

The Regular Meeting of the Board of Trustees of Pembina Hills School Division was held on March 17, 2021 at Regional Office. In attendance by video-conferencing were Trustee J. Tuininga, K. McElroy, W. Scinski, J. Carson, J. Comeau and J. Lefebvre. Also, in attendance were Superintendent D. Garbutt, Treasurer T. Leigh, Director of Transportation S. Haitel, and Executive Assistant C. Watson.

Call to Order

Chair Tuininga called the meeting to order at 9:00 a.m.

Acknowledge Statement

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

Amendments to the Agenda

The following amendments were made to the Agenda.

Move: 2021-2024 Three-Year Capital Plan to April 14th Board Meeting

7998/03/21

Adopting the Agenda – March 17, 2021

Moved by Trustee Carson that the agenda be adopted as submitted and amended.

Carried

7999/03/21

Adopting the Minutes – February 24, 2021

Moved by Trustee Comeau that the Minutes of the Regular Meeting of the Board of Trustees of Pembina Hills School Division held on February 24, 2021 be adopted as circulated.

Carried

Action Items

1. 2021-2022 Neerlandia Public Christian School Alternate School Calendar

In follow-up to the last Board Meeting on February 24, 2021, Superintendent Garbutt made amendments to the 2021-2022 Neerlandia Public Christian School Alternate School Calendar by changing alternate operational days to align with other schools.

8000/03/21

Moved by Trustee Lefebvre that the Board adopt the 2021-2022 Alternate School Year Calendar as recommended for Neerlandia Public Christian School.

Carried

2. 2021-2022 Transportation Rates Annex (RA4)

Annually the Board establishes transportation fees for in-town, rural students accessing transportation to a school of choice and students accessing alternate sites.

In-town transportation isn't funded by Alberta Education because students live within 2.4 kilometers of their designated school and has historically been subsidized. An analysis was done to determine whether fees or routes could be

adjusted to cover the cost of providing the service. The analysis uses the number of students who rode the bus in 2019-2020 since COVID-19 reduced the number of riders this year. Those student numbers were then used to calculate what the fees could have been using the 2020-2021 rates if the number of students remained constant. Using these calculations, the Division would have subsidized the in-town transportation \$53,187 (based on current year student riders it is costing \$71,807).

At the Regular Board meeting held on February 24th, administration provided several options for the Board to consider in setting the in-town transportation fees for 2021-2022. With the exception of Option 5, the options presented were intended to achieve cost recovery of providing the service. The Board requested additional options to consider. All options presented for consideration are based on a best-case scenario and should be used as an estimate to achieve cost recovery.

Options 6 and 7: Continue to subsidize at a lower cost and keep fees low

Combine the two routes in Barrhead and Westlock and charge fees of \$400/student. Whether Kindergarten students pay 100% or 50% fees would determine how much we would subsidize.

Option 8: Cost recovery over 2 years

Combine the two routes in Barrhead and Westlock and charge fees of \$415/student in 2021-2022 and increase fees to \$470/student in 2022-2023, at which time we would be at the point of cost recovery, assuming all factors remain equal.

Option 9: Cost recover over 3 years

Combine the two routes in Barrhead and Westlock and charge fees of \$396.50/student in 2021-2022, increase fees to \$433/student in 2022-2023 and increase fees again to \$470 in 2023-2024. At that time, we would be in a cost recovery position, assuming all factors remain equal.

Option 10: Separate fees for Barrhead/Westlock and Swan Hills

Combine the two routes in Barrhead and Westlock and charge fees of \$400/student (Kindergarten pay 50%). Keep the route in Swan Hills and charge a separate rate so families in Barrhead and Westlock aren't subsidizing that route. The fees for Swan Hills would be \$800/student to cover the cost of the route.

Combining the routes in Barrhead and Westlock would result in extended ride times by approximately 20 minutes. The first pick up in the morning would be 7:45 a.m. instead of 8:06 a.m. The Swan Hills bus would be reduced from a 66-passenger to a 58-passenger bus to increase the utilization rate.

Administration recommended Option 3 from the original options provided. This option sets the fees at \$450 per student with Kindergarten paying 100% of the fee. A utilization threshold of 35% to operate an in-town bus is also recommended. If an in-town route falls below 35% utilization, the route would no longer be offered.

Only one route will be offered in-town unless a second route can be offered on a cost recovery basis. Lastly, it's recommended that priority be given to students in PUF/Kindergarten to Grade 6.

8001/03/21 Moved by Trustee McElroy that the Board adopt the Transportation Fees Rates Annex 4 (RA 4) as recommended.

Defeated

8002/03/21 Moved by Trustee Carson that the Board adopt the Transportation Fees Rates Annex 4 (RA4) as outlined in Option 8.

Defeated

Chair Tuininga requested that Treasurer Leigh take Option 8 and show what the fees would be if PUF/Kindergarten students paid 100% of the transportation fee instead of 50%. The change reflected that the transportation fee would be \$415 per year.

8003/03/21 Moved by Trustee Carson that the Board adopt for the 2021-2022 school year that the transportation fee for in-town service in Rates Annex 4 be set at \$415.

- Rates for PUF/Kindergarten students are prorated at 50%
- Priority will be given to students in PUF/Kindergarten to Grade 6
- A route for in-town service will not be offered if it falls below a utilization rate of 35%
- Only one route will be offered in-town unless a second route can be offered on a cost-recovery basis

Carried

10:18 a.m. *Transportation Director Haitel and Treasurer Leigh left the meeting.*

3. Policy Committee Recommendations

- a) Policy 05 - Role of the Board Chair
- b) Policy 07-01 – Board Operations Organizational Meeting
- c) Policy 07-04 – Board Operations Electronic Meetings
- d) Policy 08 – Committees of the Board – Appendix A
- e) Policy 12 – Superintendent Evaluation – Appendix A
- f) Policy 13 – Appeals and Hearing Regarding Student Matters
- g) Policy 14 – Hearings on Teacher Transfers
- h) Policy 15 – Grade Configuration and School Closures
- i) Policy 16 – Recruitment and Selection of Personnel
- j) Policy 17 – Student Transportation Services
- k) Policy 18 – Curriculum – Provincial and Alternative Programs
- l) Policy 19 – Welcoming, Caring, Respectful and Safe Learning Environment

- m) Policy 22 – Public Disclosure of Travel and Expenses
- n) Policy 28 – Public Solicitations of the Board

8004/03/21	Moved by Trustee Carson that the Board adopt the revised Policy 05 - Role of the Board Chair as presented by the Policy Committee.	Carried
8005/03/21	Moved by Trustee McElroy that the Board adopt the revised Policy 07-01 – Board Operations Organizational Meeting as presented by the Policy Committee.	Carried
8006/03/21	Moved by Trustee Comeau that the Board adopt the revised Policy 07-04 – Board Operations Electronic Meetings as presented by the Policy Committee.	Carried
8007/03/21	Moved by Trustee Carson that the Board adopt the revised Policy 08 – Committees of the Board – Appendix A as presented by the Policy Committee.	Carried
8008/03/21	Moved by Trustee Lefebvre that the Board adopt the revised Policy 12 – Superintendent Evaluation – Appendix A as presented by the Policy Committee.	Carried
8009/03/21	Moved by Trustee Carson that the Board adopt the revised Policy 13 – Appeals and Hearing Regarding Student Matters as presented by the Policy Committee.	Carried
8010/03/21	Moved by Trustee Comeau that the Board adopt the revised Policy 14 – Hearings on Teacher Transfers as presented and amended by the Policy Committee.	Carried
8011/03/21	Moved by Trustee Lefebvre that the Board adopt the revised Policy 15 – Grade Configuration and School Closures as presented by the Policy Committee.	Carried
8012/03/21	Moved by Trustee Carson that the Board adopt the revised Policy 16 – Recruitment and Selection of Personnel as presented by the Policy Committee.	Carried
8013/03/21	Moved by Trustee McElroy that the Board adopt the revised Policy 17 – Student Transportation Services as presented by the Policy Committee.	Carried
8014/03/21	Moved by Trustee Lefebvre that the Board adopt Policy 18 – Curriculum – Provincial and Alternative Programs with the removal of the last paragraph as recommended by the Policy Committee.	

Carried

- 8015/03/21 Moved by Trustee Comeau that the Board adopt the revised Policy 19 – Welcoming, Caring, Respectful and Safe Learning Environments as presented and amended by the Policy Committee. Carried
- 8016/03/21 Moved by Trustee Carson that the Board adopt the revised Policy 22 – Public Disclosure of Travel and Expenses as presented by the Policy Committee. Carried
- 8017/03/21 Moved by Trustee McElroy that the Board adopt Policy 28 – Public Solicitations of the Board as presented by the Policy Committee. Carried

Information Items

1. Early Learning Preschool Program – Is Your Child Ready for Preschool?
2. Infographic on Bus Speed Limit
3. Vista Virtual School – Summer School
4. Yellowhead Regional Library Allotment Statement

Committee Meetings – February 24, 2021 – March 16, 2021

1. Alberta Education Provincial Budget Meeting with Minister LaGrange
2. Alberta School Board Association – Trusteeship: Why It Matters
3. Alberta Transportation Minister McIver - Telephone Meeting
4. Barrhead Elementary School – Citizenship Award Presentation
5. Indigenous Leaders Panel session hosted by the Canadian School Boards Association (CSBA)
6. Pembina Hills Board Planning Meeting
7. Pembina Hills Division Planning Meeting
8. Pembina Hills Policy Committee Meeting
9. Pembina Hills Professional Development Day
10. Yellowhead Regional Library Meeting

Celebrations

1. Citizenship Award Winner – Adeline McGinn, Barrhead Elementary School
2. Danica Pyper-Raymond receives the Exemplary Teacher Award
3. Substitute Teacher Appreciation Week 2021
4. Terry Kuyek receives the Exemplary Community Partner Award

Land, Legal, Labour (In-Camera)

- 8018/03/21
11:19 a.m. Moved by Trustee Lefebvre that the meeting convene as an In-Camera Session to discuss land, labour, legal matters.

Carried

8019/03/21
11:43 a.m.

Moved by Trustee Scinski that the meeting reconvene as a Regular Meeting.

Carried

8020/03/21

Adjournment

Chair Tuininga declared the meeting adjourned at 11:43 a.m.

Jennifer Tuininga
Jennifer Tuininga (Apr 19, 2021 09:32 MDT)

Jennifer Tuininga
Board Chair

Watson

Charlotte Watson
Executive Assistant