



NORTHLAND SCHOOL DIVISION SPECIAL BOARD MEETING NO. 23-03 AGENDA

Location: DoubleTree West Edmonton/Virtual

Zoom Meeting:

Meeting ID:

Passcode:

Phone: 1 (587) 328-1099

Date & Time: Thursday, July 27, 2023 9:00 a.m

If you would like to join the public meeting, please contact Media Relations Manager, Curtis Walty at 780-624-2060, ext. 6183 or curtis.walty@nsd61.ca

Note: If agenda is ahead of schedule, items will be moved up

A. CALL TO ORDER

No.	Title	Responsible	Action	Page No.
1.	Recognition of Traditional Lands	Chair Wanyandie		-
2.	Opening Prayer, Cultural Reflection or Reflection	Trustee		-
3.	Adoption of Agenda	All	Motion	-

B. AGENDA

No.	Title	Responsible	Action	Page No.
1.	Policy Discussion	Chair Wanyandie	Motion	02
2.	Division Wide Strategic Meeting	Chair Wanayndie	Motion	-
3.	Budget Discussion	Chair Wanayndie/Secretary Treasurer Aird	Information	16
4.	Disposal of Mobile Home Unit	Secretary Treasurer Aird	Motion	18
5.	Proposed Basketball/Tennis Courts Gift Lake	Acting Superintendent Johnson	Motion	19
6.	Letter of Support - 2026 Alberta Summer Games Bid, Regional Municipality of Wood Buffalo	Vice Chair McCamon	Motion	20

C. ADJOURNMENT & CLOSING CULTURAL REFLECTION



POLICY 12

ROLE OF THE SUPERINTENDENT

Under the provisions of section 10 of the Northland School Division Act, the Superintendent is the Chief Executive Officer of the Board. In accordance with the Education Act, the Superintendent is also the Chief Education Officer of the Division. The Superintendent shall perform the duties and assume the responsibilities assigned through provincial legislation and those assigned by the Board. All Board authority delegated to the staff of the Division is delegated through the Superintendent.

Specific Areas of Responsibility

1. Student Learning

- 1.1 Provides leadership in all matters relating to education in the Division.
- 1.2 Ensures students in the Division have the opportunity to meet or exceed the standards of education set by the Minister.
- 1.3 Aligns Division resources and builds organizational capacity to support First Nations and Métis student achievement.
- 1.4 Ensures that learning environments contribute to the development of skills and habits necessary for the world of work, post-secondary studies, lifelong learning, and citizenship.
- 1.5 Provides leadership in fostering conditions which promote the improvement of educational opportunities for all students.
- 1.6 Provides leadership in implementing education policies established by the Minister and the Board.
- 1.7 Acts as, or designates, the attendance officer for the Division.

2. Student Wellness

- 2.1 Ensures that each student is provided with a welcoming, caring, respectful, and safe learning environment that respects diversity and fosters a sense of belonging.
- 2.2 Ensures that the social, physical, intellectual, cultural, spiritual, and emotional growth needs of students are met in the overall school environment.
- 2.3 Develops pathways beyond the residential school legacy.
- 2.4 Ensures the safety and well-being of students while participating in school programs or while being transported on transportation provided by the Division.
- 2.5 Ensures the facilities adequately accommodate Division students.

3. Fiscal Responsibility

- 3.1 Ensures the fiscal management of the Division by the Secretary-Treasurer is in accordance with the terms or conditions of any funding received by the Board under the Education Act or any other Act.
- 3.2 Ensures the Division operates in a fiscally responsible manner, including adherence to recognized accounting procedures.



POLICY 12

ROLE OF THE SUPERINTENDENT

- 3.3 Directs the preparation and the presentation of the budget.
 - 3.4 Ensures the Board has current and relevant financial information.
 - 3.5 Directs the preparation of the Three-Year Capital Plan for submission to the Board.
4. Personnel Management
- 4.1 Has overall authority and responsibility for all personnel-related matters, except the mandates for collective bargaining and those personnel matters precluded by legislation, collective agreements, or Board policy.
 - 4.2 Monitors the performance of all staff and ensures appropriate evaluation processes are in place.
 - 4.3 Supports staff in accessing the professional learning and capacity building needed to meet the learning needs of First Nations, Métis, and all other students.
 - 4.4 Ensures the coordination and integration of human resources within the Division.
 - 4.5 Ensures that each staff member and the contractor is provided with a welcoming, caring, respectful, and safe working environment that respects diversity and fosters a sense of belonging.
5. Policy/Administrative Procedures
- 5.1 Provides leadership in the planning, development, implementation, and evaluation of Board policies.
 - 5.2 Develops and keeps current an Administrative Procedures Manual that is consistent with Board policy and provincial policies, regulations, and procedures.
6. Superintendent/Board Relations (“The First Team”)
- 6.1 Engages in and maintains positive, professional working relations with the Board.
 - 6.2 Respects and honours the Board’s role and responsibilities and facilitates the implementation of that role as defined in Board policy.
 - 6.3 Attends all Board meetings and makes recommendations on matters requiring Board action by providing accurate information and reports as are needed to ensure the making of informed decisions.
 - 6.4 Provides the information and counsel that the Board requires to perform its role.
 - 6.5 Keeps the Board informed on sensitive issues in a timely manner.
 - 6.6 See also Policy 2 Appendix D Board and Superintendent Communication Guidelines.
 - 6.7 Attends and/or designates administrative attendance at all committee meetings.
 - 6.8 Demonstrates respect, integrity, and support, which is conveyed to the staff and community.

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ROLE OF THE SUPERINTENDENT

7. Strategic Planning and Reporting

- 7.1 Leads a generative Strategic Planning engagement process.
- 7.2 Assists the Board in determining the present and future educational needs of the Division through the development of short- and long-range plans.
- 7.3 Involves the Board appropriately (Board approval of process and timelines; opportunity for Board establishment of strategic priorities and key results early in the process; final Board approval).
- 7.4 Implements plans as approved.
- 7.5 Reports regularly on results achieved.
- 7.6 Develops the Annual Education Results Report/Assurance Plan for Board approval.

8. Organizational Management

- 8.1 Demonstrates effective organizational skills resulting in Division compliance with all legal, Ministerial, and Board mandates and timelines.
- 8.2 Reports to the Minister with respect to matters identified in and required by the Education Act and provincial legislation.
- 8.3 Reviews, modifies, and maintains an organizational chart which accurately delineates lines of authority and responsibility.
- 8.4 Builds an organizational structure and promotes a Division culture which facilitates positive results, effectively handles emergencies, and deals with crisis situations in a team-oriented, collaborative and cohesive fashion.
- 8.5 Facilitates collaboration with First Nations and Métis leaders, organizations, and communities to establish strategic policy directions in support of optimal learning success and development of First Nations, Métis, and all other students.

9. Communications and Community Relations

- 9.1 Takes appropriate actions to ensure open, transparent, positive internal and external communications are developed and maintained.
- 9.2 Ensures parents have a high level of satisfaction with the services provided and the responsiveness of the Division.
- 9.3 Builds and sustains relationships with First Nations and Métis parents/guardians, Elders, local leaders, and community members.
- 9.4 Pursues opportunities and engages in practices to facilitate reconciliation within the school community.
- 9.5 Acts as the Head of the organization for the purposes of the Freedom of Information and Protection of Privacy (FOIP) Act.



POLICY 12

ROLE OF THE SUPERINTENDENT

9.6 In consultation with the Board Chair, serves as a spokesperson for the Division for the media and public to keep the Division's messages consistent and accurate.

9.7 See also Policy 2 Appendix D Board and Superintendent Communication Guidelines.

10. Leadership Practices

10.1 Practices leadership in a manner that is viewed positively and has the support of those with whom the Superintendent works most directly in carrying out the directives of the Board and the Minister.

10.2 Develops and maintains positive and effective relations with national, provincial, and regional government departments and agencies.

10.3 Ensures that meaningful collaboration arises from relationships built on trust, honesty, and respect.

10.4 Understands historical, social, economic, and political implications of:

10.4.1 Treaties and agreements with First Nations;

10.4.2 Agreements with Métis;

10.4.3 Residential schools and their legacy.

10.5 Site visits

Legal Reference: Section 8, 33, 35.1, 51, 52, 222, 224 Education Act
Trust and Reconciliation Commission Calls To Action
Superintendent Leadership Quality Standard
Section 10, Northland School Division Act
Freedom of Information and Protection of Privacy Act



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023
SUBMITTED BY: Cathy Wanyandie, Board Chair
ORIGINATOR:
SUBJECT: Policy 2 Appendix D - Board and Superintendent Communication Guidelines
REFERENCE(S):
ATTACHMENTS: Policy 2 Appendix D - Board and Superintendent Communication Guidelines

RECOMMENDATION:
THAT the Board of Trustees approves the correction of section designations, punctuations, typographical, and cross-references and authorize Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 2 Appendix D - Board and Superintendent Communication Guidelines.

BACKGROUND:

RISK ANALYSIS:

POLICY 2 - APPENDIX D

BOARD AND SUPERINTENDENT COMMUNICATION GUIDELINES

The Board and Superintendent form one of the most important teams in the Northland School Division and as such the communication between them needs to be very strong and effective. This appendix is designed to help enhance communication and is not intended in any way to interfere with the roles and responsibilities, or authority of either.

These guidelines are in addition to the guidelines about communication in policies:

- Policy 2 Role of the Board;
- Policy 3 Role of Trustee,
 - Policy 3 Appendix B Trustee Working Relationships
- Policy 5 Role of Chair
- Policy 12 Role of Superintendent

GUIDELINES

A. GOLDEN RULES OF COMMUNICATION

- a. Model Policy 1 Foundational Statements at all times (*see also Policy 2 Role of Board, Policy 3 Role of Trustee*)
- b. Remember to deposit into other's emotional bank accounts with the words you choose and the way you say them.
- c. Keep confidential information, confidential – no exceptions.
- d. Before sharing information from a conversation ensure the person who provided you the information is okay with you sharing it.
- e. Confirm understanding of communication:
 - i. Email follow up to phone conversations to ensure understanding and a record of information shared and actions to occur where feasible. Generally administration will follow up with email however, the trustee too has a responsibility to ensure there is understanding.
- f. Remember decision-making is made up of an education perspective and political (community) perspective.
- g. Communicate, Communicate, Communicate

B. EDUCATION PROGRAMS/INITIATIVES

(*see also Policy 12 Role of Superintendent*).

- a. Engage the Board with regard to the structure and community engagement process of significant, or potentially controversial, education initiatives/programs. When determining what items involve significant change, or have the potential to be controversial, the following factors are for consideration:
 - i. Traditions, cultures and practices vary extensively by community;
 - ii. Potential for it to be controversial - the larger the change being proposed, the higher the chance for controversy.
 - iii. Using the services of an elder, expert or consultant outside of the division.

POLICY 2 - APPENDIX D

BOARD AND SUPERINTENDENT COMMUNICATION GUIDELINES

- b. Engage the Board to provide input and/or approval as required into major education initiatives such as, but not limited to:
 - i. Approval and implementation of locally developed courses;
 - ii. Major program initiatives: Flexible learning, family wellness workers program
 - iii. Attendance;
 - iv. Land-based learning framework;
 - v. Pilot projects;
 - vi. School year calendar concept.

C. HUMAN RESOURCES

(see also Policy 16 Recruitment & Selection of Personnel)

- a. Through various processes, practices and communication the Board will be assured that Northland has strong human resources policies and procedures so they can confidently say “we have good, lawful and fair processes and they are being followed in all instances”.

D. INFORMATION SHARING

(see also Policy 12 Role of Superintendent)

- a. Superintendent shall keep the Board informed about what is going on in the division ahead of public knowledge:
 - i. To enable them to fulfill their role effectively;
 - ii. Ensure they have the information they need so they can answer questions in a professional, informed manner, for example:
 - 1. If there is something that has a possible political implication that may cause a trustee to have to respond to the community;
 - 2. Major staff changes (i.e. teacher transfers, appt. of senior staff, principals, staff termination); and/or
 - 3. A critical incident in the division.
 - iii. Division initiatives that might result in questions to trustees from their communities:
 - 1. Purpose of professional development, especially a session involving large staff travel
 - 2. Northland Games – location, purpose and attending participants
- b. Trustees shall keep the Superintendent informed about communities to help ensure he/she can fulfill their role effectively.
 - i. Equipping him/her with all information to help make great decisions or handle issues/concerns effectively.

POLICY 2 - APPENDIX D

BOARD AND SUPERINTENDENT COMMUNICATION GUIDELINES

- c. Superintendent shall keep the Board informed of division media releases 1-2 hours prior to their release with the exception of media releases by schools about school events. Notwithstanding this exception:
 - i. The Chair will receive all media releases prior to their release, with time to provide input;
 - ii. Social media releases related to things that could be politically sensitive will be approved by the Superintendent and the Chair based on the item;
 - iii. Questions about any media release are to be directed to the Superintendent.

E. ISSUES

(see also Policy 12 Role of Superintendent)

- a. Trustees need to be informed as soon as possible when a critical incident occurs so they are not “blindsided” and also so they are prepared to answer questions.
- b. If the Associate or Superintendent sends out information about an incident, trustees should provide them with any additional information they have about the incident, regardless of whether the information is accurate, it should be shared.
- c. There is an understanding that the Superintendent cannot always share complete/exact details with trustees due to privacy and/or process rules.
 - i. Example: An incident occurred between 2 staff members, a trustee may hear about it, let the Superintendent know immediately. Then the appropriate action can be taken. The Superintendent will keep the Board informed as quickly as possible.
- d. The Board needs to be confident that action is being taken although they may not be aware of the details (if confidential). This is part of their governance monitoring role but also assists them to answer questions within the community. The action might not have political implications but is important for the Board to know.
- e. Inform the Board when an incident has happened;
 - i. Include information about the process;
 - ii. Keep the Board up to date on the process moving forward, including some detailed information about what is occurring;
 - iii. If information is sensitive, state what can and cannot be shared;
 - iv. Include suggestions on how to communicate information, especially if it is sensitive.
- f. Communication of decisions shall generally be shared with the Board prior to the decision going public:
 - i. Let the Board know about a principal or key position hires, promotions or any other substantial change 1-2 hours prior to it going public;
 - ii. Inform the Board of substantive staff discipline type incidents with as much information as allowable;
 - iii. The Board shall not hear about the transfers of a teacher prior to the public as transfers are appealable to the Board.

POLICY 2 - APPENDIX D

BOARD AND SUPERINTENDENT COMMUNICATION GUIDELINES

F. **CONCERNS**

(see also Policy 3 Role of Trustee Appendix B Trustee Working Relationships Guidelines)

- a. Trustee is to advise the Associate Superintendent immediately when a concern is heard:
 - i. When advising via email, cc to Superintendent;
 - ii. When speaking with the Associate Superintendent on the phone, the Associate Superintendent will follow up with an email re-outlining the concern to the Superintendent;
 - iii. The Associate Superintendent will acknowledge the information and give an idea of a timeline for resolving;
 - iv. Trustee will follow up with an email to the Associate (cc to Superintendent) if they do not hear back within a reasonable timeline;
 - v. The Associate Superintendent (cc to Superintendent) shall advise the Trustee when the concern is resolved, providing as much information as allowable.
- b. Trustees should always follow up with the person regarding the concern to ensure it is resolved.
- c. Trustees are responsible to communicate a concern directly with the Associate/Superintendent and not ask or assume the Chair will take it forward.

G. **TRUSTEES ROLE IN EFFECTIVE COMMUNICATION**

(see also Policy 3 Role of a Trustee)

- a. Keep confidential information, confidential – no exceptions.
- b. Check emails, texts, and voicemail answering each in a timely manner.
- c. Respond to requests by staff with regards to travel ASAP. Try to keep changes to a minimum.
 - i. Please respond quickly to requests to ensure arrangements can be made for you.
- d. When told something negative about Northland, acknowledge the information and indicate that you will look into it and get back to the individual;
 - i. Gather information on the details for Administration follow through.
 - ii. Always “challenge” negative comments (in a polite way) if you know they are not correct, if you feel comfortable doing so.
- e. When you have questions, feel free to ask the Administration.



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023
SUBMITTED BY: Cathy Wanyandie, Board Chair
ORIGINATOR:
SUBJECT: Policy 16 - Recruitment and Selection of Personnel
REFERENCE(S):
ATTACHMENTS: Policy 16 - Recruitment and Selection of Personnel

RECOMMENDATION:
THAT the Board of Trustees approves the correction of section designations, punctuations, typographical, and cross-references and authorize Administration to make such other technical and conforming changes as necessary to reflect the intent of the Board in connection with Policy 16 - Recruitment and Selection of Personnel, as attached.

BACKGROUND:

RISK ANALYSIS:



POLICY 16 RECRUITMENT AND SELECTION OF PERSONNEL

The recruitment and selection of senior administrative personnel is a shared responsibility between the Board and the Superintendent.

The Board further believes strong leadership and administration at the Division and school levels are essential to student success and the effective and efficient operation of the school division.

The Board recognizes our critical role and responsibility in contributing to Truth and Reconciliation. The Board is committed to employment equity. To achieve a representative workforce, selection may be based on qualified candidates self-identifying as belonging to First Nation, Métis, and Inuit peoples in order to recognize diverse viewpoints that have traditionally been underrepresented.

Specifically

1. The Board, in the case of the Superintendent, and the Superintendent or designate, in the case of all other staff, will assume the sole responsibility for initiating the advertising process and will make every reasonable effort to ensure all current Division employees are made aware of any vacancies.
2. The Board has the sole authority/responsibility to recruit and select an individual for the position of Superintendent. The Board may appoint an individual to the position of Deputy Superintendent when the position is vacant, and the Board determines such action to be beneficial.
3. **Interview Committees:** The following process shall be followed for all interview committees:
 - 3.1. All persons forming part of any interview committee are required to sign a confidentiality agreement.
 - 3.2. An orientation about all the processes and procedures with regard to interviewing, including reviewing the interview questions, selection, and hiring, is to be provided to all persons participating in any interview committee.
 - 3.3. At the end of interviewing all candidates, the administration lead shall ensure all committee members are fully aware of the next steps in the process.
 - 3.4. The Superintendent or designate shall keep committee members informed of the process after the interviews; (e.g. references are complete, references for the first choice didn't work out, etc.)
 - 3.5. The Board and committee members shall be advised of the hiring decision before making the decision public.
4. **Deputy/Associate Superintendents, Secretary-Treasurer:** The following process will be followed for Deputy/Associate/Assistant Superintendent positions and for the

POLICY 16 RECRUITMENT AND SELECTION OF PERSONNEL

Secretary-Treasurer position:

- 4.1. The Superintendent **and Board** shall be responsible for creating a shortlist of candidates for these positions.
- 4.2. A committee of the Board and the Superintendent shall constitute the selection committee. The decision will normally be made by consensus of the selection committee.
- 4.3. The successful candidate must be supported by a majority of the selection committee. The Superintendent must be one (1) of the votes in the majority.
- 4.4. These positions shall have a role description and a written evaluation for each person occupying one (1) of the positions. These individuals shall have a written contract of employment. The Superintendent is delegated full authority to determine contract renewals.
5. **Division Office Staff:** The Superintendent is delegated full authority to recruit and select staff for all Division Office positions other than the senior administration level detailed above.
6. **Principal:** The following process will be followed for the appointment of candidates to the position of Principal:
 - 6.1. The Superintendent or designate shall form an interview committee which will include central office staff and representatives from the following if they wish to participate:
 - 6.1.1. School staff member;
 - 6.1.2. Ward trustee or Board Chair or designate if the trustee is not available;
 - 6.1.3. School Council Chair or designate;
 - 6.1.4. Local First Nation and/or Métis Settlement, as applicable.
 - 6.2. Generally, the preferred candidate(s) will be chosen by consensus of the interview committee, with their recommendation being submitted to the Superintendent.
 - 6.2.1. The interview committee shall:
 - 6.2.1.1. Rank the interviewed candidates to have 1st and 2nd choices in the case a candidate declines the position or that reference, criminal record, and vulnerable sectors checks determine the 1st preferred candidate is not viable; or
 - 6.2.1.2. Recommend that the position be reposted if the preferred candidate does not accept the position or that reference, criminal record and vulnerable sectors checks determines the 1st (or 2nd) preferred candidate is not viable.
 - 6.3. The Superintendent will make the final decision on the successful candidate



POLICY 16 RECRUITMENT AND SELECTION OF PERSONNEL

following reference checks and other procedural steps.

- 6.4. The Superintendent and/or designate will keep the committee informed of the process and ensure they are aware of the final decision before it is released publicly.
 - 6.5. The Superintendent has delegated the authority to make all decisions regarding the term of appointment of Principals.
- 7. School-Based Staff:**
- 7.1. The Superintendent is delegated full authority to recruit and select staff for all other school-based positions with the understanding that the principal will be involved and, where applicable, the school council chair, designate or others as appropriate.
8. All offers of employment shall be conditional on the successful applicant providing a criminal record check and an intervention record check that is acceptable to the Superintendent. Additionally, the Superintendent may require documentation certifying that the candidate is medically fit for the position.

Legal Reference: Section 52, 53, 68, 222, 223, 224, 225 Education Act
Freedom of Information and Protection of Privacy Act



NORTHLAND SCHOOL DIVISION
ADMINISTRATION INFORMATION ITEM

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023
SUBMITTED BY: Secretary Treasurer Aird
SUBJECT: Corporate Board Operating Budget (Trustees)
2024 Fall Budget Update
REFERENCE(S):
ATTACHMENTS:

INFORMATION ITEM
<p>Overview The Board has requested three items to shape the 2023-24 Board budget and monthly reporting.</p> <ol style="list-style-type: none"> 1. Revisit the total Board budget for 2023-24 2. Review and adjust the Board budget line items 3. Review and revise the monthly Board financial reporting and budget tracking <p>Analysis The budget had been frozen for several years at \$553,750 with a temporary increase for the 2021 election. The budget total includes some items that vary and are driven by Trustee activity, while others are fixed (memberships for example). Since this budget was initially set in May 2019 costs have risen significantly, the number of trustees has declined slightly and Zoom has permitted easier remote operations.</p> <p>There are also intermittent costs such as elections, superintendent recruitment, expenses within the mandate or new Board orientation that would require a temporary budget increase.</p> <p>The table shows several scenarios for the Board to consider as well as the opportunity to edit each budget line item.</p> <p>Alternatives</p> <ul style="list-style-type: none"> • The table provides an opportunity to calibrate the funds required for Board operations. Any changes will be included in the Fall Budget Update cycle • For reporting and accounting the monthly Board operations report can include a Board level summary, the detail by Trustee and further expense categories including a budget by Trustee

Operating Expenses	2023 24 Fall Budget (DRAFT)	2023 24 May Budget	2022-23 Budget	2022-23 Expenditures June 30, 2023	2022-23 Variance June 30, 2023	2022-23 Variance %
Trustee remuneration	155,973	\$ 130,250	\$ 130,250	\$ 149,400	\$ (19,150)	-15%
Trustee benefits	38,667	40,000	40,000	37,038	2,962	7%
Inservice / Prof Dev	39,361	6,000	6,000	37,702	-31,702	-528%
Legal	1,742	40,318	50,000	1,668	48,332	97%
Prof Services	9,714	0	0	9,304	-9,304	
Advertising	1,253	1,700	1,700	1,201	499	29%
Membership fees	31,200	33,000	33,000	29,885	3,115	9%
Office supp	1,188	2,000	2,000	1,138	862	43%
Printing and Binding	2,977	2,700	2,700	2,851	-151	-6%
Postage	306	600	600	293	307	51%
Travel	188,437	125,250	125,250	180,496	-55,246	-44%
Insurance	13	250	250	12	238	95%
Telephone	2,898	6,000	6,000	2,775	3,225	54%
Awards	32,335	35,000	35,000	30,972	4,028	12%
Furniture & Equipment	0	10,000	10,000	0	10,000	100%
Visa Purchases	0	0	91,000	0	91,000	100%
Other (Election)	20,000	20,000	20,000	10,603	9,397	47%
	\$ 526,063	\$ 453,068	\$ 553,750	\$ 495,338	\$ 58,412	11%
	-5%	-18%	100%	89%		

Each trustee would have the following budget lines:

	Budget Amount		
Trustee Remuneration (Honoraria)	\$ 17,330	\$ 14,472	(Budget amount divide by 9) 1-281-07-70-00X-90
Inservice/Professional Development	2,000	2,000	1-381-07-70-00X-90
Travel	20,937	13,917	(Budget amount divide by 9) 1-461-07-70-00X-90
Telephone	2,000	2,000	1-480-07-70-00X-90
	\$ 42,268	\$ 32,389	

Keep in mind:

Some trustees have farther to travel and require more in budget

As per policy, trustees can attend certain pd opportunities once per term



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023
SUBMITTED BY: Secretary Treasurer Aird
SUBJECT: Disposal of Mobile Home Unit 119
REFERENCE(S):
ATTACHMENTS:

RECOMMENDATION:
That the Board of Trustees authorize Administration to dispose of Unit 119 (building only), a 3 bedroom mobile home removed from Conklin, at fair market value.

BACKGROUND:
The Division purchased Unit 119 in 2001. With the Housing Department renovation and construction plan underway, it has become surplus to our requirements. It has been removed from the lot in Conklin and is in storage in Kinuso.
A public tender process will be used to ensure fair market value is received. If the tender price is insufficient, the unit will be sold through a public auction.

RISK ANALYSIS:
Low risk as a public sale process will be used to ensure fair market value is received.



NORTHLAND SCHOOL DIVISION
ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023
SUBMITTED BY: Secretary Treasurer D. Aird
ORIGINATOR:
SUBJECT: Proposed Basketball/Tennis Courts - Gift Lake
REFERENCE(S):
ATTACHMENTS:

RECOMMENDATION:
THAT the Board of Trustees authorize Administration to negotiate and execute a contract with the Gift Lake Metis Settlement to build a basketball/tennis court on the old Gift Lake School site located at PTNE-28 & PTNW 29-79-12W5.

BACKGROUND:

The Gift Lake Metis Settlement has been working on getting a basketball/tennis court built in the community of Gift Lake. The Settlement Office contacted the Division asking for permission to build the court on the property where the old school was located.

The Gift Lake Metis Settlement will be paying for the court and is not asking for financial assistance.

Administration will need to confirm the title to the land and ensure liability insurance, maintenance, termination and the communications and launch plans are in place.

If any change in land title is recommended it will be brought back to the Board per Board Policy 5 - Signing Authority.

When a Playground is built by the community it is typically donated to the school and the ongoing maintenance, insurance, termination and ownership are clear.

RISK ANALYSIS:



NORTHLAND SCHOOL DIVISION

ADMINISTRATION RECOMMENDATION TO THE BOARD

TO: THE BOARD OF TRUSTEES **DATE:** JULY 27, 2023

SUBMITTED BY: Aimee McCamon, Vice Chair

ORIGINATOR:

SUBJECT: Letter of Support - Regional Municipality of Wood Buffalo
2026 Alberta Summer Games Bid

REFERENCE(S):

ATTACHMENTS:

RECOMMENDATION:
THAT the Board of Trustees authorize Administration to send a letter of support to the Regional Municipality of Wood Buffalo (RMWB) for the 2026 Alberta Summer Games Bid.

BACKGROUND:

RISK ANALYSIS:

Date [INSERT]

Don S. Wilson
Director, Multisport Games
Sport, Physical Activity and Recreation
Alberta Culture
620, 615 MacLeod Trail SE
Calgary Alberta, T2G 4T8

Re: Regional Municipality of Wood Buffalo 2026 Alberta Summer Games Bid

Dear Don S. Wilson, Director, Multisport Games,

On behalf of the [INSERT ORGANIZATION], I am proud to support Wood Buffalo's bid to host the 2026 Alberta Summer Games.

The region has an impressive history of hosting major events, with the most recent 2023 Arctic Winter Games, the 2018 Alberta Winter Games, the 2015 Western Canada Summer Games, the 2004 Arctic Winter Games and the 2003 Alberta 55+ Games. This has created a legacy of strong leaders, experienced volunteers, and earned the region a reputation for its hospitality, dedication, state-of-the-art facilities, and diverse community spirit.

If the bid is successful, we are willing to provide expertise and available resources to ensure the games have the support required and are held up to the standard the Alberta Games has come to expect.

The Regional Municipality of Wood Buffalo has evolved into a dynamic and exciting community, powered by deep-rooted families, culturally diverse residents and an evolving industry. The community boasts world class recreation facilities, endless outdoor activities, modern accommodations and restaurants and welcomes all visitors with the traditional warmth and excitement of a northern community. [INSERT ORGANIZATION] believes the Regional Municipality of Wood Buffalo is more than capable of hosting a successful 2026 Alberta Summer Games.

We strongly encourage Alberta Culture to select the Regional Municipality of Wood Buffalo to host the 2026 Alberta Summer Games.

Kindest regards,

Name
Title