



# MINUTES

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## Golden Hills School Division

### Regular Meeting of the Board of Trustees

Location: Boardroom of the Golden Hills School Division

Start Time: 9:30 AM

**Tuesday, December 13, 2022 (9:30 AM)**

#### 1.0 Attendance

##### Present:

a) Chair

- Laurie Huntley

b) Vice Chair

- Barry Kletke

c) Trustees

- Rob Pirie (via Zoom until 11:42 a.m.)
- Justin Bolin
- Jim Northcott

d) Superintendent

- Bevan Daverne

e) Deputy Superintendent

- Wes Miskiman

f) Associate Superintendent

- Jeff Grimsdale (excused himself at 1:55 p.m.)

g) Secretary Treasurer

- Tahra Sabir

h) Recording Secretary

- Kristy Polet

##### Absent:

c) Trustee

- Jen Mertz

#### 2.0 Call to Order

Chair Huntley called the meeting to order at 9:35 a.m.

Chair Initials \_\_\_\_\_ Secretary Treasurer Initials \_\_\_\_\_

### 3.0 Acknowledgment

In the spirit of reconciliation, we acknowledge that we live, work, and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.

### 4.0 In Camera

#### 4.1 In Camera

**Recommendation: BD#20221213.1001**

**MOVED by Trustee Northcott** that the Board of Trustees go In Camera at 9:36 a.m.

Senior Administrators were excused from the meeting at 10:16 a.m.

Returned to the meeting at 10:53 a.m.

#### 4.2 Out of In Camera

**Recommendation: BD#20221213.1002**

**MOVED by Trustee Kletke** that the Board of Trustees rise from In Camera at 11:42 a.m.

### 5.0 Approval of Agenda

#### 5.1 Approval of Agenda

**Recommendation: BD#20221213.1003**

**MOVED by Trustee Kletke** that the Board of Trustees approve the agenda as amended.

- Action Item addition: 9.3 Legal Personal Matter

### 6.0 Welcome Public, Vision and Mission Statements

### 7.0 Presentation of Minutes

#### 7.1 Regular Minutes of November 29, 2022

**Recommendation: BD#20221213.1004**

**MOVED by Trustee Bolin** that the Board of Trustees approve the Regular Minutes of November 29, 2022 as presented.

### 8.0 REPORTS

#### A) Chair's Report

Chair Huntley presented information on the following topics:

- Congratulated Trustees Barry Kletke and Jim Northcott for receiving the Queen Elizabeth II's Platinum Jubilee Medal.

#### B) Board Committees

Trustee Northcott presented information on the Alberta School Boards Association (ASBA) Zone 5 meeting that took place December 2, 2022.

- Next ASBA Zone 5 meeting is January 13, 2023.

Chair Kletke had no new information to present on the Public School Boards' Association of Alberta (PSBAA).

### **C) Board Representatives to External Organizations**

Nothing to report on currently.

### **D) Administration Reports**

Secretary Treasurer Sabir presented information on the following topics:

- Trinity Christian Academy Modulars update:
  - Occupancy for the Modulars approved staff and students will move in after the Christmas break.
- Boiler at Prairie Christian Academy has been completed, the boiler at Brentwood School will be complete the week of December 19, 2022.
- Wheatland Crossing Fitness Centre – have building permit and in process of getting various quotes.
- Transportation - continued relief driver shortage, doubling up runs, this causes late arrivals at schools, continuing driver training and S-endorsement classes.
- Strathmore High School parking lot - have been in contact with Magnum Cementing Services Ltd.

Deputy Superintendent Miskiman presented information on the following topics:

- HR Update:
  - Teacher Recruitment - have been attending career fairs in person.
    - SFU Teaching Opportunities Fair (British Columbia)
    - University of Regina Careers Day
    - Mount Royal University
    - Education Job Fairs at:
      - Ambrose University
      - University of Lethbridge
      - University of British Columbia
      - University of Alberta
      - University of Calgary
      - University of Regina
      - University of Saskatchewan
      - King's University
    - Apply to Education (Spring Job Fair)
    - Concordia University
- Workers Compensation Rates (WCB) - received a discount in our 2023 WCB Rates.

Associate Superintendent Grimsdale presented information on the following topics:

- Leadership work with Katie White, Educational Consultant, nine sessions to date.
- January 31, 2023 is the next Professional Development Day.

Superintendent Daverne presented information on the following topics:

- Discussed Christmas break, last day of school is December 23, students return back to school January 9, 2023.
- Illnesses have been hitting all age ranges in schools, not a huge influx of students out.

Recessed at 12:09 p.m.

Reconvened at 1:17 p.m.

## 9.0 NEW BUSINESS

### A) Action Items

#### 9.1 Locally Developed and/or Acquired Courses (J. Grimsdale)

**Recommendation: BD#20221213.1005**

**MOVED by Trustee Kletke** that the Board of Trustees authorizes the locally developed acquired courses and any learning resources detailed in the course outline for use in Golden Hills School Division.

- Hindi Language and Culture 15-3Y, January 1, 2023, until August 31, 2025, Strathmore High School.

#### 9.2 Board Policy 13 - Appeals and Hearings Regarding Student Matters (B. Daverne)

**Recommendation: BD#20221213.1006**

**MOVED by Trustee Bolin** that the Board of Trustees approve the updated Policy 13: Appeals and Hearing Regarding Student Matters.

#### 9.3 Legal Personnel Matter (B. Daverne)

**Recommendation: BD#20221213.1007**

**MOVED by Trustee Northcott** that the Board of Trustees, in response to matter 2022-001, Trustee Huntley is to form an Ad Hoc subcommittee of the Board of Trustees authorized to carry out all matters described below including all of the following authority:

- a. to retain and instruct legal counsel and consultants as deemed appropriate, which may be necessary to fully review and consider matter 2022-001 and to direct the payment of related fees;
- b. to seek information and direct any Division employee with respect to carrying out completing the review of matter 2022-001;
- c. notwithstanding Board Policy 11 Delegation of Authority and Board Policy 12 Role of the Superintendent, the Subcommittee shall have full authority to direct the review of matter 2022-001 to fully review and consider the matter as it relates to any Golden Hills School Division employee;
- d. to establish and carry out a communications plan and to allow the subcommittee to be the spokesperson for the Board of Trustees relative to this matter; and
- e. to report back to the Board of Trustees respecting any decisions made, or suggested actions, or recommendations in response to matter 2022-001.

### B) Information Items

#### 9.4 Enrolment Monitoring Report (November) (T. Sabir)

**Recommendation:**

Secretary Treasurer Sabir presented information on Enrolment for the Month of November 2022.

**9.5 Technology Services Report (J. Grimsdale)**

**Recommendation:**

Associate Superintendent Grimsdale presented information on the primary role of the Technology Services that supports the teachers, staff, and students throughout Golden Hills School Division. Technology infrastructure is key to supporting Powerful Learning whether in school or at home.

**9.6 International Program Report (B. Daverne)**

**Recommendation:**

Superintendent Daverne presented information on Golden Hills International Program, which provides opportunity for our resident students to experience global competencies by interacting with students around the world. Our international students have the opportunity to learn English and benefit from quality academic programming.

**9.7 Annual Education Results Report (AERR) (B. Daverne)**

**Recommendation:**

No new information to discuss at this time. The final Annual Education Results Report (AERR) will be presented to the Board at the January 24, 2023, meeting.

**9.8 Employee Handbook (New and Updated) (W. Miskiman)**

**Recommendation:**

Deputy Superintendent Miskiman presented information on new and updated Employee handbooks to the Board of Trustees. The Employee handbooks are evergreen documents that may be adjusted from year to year.

**9.9 Administrative Procedures 161 and 380 (B. Daverne)**

Superintendent Daverne presented information around the revisions to administrative procedures 161 - Harassments and 380 - Student Appeals and Dispute Resolution.

**10.0 ADJOURNMENT**

**10.1 Adjournment**

**Recommendation: BD#20221213.1008**

The Board of Trustees adjourned at 2:23 p.m.

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Chair

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Secretary Treasurer