

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF PRAIRIE LAND REGIONAL DIVISION #25  
Wednesday, February 27, 2018, at Hanna

*Each student, upon school completion, will be prepared to continue further education or enter the world of work as productive community members responsible for their own actions and considerate of others.*

Present:

Holli Smith	Chair
Shandele Battle	Lindsay Bond
Tammy Burns	Shauna Davies
Barry Davis	Marsha Tkach
Cam McKeage	Superintendent
Steve Nielsen	Deputy Superintendent
Sharon Orum	Secretary Treasurer
Jennifer Cooper	Administrative Assistant

Absent with Regrets:

Gwen Hampton

Media -- ECA Review Report Linda Stillinger  
Hanna Herald Reporter Jackie Irwin

<b>Call to Order</b>	Chair H. Smith called the regular meeting of Prairie Land Regional Division #25 to order at 10:00 a.m. It was recognized that the meeting is being held on Treaty Seven Territory.
<b>Review of Agenda</b>	<b>Motion 2017-2018-68 – B. Davis</b> That the agenda be amended to include the following items: 8H AP 312 Disaster Plans 8I UCP Platform Discussion 8J Board Policy 6 – Board Operations 15Di ASBA 15Aiii Staff 15Aiv Field Trip <p style="text-align: right;"><b>Carried</b></p>
<b>Priority of Agenda Items</b>	Agenda items 8A, 8B and 8C will be moved to the end of Board Direction.

<b>Review of Action Sheet</b>	There was no action sheet for this meeting.
<b>Adoption of the January 24, 2018 Regular Board Minutes</b>	<b>Motion 2017-2018-69 – M. Tkach</b> That the minutes of the January 24, 2018 Board meeting be adopted as presented. <p style="text-align: right;"><b>Carried</b></p>
<b>Review of Board Annual Work Plan</b>	The Board Annual Work Plan items were reviewed.
<b>ASBA Proposed Policy Submissions</b>	At this time there are no proposed policy submissions for ASBA.
<b>PSBAA Award Nomination</b>	There are no nominations for the PSBAA awards.
<b>Board Working Session – March 13, 2018</b>	March 13, 2018 will be the working session day for the strategic plan and advocacy plan. All trustees will be present. It will start at 9:00 a.m.
<b>2018-2019 Draft Budget Guiding Principles</b>	The secretary treasurer reviewed the 2018-2019 draft budget guiding principles. Discussion was held on child care programs and the need in some communities. The secretary treasurer discussed the school office support calculations and that currently PLRD does not have a formula for allocation of support staff. Administration was directed to prepare a draft school office support allocation formula based on the report of other school divisions' current formulas.
<b>Board &amp; School Council Meeting</b>	The tentative dates selected for the Board & School Council meeting are March 26 or March 28 at 7:00 p.m. at Central Office. This agenda item will be further discussed later in the meeting.
	Human Resources Administrator Lenore Etherington entered the meeting at 11:34 a.m.
<b>Human Resources Department Report – Lenore Etherington</b>	L. Etherington provided an overview of the human resources duties and portfolio.
	L. Etherington left the meeting at 11:56 a.m.

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<b>Board &amp; School Council Meeting Continued</b>	Tentative agenda items are guiding principles within the budget, funds allocation, safety protocols and a child care option.
<b>MLA Meeting</b>	The tentative dates selected for the MLA meeting are March 26 at 5:00 p.m. or April 24 at 9:00 a.m. A suggested meeting topic is the Education Policy and platform. Once a date is selected agenda items will be chosen.
<b>AP 312 – Disaster Plans</b>	<p>T. Burns questioned if there is a plan in place at J.C. Charyk Hanna School regarding all the glass windows and what the safety measures are. Concerns have been expressed with being able to enter the school through all the doors in the building. The superintendent stated that at the start of every year the principals review their school disaster plans with staff, K. Spath and the superintendent.</p> <p>Administration was directed to look into sending information to parents of J.C. Charyk Hanna School regarding the glass and why it was chosen for the school development regarding the open learning concept.</p>
<b>UCP Platform</b>	There was a UCP party leader coming to Hanna but the trustees were not aware of it. The Board Chair asked that if any trustees receive information regarding the next visit to please let them know.
<b>Board Policy 6 – Board Operations</b>	The Board Chair discussed Board Policy 6 and the revision regarding submitting committee reports. Revisions were made to Board Policy 6. The trustee committee reports will be placed in a binder that will be located in the Board room for review and information.
	<p><b>Motion 2017-2018-70 – S. Battle</b> That <i>Board Policy 6 – Board Operations</i>, be approved as amended.</p> <p style="text-align: right;"><b>Carried</b></p>
	J. Irwin and L. Stilling left the meeting at 1:02 p.m.
<b>Recess</b>	Recessed for lunch at 1:03 p.m.
<b>Reconvene</b>	Reconvened at 1:38 p.m.

<b>Motion to Move In Camera</b>	<p><b>Motion 2017-2018-71 –B. Davis</b> That the Board move in camera at 1:39 p.m. to discuss the following items:</p> <ul style="list-style-type: none"> <li>• ATA</li> <li>• Staff</li> <li>• Field Trip</li> <li>• PSBAA</li> <li>• ASBA</li> </ul> <p style="text-align: right;"><b>Carried</b></p>
<b>Motion to Rise From In Camera</b>	<p><b>Motion 2017-2018-72– T. Burns</b> That the Board rise from in camera at 2:24 p.m.</p> <p style="text-align: right;"><b>Carried</b></p>
<b>Around the Division</b>	<p>The superintendent shared happenings from around the division.</p>
<b>PLRD Three-year Capital Plan</b>	<p>The superintendent reviewed the three-year capital plan. M. Tkach requested the ten-year facility audit report be shared with the Board.</p>
<b>Board Policy 10 – Board Delegation of Authority</b>	<p>The trustees reviewed Board Policy 10 using the new policy review form. Board Policy 10 will be reviewed at the March 20, 2018 Board meeting.</p>
<b>Board Policy 11 – Role of the Superintendent</b>	<p>This was postponed to the March 20, 2018 Board meeting.</p>
<b>Board Policy 12 – Appeals and Hearings Regarding Student Matters</b>	<p>This was postponed to the March 20, 2018 Board meeting.</p>
<b>Alberta School Councils Association (ASCA) Letter</b>	<p>The Board Chair received a letter from ASCA regarding the ASCA conference and AGM being held on April 20-22, 2018. The Board Chair will attend this conference. The conference information will be sent out to School Council Chairs.</p>
<b>ASBA Zone 5</b>	<p>M. Tkach reported on the ASBA Zone 5 meeting.</p>
	<p>B. Davis left the meeting at 3:00 p.m.</p>
<b>PSBAA</b>	<p>H. Smith attended the PSBC meeting held on February 8 - 10, 2018.</p>

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<b>Shaping the Futures Rural Caucus</b>	H. Smith, T. Burns and S. Davies attended the Shaping the Futures conference held on February 1-3, 2018.
<b>Request for Information</b>	There were no requests for information.
<b>Round Table</b>	Trustees provided reports.
<b>Recognition and Acknowledgement</b>	The Board acknowledged the mixed curling team from Delia and J.C. Charyk Hanna Schools that captured gold at the ASAA South Central Zone Championships held on February 12 & 13, 2018. The team comprised of Jared Mason and Presley Battle from Delia School, and Kali Richardson and Ryan Francis from J.C. Charyk Hanna School, will now be traveling to St. Albert for the ASAA Provincial Championships from March 1-3, 2018.
<b>Board Highlights</b>	The Board set the following items as <i>Board Highlights</i> : <ul style="list-style-type: none"><li>• 2018-2019 Divisional Calendar</li><li>• High School Curling</li></ul>
<b>Adjournment</b>	The meeting was adjourned at 3:59 p.m.

  
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Holli Smith  
Board Chair

  
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Sharon Orum  
Secretary-Treasurer

