



NORTHLAND SCHOOL DIVISION NO. 61

REGULAR BOARD MEETING NO. 20-10

MINUTES

Location: Courtyard by Marriott
10011 184 St NW, Edmonton, AB T5S 0C7, Canada

Teleconference 1-877-385-4099

Date & Time: Saturday, September 19, 2020 AT 9:00 AM

Membership		
✓	Carmen Laboucane	Trustee Ward 1
✓	Cathy Wanyandie	Trustee Ward 2
✓	Randy Anderson	Trustee Ward 3
x	Jesse Lamouche	Trustee Ward 4
✓	Louis Cardinal	Trustee Ward 5
✓ TC	Silas Yellowknee	Trustee Ward 6
✓	Robin Guild	Chair, Ward 7
✓	Loretta Gladue	Trustee Ward 8
x	Rubi Shirley	Trustee Ward 9
✓	Jules Nokohoo	Vice-Chair Ward 10
✓	Karen Telford	Trustee Ward 11
✓	Dr. Nancy Spencer-Poitras	Superintendent of Schools
✓ TC	Dr. Tim Stensland	Associate Superintendent
x	Dermod Madden	Associate Superintendent
✓	Wesley Oginski	Associate Superintendent of Human Resources
✓	Douglas Aird	Secretary-Treasurer
✓ TC	Curtis Walty	Communications Coordinator
✓	Krystal Potts	Executive Assistant

A. CALL TO ORDER Chair Guild

A1. Call to Order

Chair Guild called the meeting to order at 9:00 AM with a traditional lands' acknowledgement.

A2. Opening Reflection

Trustee Cardinal provided the opening prayer, cultural reflection or reflection.

A3. Oaths of Office

Carmen Laboucane gave her Trustee Oaths of Office to become Trustee of Ward 1.

A4. Adopt Agenda

Additions: C6. Trustee Resignation
C7. By-Election
G3. Superintendent Evaluation
G4. Board Evaluation



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MOTION: Trustee Cardinal moved that the Board of Trustees acknowledge that Trustees have reviewed and approve the agenda as amended.

25098/20 CARRIED

A5. In-Camera Session

MOTION: Trustee Wanyandie moved that the meeting go in-camera at 9:13 AM.

25099/20 CARRIED

A6. Regular Session

MOTION: Chair Guild moved that the meeting revert back to regular session at 9:42 AM.

25100/20 CARRIED

B. MINUTES

B1. Organization Meeting Minutes June 26, 2020

MOTION: Trustee Telford moved that the Board of Trustees approve the June 26, 2020 Organizational minutes as presented.

25101/20 CARRIED

B2. Board Meeting Minutes June 26, 2020

MOTION: Trustee Telford moved that the Board of Trustees approve the June 26, 2020 Corporate Board Meeting Minutes as presented.

25102/20 CARRIED

B3. Special Board Meeting Minutes July 21, 2020

MOTION: Vice-Chair Nokohoo moved that the Board of Trustees approve the July 21, 2020 Special Board Meeting minutes as presented.

25103/20 CARRIED



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B4. Special Board Meeting Minutes August 20, 2020

MOTION: Trustee Telford moved that the Board of Trustees approve the August 20, 2020 Special Board Meeting Minutes as presented.

25104/20 CARRIED

B5. Board Action Items

MOTION: Trustee Telford moved that the Board of Trustees find as information the Board Action items as attached.

25105/20 CARRIED

C. CONSENT AGENDA

C1. Adopt Consent Agenda

MOTION: Vice-Chair Nokohoo moved that the Board of Trustees approve the consent agenda which approves the items as follows:

- C1 - Superintendent Report
- C2 - Association Reports
- C3 - Committee and/or Board Representative Reports
- C4 – Trustee Activity Reports
- C5 - Enrollment Report

25106/20 CARRIED

D. ACTION ITEMS

D1. Monthly Financial Report

Secretary-Treasurer Aird gave an overview of the monthly financial report at July 31, 2020. Revenues have come in higher than anticipated, and expenses are under budget. Due to less travel, less substitutes, and reducing older vehicles without replacing them, the budget is under projection at July 31, 2020.



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

25107/20 CARRIED

D2. Bylaw for Ward 5 and 6

Secretary-Treasurer Aird and Superintendent Spencer-Poitras read aloud the Bylaw for Ward 5 and 6.

MOTION: Trustee Telford moved that the Board of Trustees give first reading to the draft Bylaw No. 01-2020 to amend the Electoral Wards of Northland School Division Bylaw 135.

25108/20 CARRIED

Secretary-Treasurer Aird read the title of the Bylaw aloud.

MOTION: Trustee Wanyandie moved that the Board of Trustees give second reading to the draft Bylaw No. 01-2020 to amend the Electoral Wards of Northland School Division Bylaw 135.

25109/20 CARRIED

Secretary-Treasurer Aird read the title of the Bylaw aloud.

MOTION: Chair Guild moved that the Board of Trustees go for unanimous consent to draft Bylaw No. 01-2020 to amend the Electoral Wards of Northland School Division Bylaw 135.

25110/20 CARRIED

Secretary-Treasurer Aird read the title of the Bylaw aloud.

MOTION: Trustee Gladue give third reading to Bylaw No. 01-2020 and be finally passed.

25111/20 CARRIED

Recess 10:27 AM - 10:42 AM

D3. Capital Maintenance Renewal Updates

Superintendent Spencer-Poitras and Secretary-Treasurer Aird reviewed the Capital Maintenance Renewal list of upgrades. Highlights included all schools will be updated with remote monitoring for alarm and heating systems. Due to the pandemic, school furnace filters will be changed more frequently with higher filter particle count filters.

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ACTION: Associate Superintendent of HR Oginski will ensure the OH&S Officer will monitor and give updates on the national air quality index due to the southern wildfires.

MOTION: Vice-Chair Nokohoo moved that the Board of Trustees receive as information, the Capital Maintenance Renewal updates.

25112/20 CARRIED

D4. Bus Driver Salary Increase

Due to the pandemic, the bus drivers have increased their duties to include twice daily cleaning and sanitization of the buses. The bus drivers have all received training on how to sanitize the bus. The salary increase will be absorbed by the transportation budget.

MOTION: Trustee Anderson moved that the Board of Trustees approve a permanent 5% increase to bus driver salaries coming out of the Transportation budget effective September 1, 2020.

25113/20 CARRIED

D5. Organizational Chart

Superintendent Spencer-Poitras reviewed the organizational chart.

D5a. In-Camera Session

MOTION: Trustee Cardinal moved that the meeting go in-camera at 11:27 AM.

25114/20 CARRIED

D5b. Regular Session

MOTION: Trustee Cardinal moved that the meeting revert back to regular session at 11:42 AM.

25115/20 CARRIED

ACTION: Administration to develop a three year plan for the Facilities & Maintenance department.



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MOTION: Trustee Anderson moved that the Board of Trustees approve as information the Organizational Chart, as attached.

25116/20 CARRIED

D6. Trustee Resignation

Trustee Telford tendered her resignation from Ward 11 due to becoming Chair of the Fishing Lake Metis Settlement.

MOTION: Chair Guild moved that the Board of Trustees accept Trustee Telford's resignation from Ward 11 with regret.

25117/20 CARRIED

D7. By-Election

MOTION: Trustee Anderson moved that the Board hold a by-election for Ward 11 as soon as possible.

25118/20 CARRIED

E. MONITORING REPORTS (Motion to receive as information)

E1. Monitoring Reports

Superintendent Spencer-Poitras reviewed the Superintendent highlights. The summer was spent planning for the school re-opening during the pandemic. Community meetings were arranged to give updates on the NSD re-entry plan.

ACTION: Administration to contact community leadership to get on their council agenda.

ACTION: Administration to showcase the online learning portal at the October Board meeting.

Recess 12:06 PM – 1:03 PM

MOTION: Trustee Gladue moved that the Board of Trustees accept as information the Monitoring Reports as presented and attached.

E1. Board Chair Highlights

E2. Superintendent Highlights

E3. Associate Superintendent Report–School Updates

E4. Personnel Department Report

E5. Student Engagement Attendance & Completion Report

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E6. Communications Department Report

25119/20 CARRIED

F. PRELIMINARY DISCUSSION OF BOARD ITEMS

F1. Community Groups to Engage

ACTION: Trustees send the community leadership contact information to Administration.

G. ADDITIONAL AGENDA ITEMS

G1. In-Camera Session

MOTION: Trustee Wanyandie moved that the meeting go in-camera at 1:42 PM.

25120/20 CARRIED

G2. Regular Session

MOTION: Trustee Gladue moved that the meeting revert back to regular session at 2:18 PM.

25121/20 CARRIED

G3. Superintendent Evaluation

MOTION: Trustee Nokohoo moved that the Board approve the Superintendent's Evaluation Report as developed in the evaluation workshop of September 17, 2020 as an accurate accounting of the Superintendent's performance for the period May 28, 2019 to August 31, 2020; and further, the Board authorizes the Chair to make any required technical edits and to sign the report on the Board's behalf.

25122/20 CARRIED

G4. Board Evaluation

MOTION: Trustee Gladue moved that the Board approve the Board self-evaluation report as developed at the facilitated workshop of September 18, 2020 and that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.

25123/20 CARRIED



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H. ADJOURNMENT & CLOSING CULTURAL REFLECTION

H1. Adjournment

MOTION: Trustee Gladue moved that the Board of Trustees declare the meeting adjourned at 2:21 p.m.

25124/20 CARRIED

H2. Closing Reflection

Vice-Chair Nokohoo provided the closing prayer, cultural reflection or reflection.

Robin Guild, Board Chair

Dr. Nancy Spencer-Poitras, Superintendent of Schools