy Superintendent, Education Services brought forward as information, an update on the BYOD program.

There are currently four schools offering Bring Your Own Device (BYOD) programming in Sturgeon Public Schools. Education Services has gathered information from each school regarding BYOD Programs and summarized how the program currently operates, how parents are informed about the program, and how students are supported to make the best use of personal technology at school and at home.

BYOD programs can provide more learning opportunities, but they also come with challenges regarding access and costs to families. Before considering adding a BYOD program, schools should reflect on their goals for technology in learning and engage in open conversation with parents at school council to see what the community envisions for their students.

Class Size Information Reporting

Mr. Jonathan Konrad, Acting Deputy Superintendent, Education Services brought forward as information, class size information reporting.

September 2019, Alberta Education discontinued the Class Size Survey Initiative and reporting by school jurisdictions.

Administration continues to track class size data to provide a Division snapshot and trend analysis. Class Size Information is gathered using the same criteria as the previous Alberta Education's Class Size Survey Initiative:

- A class is defined as a group of students with ONE teacher for 50% or more of the instructional time devoted to a subject.
- A multi-grade classroom with one teacher is counted as one class.
- Multi-graded classrooms are included in the higher-grade level. i.e. Grade 3/4 combined would be included in the 4-6 category.
- Only first semester courses are included in this report.
- Only core courses are included – Language Arts, Social Studies, Math and Science. Irregular classes such as work experience and Distance Learning are not included.
- Outreach programs, the Hutterite Colony and Oak Hill are not included in the report.
- Data reported in this survey is as of 29 September 2021. Significant staffing additions have been made at nearly all sites.

Administration would like to remind the Board of Trustees that Class Sizes and Class Targets are a function of the budget process.

Communications Report

Ms. Shawna Walter, Acting Superintendent, brought forward as information, the Communications Report for March 2022.

Communications in March has been focused on:

- Rolling out the planned marketing campaign for 2022-23 registration. Started with the internal school's registration blitz and will move into the full public registration campaign on March 24th. Content will start with Summer School and then move into highlighting each school and its unique programs within (ie: LT/Lilian Schick – LOGOS);
- Continuing to tell SPS stories and achievements through Division and school websites and social media;
- Continuing to build great relationships with media on an ongoing basis, following up with interview requests and pitching stories. Most notable for March was the media follow-up by FortSaskOnline/MIX 107.9 FM on the announcement of the new Superintendent, officially starting September 1, 2022. Ms. Walter was featured in an online article and chosen as the Morning Show Person of the Day. It was a great good news story for the Division which resonated with the community at large;
- Updated and revised the LOGOS brochure and website information for planned promotion of the program;
- In production: shooting footage of student testimonials and interview of Principal Christy Filgate to produce a promotional video for SPVA, Parent Directed Home Education, and Shared Responsibility programming;
- Supporting Principals with social media platforms and promoting unique programming in their schools;
- Continuing to book in “stock photo” shoots with schools to continue to build up our SPS Stock Photo Library, to be used in marketing materials, on websites, and in social media;
- Continuing to update the SPS Curriculum Facts website page with the latest announcement and information from the Government;
- Planning for the Camilla School Grand Opening Ceremony April 8, 2022;
- Planning for the inaugural Sturgeon Composite High School Sturgeon Strides Walk-A-Thon charity event happening May 19, 2022; and
- Planning for the Sturgeon Public Schools' Staff Recognition on May 20, 2022.

Monthly Financial Report

Ms. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the February 2022 Board Financial Report for the month ending February 28, 2022.

The Year-to-Date Division's actual financial results are tracking close to budget in both the revenues and expenses sides, with the exception of K to 12 Instruction, primarily due to provincially-directed unbudgeted adjustments. This is being proposed for mitigation in a separate recommendation at the March 23, 2022, Public Board meeting.

When compared to the budget, the actual expenses by program:

- K- 12 Revenue is higher than budgeted mainly due to the Targeted Funding (\$233k) announced after the budgeting cycle, COVID Mitigation/Hold Harmless funding (\$870k) adjustment announced in August 2021, and fees collected at the beginning of the school year rather than every month.
- Operations and Maintenance overspent by \$152k mainly due to the costs related to the Modular Project at École Morinville Public (\$378k).
- Student Transportation is overspent by \$310k mainly due to the one-time payment to the Bus Contractors and greater than budgeted ridership, which resulted in additional incurred distance costs to the Division. Also, the funding from the government is spread over 12 months, while expenses are incurred in the first 10 months of the school year.
- External services are tracking below budget by \$35k, mainly due to a reduction in secondments.

Monthly IT Report

Ms. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the monthly IT Report for February 2022.

The Chromebook evergreening is now complete for all schools. This month, we experienced a six-hour downtime due to a Cybera software failure. Cybera provides our firewall/security systems, and when not available, we lose connectivity outside of our firewalls.

REPORTS FROM TRUSTEES AND STANDING COMMITTEES

CHAIR'S REPORT

A verbal and written report was provided.

Chair Dwyer (Alcomdale/Villeneuve Area)

Chair Dwyer reported that he attended:

- Advocacy Committee Meeting (*March 14*)
- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9 and 23*)
- Building and Maintenance Committee Meeting (*March 1*)
- Camilla School, School Council Meeting (*March 15*)
- Committee of the Whole Meeting (*March 9*)
- CUPE Bargaining Committee Meeting (*March 1*)
- Division-Wide PD Day (*March 14*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Joint Transportation Committee Meeting (*March 9*)
- Meeting with Sturgeon County Council (*March 23*)
- Policy Committee Meeting (*March 9*)
- Public Board Meeting (*March 23*)
- Rotary Club Meeting (*March 2, 9, 16 and 23*)
- Various Meetings with Central Office Administration

TRUSTEES' REPORTS

Verbal and written reports were provided.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Board of Trustees Working Meeting (*March 1*)
- Bon Accord Community School, School Visit (*March 23*)
- Book Study: The Governance Core (*March 9 and 23*)
- Building and Maintenance Committee Meeting (*March 1*)
- Committee of the Whole Meeting (*March 9*)
- Community Services Advisory Board Meeting (CSAB) (*March 14*)
- CUPE Bargaining Committee Meeting (*March 1*)
- Joint Transportation Committee Meeting (*March 9*)
- Lilian Schick School, School Council and Room Parent Meeting (*March 21*)
- Lilian Schick School, School Visit – Knight Awards (*March 23*)
- Meeting with Sturgeon County Council (*March 23*)
- Public Board Meeting (*March 23*)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Advocacy Committee Meeting (*March 14*)
- Alberta Rural Education Symposium (*March 6-8*)
- ASBA Zone 2/3 Meeting (*February 25*)
- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9 and 23*)
- Building and Maintenance Committee Meeting (*March 1*)
- Committee of the Whole Meeting (*March 9*)
- Division-Wide PD Session and Breakout Session (*March 14*)
- École Morinville Public School, School Council Meeting (*March 7*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Four Winds Public School, School Council Meeting (*March 3*)
- Four Winds Public School Video Project for ARES (*March 3*)
- Joint Transportation Committee Meeting (*March 9*)
- Meeting with the Acting Superintendent (*March 14*)
- Meeting with Sturgeon County Council (*March 23*)
- Policy Committee Meeting (*March 9*)
- Public Board Meeting (*March 23*)
- SPVA/Learning Centre School Advisory Committee (*March 16*)
- Sturgeon Composite High School Open House (*March 10*)

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9 and 23*)
- Committee of the Whole Meeting (*March 9*)
- Find Your Village – Disability Services and Redwater HYPE (*March 23*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Gibbons School, School Council Meeting (*March 7*)
- Joint Transportation Committee Meeting (*March 9*)
- Landing Trail School, School Council Meeting (*March 10*)
- Meeting with Sturgeon County Council (*March 23*)
- Policy Committee Meeting (*March 9*)
- Public Board Meeting (*March 23*)

Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)

Trustee Murray-Elliott reported that she attended:

- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9*)
- Book Study: The Governance Core (*March 23*)
- Building and Maintenance Committee Meeting (*March 1*)
- Committee of the Whole Meeting (*March 9*)
- CUPE Bargaining Committee Meeting (*March 1*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Joint Transportation Committee Meeting (*March 9*)
- Meeting with Sturgeon County Council (*March 23*)
- Policy Committee Meeting (*March 9*)

- Public Board Meeting (*March 23*)
- Sturgeon Composite High School, School Council Meeting (*March 15*)
- Sturgeon Heights School, School Council Meeting (*February 28*)
- Sturgeon Heights School, School Council Meeting (*March 21*)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Advocacy Committee Meeting (*March 14*)
- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9 and 23*)
- Committee of the Whole Meeting (*March 9*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Guthrie School, School Council Meeting (*March 7*)
- Meeting with Sturgeon County Council (*March 23*)
- Namao School Principal Meeting (*March 21*)
- Namao School, School Council Meeting (*February 28*)
- Public Board Meeting (*March 23*)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Advocacy Committee Meeting (*March 14*)
- Alberta Rural Education Symposium (*March 6-8*)
- Board of Trustees Working Meeting (*March 1*)
- Book Study: The Governance Core (*March 9 and 23*)
- Coffee Conversation: Zone 2/3 (*March 3*)
- Committee of the Whole Meeting (*March 9*)
- Finance and Human Resources Committee Meeting (*March 2*)
- Meeting with Sturgeon County Council (*March 23*)
- Ochre Park School, School Council Meeting (*February 28*)
- Ochre Park School Visit (*March 21*)
- Public Board Meeting (*March 23*)
- Redwater School, School Council Meeting (*February 28*)
- Redwater School Visit (*March 21*)
- TEBA Engagement Session (*March 23*)

ADVOCACY COMMITTEE

A verbal and written report was provided.

The Advocacy Committee held a meeting on March 14, 2022. The following is a summary of the meeting:

- A Student Advisory Committee meeting is scheduled for April 28, 2022
 - Student Advisory Chair feedback/recommendations discussed
- As part of the Engagement Plan:
 - Alexander First Nation (AFN)
 - The Board Chair met with Chief Arcand, Alexander First Nation (AFN)/Treaty 6, in February.

- The Superintendent and Deputy Superintendent met with the Director of Education (AFN) and the Assistant Director of Education (AFN) on March 2, 2022.
 - A subcommittee will be created
 - School-based team meetings schedule to be drafted
- The Board Chair met with MLA Shayne Getson Lac Ste. Anne-Parkland February 2022.
- Board introduction letters are being drafted by administration and will be sent to the Town of Legal, the Town of Bon Accord, the Edmonton Garrison Military Family Resource Centre (MFRC), Greater St. Albert Catholic School Division (GSACRD) Board of Trustees, and St. Albert Public Schools Board of Trustees.
- Fall 2022, Board introduction letters will be sent to the Town of Morinville and the Town of Redwater.
- Community Participation Opportunities were discussed.
- Administration is drafting a letter on behalf of the Board of Trustees to go to Alberta Education addressing the increase in Transportation costs.

BUILDING AND MAINTENANCE COMMITTEE

A verbal and written report was provided.

This summary is from the Building and Maintenance Committee Meeting held on March 1, 2022.

There were 2 items under New Business that were discussed:

- Draft Town of Morinville Joint Use Agreement
 - Walked through the changes that took place. There are a few items that require clarification with the Town of Morinville. A meeting is needed between Sturgeon Public Schools, GSACRD and the Town of Morinville before moving forward.
- Review of the RQB Ag Society Joint Use Agreement
 - Tabled for future discussion.

FINANCE AND HUMAN RESOURCES COMMITTEE

A verbal and written report was provided.

This summary is from the Finance and Human Resources Committee Meeting held on March 2, 2022.

There were 9 items under New Business that were discussed:

- People Services Name Change to Human Resources
 - Accepted as proposed
- Funding Profile Announcement for 2022-2023
 - Minister's Slide Deck reviewed and discussed. The Division is waiting for the Funding Profile & Manual Release on March 31, 2022
- Funding Comparison 2021-2022 vs 2022-2023
 - Reviewed the funding projections based on WMA projections
- Resource Planning Tool (RPT) (old RAC) Overview

- Reviewed the new RPT
- Audit Committee Discussion
 - Tabled for next meeting
- Schedule of Budget Meetings
 - Meetings will be at the March – April – May Committee of the Whole plus 1 additional meeting in April, if needed
- Trustee Technology
 - Discussions on needs took place. Further discussions were tabled.
- Financial Transparency to our Stakeholders (Brought forward as an item from November 24, 2021, Committee of the Whole)
 - Resolved through new Monthly Financial Reporting
- 2023/2024 Draft Calendar
 - Was shared at the March Committee of the Whole Meeting – reviewed as proposed.

POLICY COMMITTEE

A verbal report was provided. The Policy Committee Meeting was held on March 9, 2022 and the following is a summary of the meeting:

- The following policies were reviewed, discussed and forwarded to the March 23, 2022, Public Board meeting for approval:
 - Policy 410 – Fees
 - Policy 700 – Superintendent of Schools
 - Policy 701 – Board Delegation of Authority
- Policy 110 – Equity, Diversity, Inclusion and Human Rights to come forward at the next Policy Committee meeting in April.
- Policy 115 – Sexual Orientation, Gender Identity and Gender Expression to come forward at the next Policy Committee meeting in April.

A Policy Committee meeting is scheduled for April 13, 2022.

TRANSPORTATION COMMITTEE

A verbal and written report was provided.

This summary is from the Joint Transportation Committee Meeting held on March 9, 2022.

There were 7 items under New Business that were discussed:

- Review of the Draft Amended Student Transportation Agreement
 - Walked through proposed changes. Additional discussion to take place at the March Board Meeting in context to budget.
- Student Misconduct Procedure
 - Reviewed the proposed process and the process was approved.
- Proposed RFP Evaluation Survey
 - Survey to be sent out by the Transportation Manager.
- Discontinuance of Enhanced COVID Cleaning Supplement
 - To be reviewed by the Board at the Public Board Meeting.
- 2022-2023 Distance Rate
 - The rate was presented.
- PD Days for Bus Drivers and Annual Meetings

- Item was discussed.
- Shuttle Bus Rate @ 275
 - To be reviewed by the Board in context to budget.

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

2023/2024 School Calendar

Administration recommends that the Draft 2023/2024 Calendar be considered for approval in principle.

Once the 2023/2024 Calendar is approved in principle, the package will be sent to Administrative Council, Teacher Board Advisory Committee, School Staff and School Councils for feedback. Feedback received will be brought back to the Board of Trustees for consideration at the October 2022 Committee of the Whole meeting.

#023/2022 – Moved by Mr. Joe Dwyer that the Board of Trustees approve in principle the Draft version of the 2023/2024 School Calendar as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Hold Harmless COVID Mitigation Allocation Proposal

According to Policy 225, Section 2.9.3, the Board is required to approve substantive budget adjustments when necessary.

August 2021, the Province requested that the 2020-21 Funding Adjustment be reported under the 2020-2021 fiscal year, as opposed to in-and-out in the same year. That reduced the surplus reported in 2020-2021 but created an unbudgeted surplus in 2021-2022.

Below is a list of potential non-capital initiatives to be funded through this surplus. Administration believes that these initiatives can be delivered before Aug 31, 2022.

PROJECT	COST ESTIMATE
SCHOOL VENTILATION	\$450,000
WATERMAIN BREAK ALARMS TO PREVENT FLOODS	\$80,000
RELOCATIONS OF ECOLE MORINVILLE PUBLIC MODULARS	\$678,200
SIGNS FOR SCHOOLS	\$17,600
ATRIEVE TIME ENTRY UPGRADE	\$28,500
BMS TEMPERATURE ALARMS IN MODULARS	\$80,000
GIBBONS SCHOOL OFFICE, FOYER AND GYM PAINTING	\$30,000
UNBUDGETED SNOW REMOVAL COSTS	\$25,000
CENTRAL OFFICE SPACE ADJUSTMENTS	\$30,000
BON ACCORD EXTERIOR PAINTING AND MAINTENANCE	\$60,000
STURGEON COMPOSITE HIGH SCHOOL FLOOD CLAIM DEDUCTABLE	\$50,000
TOTAL FUNDING ALLOCATION	\$1,529,300

#024/2022 – Moved by Ms. Irene Gibbons that the Board of Trustees approve the Hold Harmless COVID Mitigation Allocation Proposal as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Three Year Capital Plan

The Division has to prepare and update its Three Year Capital Plan and submit it to Alberta Education on or prior to April 1 of each year. The Capital Plan is intended for review and approval by the Government and subsequently, fund the approved projects. The Government announces its approvals on an annual basis, and we anticipate receiving a response to this enclosed Three Year Capital Plan around March 2023.

The Division is required to prepare all the planning and design of the projects in collaboration with members of the community and other stakeholders.

Upon Board approval and consequent submission to the Government, the Division will begin engagement activities.

Report Summary:

NEW CONSTRUCTION, MODERNIZATION, PRESERVATION AND STUDIES

SCHOOL	2022-2023		2023-2024		2024-2025	
		Priority		Priority		Priority
Gibbons School	Solution	1				
École Morinville Public	Solution	2				
Sturgeon Heights School	Modernization	3				
Redwater School			Replacement	1		
Landing Trail School			Modernization	2		
Bon Accord School					Replacement	2

PORTABLE ADDITIONS, REPLACEMENTS AND RELOCATIONS

		2022-2023		2023-2024		2024-2025	
			Priority		Priority		Priority
Namao School	Addition of 2 Modulars	1					
Redwater School	Demolish 2 Modulars	2					
Landing Trail School	Demolish and Replace 2 Modulars	3					

#025/2022 – Moved by Mrs. Cindy Briggs that the Board of Trustees approve the Three-Year Capital Plan 2023-2024 as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Noon Student/Child Transportation Services

The Division must prepare a balanced budget for review and approval by the Board, on an annual basis. Transportation Services has reviewed the implication of the inflationary and budgetary pressures for the upcoming school year and is expecting a large deficit of over \$700,000. To offset this anticipated deficit, administration has identified scenarios for consideration by the Board, one of them being the elimination of Noon Student/Child Transportation Services.

The Division provides ineligible services for students and children of the Division for Noon Transportation. The services are considered ineligible due to not being funded by Alberta Education, therefore, considered discretionary/subsidized services. Despite the fees charged to families, the Division incurs a deficit of \$122,635 by subsidizing this service.

#026/2022 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve the discontinuation of Noon Student/Child Transportation Services to reduce the cost of Transportation Services by \$122,635.

CARRIED 4/3

Opposed: Mr. Joe Dwyer

Mrs. Janine Pequin

Ms. Trish Murray-Elliott

Policy 220 – Trustee Code of Conduct

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

Administration has updated Policy 220 – Trustee Code of Conduct to clearly define and establish expectations of Trustee conduct while carrying out the duties they have been elected to fulfill. The description of the role of a Trustee has been removed from Policy 220 and Policy 221 has been created to clearly outline the role of the Trustee.

The Policy Committee reviewed Policy 220 – Trustee Code of Conduct at their February 16, 2022, committee meeting and have recommended it to the Public Board meeting for approval.

#027/2022 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve Policy 220 – Trustee Code of Conduct as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 221 – Role of the Trustee

Administration has created a new policy, Policy 221 – Role of the Trustee to clearly define and establish expectations of the role of a Trustee. The description of the role of the Trustee was removed from Policy 220 and captured in this new Policy.

The Policy Committee reviewed Policy 221 – Role of the Trustee at their February 16, 2022, committee meeting and have recommended it to the Public Board meeting for approval.

#028/2022 – Moved by Mrs. Janine Pequin that the Board of Trustees approve Policy 221 – Role of the Trustee as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 410 - Fees

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

Administration has reviewed and updated Policy 410 – Fees as part of its review of policies. The policy updates are minor format and grammar changes.

The Policy Committee reviewed Policy 410 – Fees at their February 16, 2022, committee meeting and have recommended it come to the Public Board meeting for approval.

#029/2022 – Moved by Mrs. Cindy Briggs that the Board of Trustees approve Policy 410 – Fees as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 700 – Superintendent of Schools

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condense to 43 policies.

Administration has updated Policy 700 – Superintendent of Schools to clearly define and establish expectations of the Superintendent. The Board Delegation of Authority has been removed from Policy 700 and Policy 701 – Board Delegation of Authority has been created to clearly identify the duties delegated to the Superintendent.

The Policy Committee reviewed Policy 700 – Superintendent of Schools at their March 9, 2022, committee meeting and have recommended it come to the Public Board meeting for approval.

#030/2022 – Moved by Ms. Trish Murray-Elliott that the Board of Trustees approve Policy 700 – Superintendent of Schools as presented at the March 23, 2022, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 701 – Board Delegation of Authority

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

Administration has created a new Policy 701 – Board Delegation of Authority to clearly identify the duties delegated to the Superintendent.

The Policy Committee reviewed Policy 701 – Board Delegation of Authority at their March 9, 2022, committee meeting and have recommended it come to the Public Board meeting for approval.

#031/2022 – Moved by Ms. Irene Gibbons that the Board of Trustees approve Policy 701 – Board Delegation of Authority as presented at the March 23, 2022, Public Board meeting.

CARRIED 6/1
Opposed: Mrs. Janine Pequin

Meeting recessed at 5:57 p.m. for break.

Meeting resumed at 6:01 p.m.

UNFINISHED BUSINESS

NOTICES OF MOTION

There were no Notices of Motion.

INFORMATION

COMMENT & QUESTION PERIOD

ATA

No report was provided.

CUPE

A verbal report was provided.

COMMUNITY MEMBERS

No questions were noted from community members.

MEDIA

No report was provided.

REQUESTS FOR INFORMATION

IN CAMERA

#032/2022 – 6:24 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

Meeting recessed at 6:24 p.m. for a dinner break.

Meeting resumed at 6:54 p.m.

#033/2022 – 8:46 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

ADJOURNMENT

The Chair adjourned the meeting at 8:46 p.m.

Chair

Date

Associate Superintendent,
Corporate Services