

MINUTES OF THE NORTHLAND SCHOOL DIVISION NO. 61
BOARD OF TRUSTEES REGULAR MEETING ON MAY 27/28,
2016 AT THE DIVISIONAL OFFICE, PEACE RIVER, ALBERTA.

MEMBERSHIP		
✓	Colin Kelly	• Official Trustee
✓	Elmer Gullion	• Advisory Committee Member – Trout Lake
✓	Ken Shaw	• Advisory Committee Member – Gift Lake
✓	Kim Courtoreille	• Advisory Committee Member – Desmarais
✓	Robin Guild	• Advisory Committee Member – Wabasca
✓	Louis Cardinal	• Advisory Committee Member – Peerless Lake
x	Margaret Quintal	• Advisory Committee Member – Conklin
✓	Candice Calliou	• Advisory Committee Member – Paddle Prairie
x	Julia Cardinal	• Advisory Committee Member – ADCS
✓	Donna Barrett	• Superintendent of Schools
✓	Lorraine Roy-Cardinal	• Director of First Nation, Métis & Inuit Learner Success
✓	Don Tessier	• Associate Superintendent
✓	Trudy Rasmuson	• Secretary-Treasurer
✓	David Cox	• Division Facility Manager
✓	Wes Oginski	• Director of Human Resources
✓	Curtis Walty	• Communications Coordinator
✓	Krystal Potts	• Executive Assistant
✓	Melanie Mantai	• Executive Secretary - Finance

GUESTS		
✓	Jill Gaudet	• Paddle Prairie School Principal
✓	Janette Cavanaugh	• Literacy Coordinator
✓	Maureen Chernepeski	• Pedagogical Supervisor
✓	Holly Friesen	• Human Resources Secretary
✓	Delores Pruden-Barrie	• Community Member
✓	Kathy Vogel	• NSD Receptionist/Admin Assistant

INTRODUCTIONS

Colin Kelly, Official Trustee welcomed guests and introductions were made.

CALL TO ORDER

Colin Kelly, Official Trustee called the meeting to order at 5:50 p.m.

OPENING PRAYER

Elmer Gullion, Advisory Committee Member gave the opening prayer.

RECESS

The meeting recessed for dinner at 5:52 p.m.
The meeting reconvened at 6:49 p.m.

ADOPT AGENDA	24081/16	Colin Kelly, Official Trustee moved that the Board of Trustees adopt the agenda as amended, add item: <ul style="list-style-type: none">• 4.6 Gift Lake Deficiencies Discussion
		CARRIED
MINUTES – APRIL 22/23, 2016	24082/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the April 22/23, 2016 minutes as presented.
		CARRIED
PADDLE PRAIRIE SCHOOL PRESENTATION		Jill Gaudet, Paddle Prairie School Principal presented information to the Board on the Attendance/Achievement Results at Paddle Prairie School.
LITERACY PRESENTATION		Janette Cavanaugh, Literacy Coordinator and Maureen Chernepeski, Pedagogical Supervisor presented information to the Board on the literacy results for Northland School Division No. 61.
RECESS		The meeting recessed at 8:50 p.m. The meeting reconvened at 9:05 p.m.
LAND BASED LEARNING PRESENTATION		Lorraine Cardinal-Roy, Director of First Nation, Metis, Inuit Learner Success, presented information to the Board on the Land Based Learning that is being taught to the students of Northland School Division No. 61.
RECESS		The meeting recessed at 10:05 p.m. on May 27, 2016. The meeting reconvened at 9:00 a.m. on May 28, 2016.
OPENING PRAYER		Elmer Gullion, Advisory Committee Member gave the opening prayer.
BOARDING HOME DISCUSSION		Don Tessier, Associate Superintendent, presented to the Board recommendations from the Boarding Home Review Committee meeting held on May 4, 2016.

Colin Kelly, Official Trustee requests that the Boarding Home Review Committee recommendations be sent to all LSBC chairs and principals for feedback and that a financial tier plan based on the communities be brought back to the June Board meeting.

RECESS

The meeting recessed at 10:48 a.m.
The meeting reconvened at 11:02 a.m.

EDUCATION
QUARTERLY
REPORT

24083/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the Education Quarterly Report, as presented and attached.

CARRIED

FINANCE
QUARTERLY
REPORT

24084/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information, the Finance Quarterly Report, as presented and attached.

CARRIED

RECESS

The meeting recessed for lunch at 12:02 p.m.
The meeting reconvened at 12:46 p.m.

2015-2016 ANZAC
COMMUNITY
SCHOOL CLOSURE

24085/16 Colin Kelly, Official Trustee moved that the Board of Trustees recommend that administration commence the process in accordance with the *School Act* to close Anzac Community School effective immediately for the remainder of the 2015-2016 school year, based on the Observations Report provided by MKA Canada, Inc.

CARRIED

2015-2016 BILL
WOODWARD
SCHOOL CLOSURE

24086/16 Colin Kelly, Official Trustee moved that the Board of Trustees recommend that administration commence the process in accordance with the *School Act* to close Bill Woodward School effective immediately for the remainder of the 2015-2016 school year, based on the Observations Report provided by MKA Canada, Inc.

CARRIED

2015-2016 FORT MCKAY SCHOOL CLOSURE 24087/16 Colin Kelly, Official Trustee moved that the Board of Trustees recommend that administration commence the process in accordance with the *School Act* to close Fort McKay School effective immediately for the remainder of the 2015-2016 school year, based on the Observations Report provided by MKA Canada, Inc.

CARRIED

2015-2016 FATHER R. PERIN SCHOOL CLOSURE 24088/16 Colin Kelly, Official Trustee moved that the Board of Trustees recommend that administration commence the process in accordance with the *School Act* to close Father R. Perin School effective immediately for the remainder of the 2015-2016 school year, based on the Observations Report provided by MKA Canada, Inc.

CARRIED

GROUARD NORTHLAND SCHOOL JUNIOR HIGH PROGRAM 24089/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the continuation of the junior high program at Grouard Northland School, access to transportation to High Prairie on the existing Northland bus route for junior high students for the 2016-2017 school year as a pilot.

CARRIED

PROCEDURE 100 SAFE & CARING SCHOOLS 24090/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the attached changes to Procedure 100, Safe & Caring Schools.

CARRIED

PROCEDURE 304 STUDENT CONDUCT 24091/16 Colin Kelly, Official Trustee moved that the Board of Trustees approve the attached changes to Procedure 304, Student Conduct, as amended.

CARRIED

POLICY ONE, BOARD PHILOSOPHY MANDATE, CORE PURPOSE, VISION BELIEFS AND VALUES	24092/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the attached changes to Policy One, Board Philosophy Mandate, Core Purpose, Vision Beliefs and Values. TABLED
SUPPORT STAFF RETIREMENT PLAN	24093/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve a Support Staff Retirement Plan. Colin Kelly, Official Trustee requests that administration bring back to the Board, information on how the retirement plan is received once implemented. CARRIED
JOB DESCRIPTION SUPERVISOR OF STUDENT SERVICES	24094/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the housekeeping changes to the job description for the position of Supervisor of Student Services, as attached. CARRIED
JOB DESCRIPTION DIRECTOR OF FIRST NATIONS, METIS AND INUIT LEARNER SUCCESS	24095/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve in principle, the attached job description for the position of Director of First Nations, Metis and Inuit Learner Success. CARRIED
PROCEDURE 404 RECRUITMENT AND RE- ASSIGNMENT OF CERTIFICATED STAFF	24096/16	Colin Kelly, Official Trustee moved that the Board of Trustees receive the attached changes to Procedure 404 – Recruitment and Re-assignment of Certificated Staff, as information. Colin Kelly, Official Trustee requests a copy of Procedure 404, Recruitment and Re-assignment of Certificated Staff be sent to all LSBC members and principals requesting feedback. CARRIED

PROCEDURE 431 EMPLOYEE BENEFITS	24097/16	Colin Kelly, Official Trustee moved that the Board of Trustees receive the attached changes to Procedure 431 – Employee Benefits, as information. CARRIED
BORROWING RESOLUTION	24098/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the Borrowing Resolution, if required, in the amount of \$3,000,000 to meet the current operating expenditures for the 2016-2017 school year, as attached. CARRIED
ROLL SHUTTER ACCEPTANCE	24099/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the lowest quote, from Rolco.com, for \$45,293.85 plus GST for installation of roll shutters on the teacherages at Little Buffalo. CARRIED
TRANSFER OF KEG RIVER TEACHERAGE TO KEG RIVER COWBOY WAY SOCIETY	24100/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the transfer of the old teacherage east of Dr. Mary Jackson School to the Keg River Cowboy Way Society, with the condition that the Keg River Cowboy Way Society move the teacherage to its own site at its cost. CARRIED
WABASCA HOUSING PLAN	24101/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve the Wabasca Housing Plan, as attached. TABLED
PROCEDURE 526 FRAUD	24102/16	Colin Kelly, Official Trustee moved that the Board of Trustees approve in principle, the attached changes to Procedure 526 Fraud. CARRIED

GIFT LAKE
DEFICIENCIES
DISCUSSION

Colin Kelly, Official Trustee and Advisory Committee Members discussed the outstanding deficiencies at Gift Lake School. There is a meeting scheduled for June 2, 2016 with Infrastructure to discuss bonding for equipment that is not working and warranty has expired.

LSBC MEETING
MINUTES
RECEIVED

24103/16

Colin Kelly, Official Trustee moved that the Board of Trustees receive the Local School Board Committee meeting minutes as information, as listed below:

LSBC NAME	DATE OF MEETING
Bishop Routhier	November 2, 2015
	December 6, 2015
	February 4, 2016
Chipewyan Lake	March 3, 2016
	April 5, 2016
	January 19, 2016
Conklin	February 3, 2016
	March 24, 2016
	April 19, 2016
East Prairie	April 18, 2016
	April 21, 2016
	April 11, 2016
Grouard	January 11, 2016
	January 14, 2016
	February 4, 2016
Janvier	February 16, 2016
	April 27, 2016
	April 12, 2016
Little Buffalo	April 12, 2016
	March 16, 2016
	April 6, 2016
Paddle Prairie	May 9, 2016
	April 5, 2016
Pelican Mountain	April 5, 2016
Susa Creek	April 20, 2016
Trout Lake	April 12, 2016
	May 9, 2016
Wabasca	April 12, 2016

CARRIED

ADMINISTRATIVE
ACTION –
CURRENT LSBC
MEETING
MINUTES
RECEIVED

24104/16

Colin Kelly, Official Trustee moved that the Board of Trustees approve of the action taken by Administration with respect to Local School Board Committee minutes received, as listed below:

LSBC NAME	DATE OF MEETING	Motion No.	Action Taken
Bishop	Nov. 2, 2015		As presented
Routhier	Dec. 6, 2015		As presented
Chipewyan	Feb. 4, 2016		As presented
Lake	Mar. 3, 2016		As presented
	Apr. 5, 2016		As presented

Conklin	Jan. 19, 2016		As presented
	Feb. 3, 2016		As presented
	Mar. 24, 2016		As presented
	Apr. 19, 2016		As presented
East Prairie	Apr. 18, 2016		As presented
Fort McKay	Apr. 21, 2016	Comment – 8. New Business - SGF – this was discussed..	Administration
Gift Lake	Apr. 11, 2016		As presented
Grouard	Jan. 11, 2016		As presented
	Jan. 14, 2016		As presented
	Feb. 4, 2016		As presented
	Feb. 16, 2016		As presented
Janvier	Apr. 27, 2016		As presented
Little Buffalo	Apr. 12, 2016		As presented
Paddle Prairie	Mar. 16, 2016		As presented
	Apr. 6, 2016		As presented
	May 9, 2016		As presented
Pelican Mountain	Apr. 5, 2016	0504052016	Exclude
Susa Creek	Apr. 20, 2016		As presented
Trout Lake	Apr. 12, 2016		As presented
	May 9, 2016		As presented
Wabasca	Apr. 12, 2016		As presented

CARRIED

COVERING
MOTION, IN LIEU
DAYS FOR
ADMINISTRATION

24105/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to the 2015-2016 in-lieu days for administrators.

CARRIED

COVERING
MOTION, ANNUAL
EDUCATION
RESULTS REPORT/
ANNUAL PLAN

24106/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relates to the 2014-2015 Annual Education Results Report, 2015–2016 Annual Plan.

CARRIED

COVERING
MOTION,
ORGANIZATIONAL
PLANS

24107/16 Colin Kelly, Official Trustee moved that the Board of Trustees receive as information and refer to administration, all Local School Board Committee motions which relate to Organizational Plans.

CARRIED

RECESS		The meeting recessed at 2:46 p.m. The meeting reconvened at 3:00 p.m.
SUPERINTENDENT'S REPORT	24108/16	Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Superintendent's Report as presented and attached. CARRIED
CHAIRMAN'S REPORT	24109/16	Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Chairman's Report as presented and attached. CARRIED
SECRETARY – TREASURER'S REPORT	24110/16	Colin Kelly, Official Trustee moved that the Board of Trustees accept as information the Secretary-Treasurer's Report as presented and attached. CARRIED
REPORTS FOR INFORMATION	24111/16	Colin Kelly, Official Trustee moved that the Board of Trustees receive the following Reports for Information items: <ul style="list-style-type: none">- Proposed Education Partnership with Bigstone Cree First Nation and NSD in Contract with the University of Calgary.- ASEBP Premium Rate Notification- By-Election Update- Copier Contract Update- List of Acronyms- Payment of Accounts Colin Kelly, Official Trustee requests administration to review summer school set up in the communities of Janvier, Anzac and Fort McKay. CARRIED
ADJOURN		The meeting adjourned at 3:53 p.m.

CLOSING PRAYER

Elmer Gullion, Advisory Committee member gave the closing prayer.

Colin J. Kelly, Official Trustee

Trudy Rasmuson, Secretary-Treasurer

Recording Secretary: Melanie Mantai, Executive Secretary Finance