

The Regular Meeting of the Board of Trustees of Pembina Hills School Division was held on October 14, 2020 at Regional Office. In attendance were Trustees J. Tuininga, W. Scinski, K. McElroy, J. Lefebvre and J. Carson. Also, in attendance were Superintendent D. Garbutt, Secretary Treasurer T. Leigh, Assistant Superintendent, Education Services M. Thiesen and Director of Facilities T. Tyreman. Joined by video-conferencing was Trustee J. Comeau.

Call to Order

Chair Tuininga called the meeting to order at 9:03 a.m.

Acknowledge Statement

Chair Tuininga recited the acknowledgement statement from Administrative Procedure 60-20 Honoring First Nations, Metis and Inuit Culture.

Amendments to the Agenda

The following amendments were made to the Agenda.

Add: Barrhead Composite High School Council meeting on October 8, 2020

Add: Policy Committee meeting on October 7, 2020

Adopting the Agenda – October 14, 2020

7890/10/20 Moved by Trustee Carson that the agenda be adopted as submitted and amended.

Carried

Adopting the Minutes – Regular Meeting September 23, 2020

7891/10/20 Moved by Trustee Lefebvre that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills School Division held on September 23, 2020 be adopted as circulated.

Carried

Action Items

1. Alternate Calendar Change Request - PNCS

Pembina North Community School wishes to move their May 14, 2021 alternate day to February 12, 2021 to allow them to host Trickster Theatre from May 10 -14, 2021.

7892/10/20 Moved by Trustee Scinski that the Board approve the change request to the Pembina North Community School alternate calendar as presented.

Carried

2. Alberta School Boards Association (ASBA) – Awards

The Alberta School Boards Association (ASBA) is requesting feedback from member boards on the revised 2021 ASBA awards. Information will need to be collected and submitted to Zone Chairs on or before the following deadlines:

Friends of Education Award	September 24, 2021
Long Service Award	September 24, 2021
Community Engagement Award	September 24, 2021
Zone Appreciation Award	June 18, 2021

Trustees discussed the proposed changes to the awards and provided feedback for Trustee Carson, the Zone 2/3 representative.

7893/10/20 Moved by Trustee McElroy that the Board have Trustee Carson, as the Zone 2/3 representative, bring feedback to the zone regarding the draft Alberta School Boards Association 2021 awards.

Carried

3. Rural Caucus of Alberta School Boards – Elections

The Rural Caucus of Alberta School Boards has recommended that the current executive members (Vice Chair and one Director) remain in their positions for one more year. The individuals have agreed to stay on for one more year and it would be the last year of the trustee term. Board representative are asked to email a vote for extending the term by one year for the 2 executive positions.

Trustees discussed and agreed to support the proposed recommendation.

7894/10/20 Moved by Trustee Scinski that the Board have Trustee McElroy email the Boards' vote to the Rural Caucus of Alberta School Boards.

Carried

4. Policy Committee Recommendations

a) Policy 01 – Foundation Statements

7895/10/20 Moved by Trustee Carson that the Board adopt Policy 01 Foundation Statements as presented and recommended by the Policy Committee.

Carried

b) Policy 02 – Role of the Board

7896/10/20 Moved by Trustee McElroy that the Board adopt Policy 02 Role of the Board as presented and recommended by the Policy Committee.

Carried

c) Policy 03 – Role of the Trustee

7897/10/20 Moved by Trustee Lefebvre that the Board adopt Policy 03 Role of the Trustee as presented, recommended and amended by the Policy Committee.

Carried

d) Policy 04 – Trustee Code of Conduct

7898/10/20 Moved by Trustee Comeau that the Board adopt Policy 04 Trustee Code of Conduct as presented and recommended by the Policy Committee.

Carried

e) Policy 04 – Trustee Code of Conduct Sanctions – Appendix

7899/10/20 Moved by Trustee Carson that the Board adopt Policy 04 Trustee Code of Conduct Sanctions Appendix as presented and recommended by the Policy Committee.

Carried

f) Policy 08 – Committees of the Board

7900/10/20 Moved by Trustee Lefebvre that the Board adopt Policy 08 Committees of the Board as presented and recommended by the Policy Committee.

Carried

g) Policy 08 – Committees of the Board – Appendix A – Committee List

7901/10/20 Moved by Trustee Carson that the Board adopt Policy 08 Committees of the Board – Appendix A – Committee List as presented and recommended by the Policy Committee.

Carried

h) Policy 08 – Committees of the Board – Appendix B – Audit Committee

7902/10/20 Moved by Trustee Lefebvre that the Board adopt Policy 08 Committees of the Board – Appendix B – Audit Committee as presented and recommended by the Policy Committee.

Assurance Reports and Information Updates

1. Facilities/OH&S Information Update

Capital Maintenance and Renewal (CMR) projects are to be completed by October 31, 2020. The only project that's still in process is the roof at Westlock Elementary School but it's expected to be complete on time. We were approved for \$2.5M and the following projects have been completed:

- WES – Boiler and Roof Replacement
- RFS – Boiler and Roof Replacement, Hallway Upgrade, Washroom/Change Room
- FA – Roof Replacement
- Swan Hills – Roof Replacement

In preparation for budget 2021, Alberta Education has requested a list of priority maintenance and renewal projects for the 2021/22 fiscal year. It's not clear whether this will replace the Infrastructure Maintenance and Renewal (IMR) program for next year. If CMR replaces IMR than boards lose the autonomy to choose which projects to complete each year and there could be maintenance items that could come up that aren't approved projects. Boards would potentially have to cover the cost for the additional maintenance for unforeseen projects. The following projects will be submitted for CMR priorities for 2021/22.

- Busby – New Gymnasium and Convert Existing Gym into Library/Music room
- BCHS – Replacement Sewer Lift Station, Junior High HVAC, 2 Science Lab Renovations
- Swan Hills – New Roof Membrane
- WES – 6 Washroom Renovations
- BES – New Exterior Doors and Hardware
- All Sites – Security Alarm Update, Upgrade Emergency Lighting, Exit Fixtures and P.A. Systems

The following Infrastructure Maintenance and Renewal (IMR) Projects were completed in 2019-20.

- BCHS – Server Room A/C, Room 56 Classroom Renovation
- Busby – Kindergarten/Library Renovation
- Dunstable – Kitchen Renovation
- NPCS – Science Room Wall
- RFS – Bus Parking Asphalt, Jr High/Library Wing, Fire Panel, Cafeteria Washroom

- Swan Hills – Gym Floor Refinishing, East Washroom Renovation
- WES – Parking Lot Resurfacing, Air Handling Units, Gym Floor Refinishing

An Occupational Health & Safety Officer conducted inspections at Busby, Dunstable and Barrhead Elementary schools. Neerlandia is scheduled to be inspected on October 16, 2020. The inspection focused on proactive measures in relation to the COVID-19 pandemic. The inspection was successful and there were no issues to be addressed.

7903/10/20 Moved by Trustee Scinski that the Board receive the Facilities and OH&S information update as presented.

Carried

Assistant Superintendent, Education Services M. Thiesen joined the meeting.

Information Items

The following information items were presented:

1. Administrative Procedure 60-10 Student Assessment, Evaluation and Reporting
2. Administrative Procedure 40-18 Teacher Hearings
3. Administrative Procedure 40-13 Employee Discipline
4. Administrative Procedure 40-19 Employee Reduction
5. Student Enrolment – September 30, 2020
6. Occupational Health & Safety Reports
7. Extracurricular Activities

Committee Meetings – September 23 to October 13, 2020

1. Barrhead Elementary School Council Meeting – September 23, 2020
2. Dunstable Parent Advisory Council Meeting – September 24, 2020
3. Ecole Westlock Elementary School Council Meeting – September 24, 2020
4. Alberta School Board Association Zone 2/3 Meeting – September 25, 2020
5. Teachers' Employer Bargaining Association Meeting – September 25, 2020
6. Neerlandia Public Christian School Council Meeting – September 28, 2020
7. Indigenous Education Advisory Committee – September 29, 2020
8. Alberta School Board Association Executive (ASBA) and Zone 2/3 Directors – September 29, 2020
9. Fort Assiniboine School Council Meeting – September 30, 2020
10. Yellowhead Regional Library Board of Trustees Meeting – October 5, 2020
11. Teachers' Employer Bargaining Association Meeting – October 5, 2020
12. R.F. Staples School Council Meeting – October 7, 2020
13. Policy Committee Meeting – October 7, 2020
14. Barrhead Composite High School Council Meeting – October 8, 2020

Celebrations

1. Orange Shirt Day

Board Calendar

7904/10/20 Moved by Trustee McElroy that the meeting recess until 12:25 p.m.

Land, Legal, Labour (In-Camera)

7905/10/20 Moved by Trustee Scinski that the meeting convene as an In-Camera Session to discuss land, labour, legal matters. Carried

7906/10/20 Moved by Trustee Lefebvre that the meeting reconvene as a Regular Meeting. Carried

7907/10/20 Chair Tuininga declared the meeting adjourned at 1:20 p.m.

Board Chair

Secretary Treasurer