

**BUFFALO TRAIL PUBLIC SCHOOLS**

Tuesday, May 16, 2023

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Tuesday, May 16, 2023.

**PRESENT:**

Chair: Kara Jackson, Board Chair

Trustees: Barry Livingston, Stephanie Spornitz, Jim King, David Bensmiller, Stephanie Cooper, Arthur Block, and Darla Yonkman

Administration: Rhae-Ann Holoien, Superintendent, Michelle Webb, Deputy Superintendent, Nadeem Altaf, (outgoing) Secretary Treasurer, Peter Neale, (incoming) Secretary Treasurer, and Faye Dunne, Recording Secretary

Absent: Tanya Ford

**A. CALL TO ORDER:**

Board Chair Jackson called the meeting to order at 5:07 P.M. and shared a treaty acknowledgement.

**B. APPROVAL OF AGENDA:**

Chair Jackson asked for any additions to the agenda.

**E. IN-CAMERA**

- 1 item

23-071 **KING: Moves that the agenda be approved as amended.**  
**CARRIED UNANIMOUSLY**

Trustee Livingston joined the meeting at 5:09PM

**C. MINUTES OF THE REGULAR MEETING**

23-072 **COOPER: That the Minutes of the Regular Meeting held April 18, 2023, be accepted as presented.**  
**CARRIED UNANIMOUSLY**

**E. IN-CAMERA:**

23-073 **SPORNITZ: That the meeting move In-Camera at 5:10PM.**  
**CARRIED UNANIMOUSLY**

Secretary Treasurer Neale, Deputy Superintendent Webb, and Recording Secretary Dunne were in attendance. Director Rapson joined the In-Camera at 5:11PM. Director Rapson left the meeting at 6:18PM.

Superintendent Holoien, Deputy Superintendent Webb, Secretary Treasurer Neale and Recording Secretary Dunne left the In-Camera at 6:19PM.

Page two of the Minutes of the May 16, 2023, meeting of The Board of Trustees of Buffalo Trail Public Schools

**E. IN-CAMERA Cont.:**

**23-074 LIVINGSTON: That the meeting come out of In-Camera at 6:53PM.**

**CARRIED UNANIMOUSLY**

Superintendent Holoien, Secretary Treasurer Neale, Deputy Superintendent Webb, and Recording Secretary Dunne rejoined the meeting and Secretary Treasurer Altaf joined the meeting at 6:55PM.

**D. Petitions and Delegations**

- none

**F. SUPERINTENDENT REPORTS:**

**1. Superintendent's Report:**

- Media, Communications and Celebrations
- AERR Completion Letter
- Student Achievements and Celebrations
- New Curriculum
- Lakeland Tour
- Enrolment Reports

- Media, Communications and Celebrations

The Superintendent shared information with the Board on recent communications and celebrations that included 8 new media releases and a new podcast 'Learn about Autism & Entrepreneurship'. A letter was sent to parents and guardians regarding new curriculum implementation for 2023-2024 and a save the date for a curriculum information session. The Irma School Story from their CASS presentation was highlighted.

- AERR Completion Letter

The information was shared with the Board.

- Student Achievements and Celebrations

The information from the recent student achievements and celebrations was shared with the Board. Two students representing JR Robson School were recognized for academic achievement and Marwayne Jubilee School was recognized as a top fundraiser for the Terry Fox School run.

- New Curriculum

The information was shared with the Board.

- Lakeland College

Grade ten students from across the division had the opportunity to participate in Try a Trade and grade nine students travelled to Lakeland College campus in Lloydminster for a tour of the facility to see the programs and trades available to choose from.

Page three of the Minutes of the May 16, 2023, meeting of The Board of Trustees of Buffalo Trail Public Schools

**1. Superintendent's Report Cont.:**

- Enrolment Reports

The information was shared with the Board.

**2. Assistant Superintendent Report**

- 4 Year Education Plan

**23-075 YONKMAN: Moves that the Board approve the Education Plan 2023-2027 to be submitted to Alberta Education. CARRIED UNANIMOUSLY**

**3. Secretary Treasurer Report**

Accounts Payable:

- Cheque Lists Dated; April 14, 28, 2023
- Accounts Payable Cheque Lists Dated April 14, 21, 25, 26, 28 2023
- Manual Cheques Issued Dated: April 6 to May 5, 2023
- April 30, 2023 Cash Flow Statement
- Budget 2023-2024 and Submission to Alberta Education Update
- Joint Use and Planning Agreement (JUPA) - Village of Amisk
- Bus Contractor Rate Increase 2023-2024 Update

Secretary-Treasurer Altaf reviewed the cheque lists with the Board.

**23-076 SPORNITZ: Moves that the accounts payable cheque lists for the period ending April 28, 2023, beginning, and ending with cheques #135475 to #135658 and automated payments for the period ending April 28, 2023, beginning, and ending with #800023681 to #800023871 and manual cheques issued #700001475 to #700001488 be received for information.**

**CARRIED UNANIMOUSLY**

- April 30, 2023 Cash Flow Statement

**23-077 KING: Moves that the Board accept the April 30, 2023 Cash Flow Statement for information.**

**CARRIED UNANIMOUSLY**

- Budget 2023-2024 and Submission to Alberta Education Update

**23-078 LIVINGSTON: Moves that the Board approve the 2023-2024 budget to be submitted to Alberta Education.**

**CARRIED UNANIMOUSLY**

- Joint Use and Planning Agreement (JUPA) - Village of Amisk

**23-079 LIVINGSTON: Moves that the Board accept the joint use and planning agreement (JUPA) with the Village of Amisk.**

**CARRIED UNANIMOUSLY**

**3. Secretary Treasurer Report Cont.**

- Bus Contractor Rate Increase 2023-2024 Update

23-080

**KING: Moves that the Board support the recommendation of the Director of Transportation for a 5% increase to all BTPS bus contractors starting the 2023-2024 school year.**

Trustee Bensmiller abstained from the vote stating a conflict of interest.

**CARRIED UNANIMOUSLY**

**4. Transportation Director Report:**

- Boundary Exemption Requests 2023-2024
  - **Off Route: For Board Approval**
    - #2023-2024-01
    - #2023-2024-02
    - #2023-2024-03
    - #2023-2024-04
    - #2023-2024-05
    - #2023-2024-06
    - #2023-2024-07
    - #2023-2024-08
    - #2023-2024-09
    - #2023-2024-10
    - #2023-2024-11
    - #2023-2024-12
    - #2023-2024-13
    - #2023-2024-14
    - #2023-2024-15
    - #2023-2024-16
    - #2023-2024-17
    - #2023-2024-18
    - #2023-2024-19
    - #2023-2024-20
- Cross-Jurisdiction (non-resident) Boundary Exemption Requests 2023-2024
  - **Off Route: For Board Approval**
    - #2023-2024-21 - On-Route
    - #2023-2024-22 - On-Route
    - #2023-2024-23 - Off-Route
    - #2023-2024-24 - Off Route
- Boundary Exemption Requests 2023-2024
  - **Off Route: For Board Approval**
    - #2023-2024-01

23-081

**SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2023-2024-01 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

**4. Transportation Director Report Cont.:**

- #2023-2024-02

23-082 **SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2023-2024-02 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.**

**CARRIED**

- #2023-2024-03

23-083 **LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2023-2024-03 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

- #2023-2024-04

23-084 **LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2023-2024-04 for bussing to their school of choice, Provost, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

- #2023-2024-05

23-085 **YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2023-2024-05 for bussing to their school of choice, Delnorte, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

- #2023-2024-06

23-086 **KING: Moves that the Board approve the boundary exemption request for applicant #2023-2024-06 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

- #2023-2024-07

23-087 **YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2023-2024-07 for bussing to their school of choice, Provost Public School, for the 2023 - 2024 school year.**

**DEFEATED**

- #2023-2024-08

23-088 **COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-08 for bussing to their school of choice, Delnorte, for the 2023 - 2024 school year.**

**CARRIED UNANIMOUSLY**

- #2023-2024-09

Referred to the next meeting pending additional information.

**4. Transportation Director Report Cont.:**

- #2023-2024-10

23-089 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-10 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.

DEFEATED

- #2023-2024-11

23-090 YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2023-2024-11 for bussing to their school of choice, Mannville, for the 2023 - 2024 school year.

DEFEATED

- #2023-2024-12

23-091 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-12 for bussing to their school of choice, Irma for the 2023 - 2024 school year.

DEFEATED

- #2023-2024-13

23-092 YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2023-2024-13 for bussing to their school of choice, Dewberry, for the 2023 - 2024 school year.

CARRIED

- #2023-2024-14

23-093 BLOCK: Moves that the Board approve the boundary exemption request for applicant #2023-2024-14 for bussing to their school of choice, Blessed Sacrament School, for the 2023 - 2024 school year.

DEFEATED

- #2023-2024-15

23-094 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-15 for bussing to their school of choice, Provost Public School, for the 2023 - 2024 school year.

CARRIED UNANIMOUSLY

- #2023-2024-16

23-095 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-16 for bussing to their school of choice, Irma, from caregiver's residence for the 2023 - 2024 school year.

CARRIED UNANIMOUSLY

**4. Transportation Director Report Cont.:**

- #2023-2024-17

23-096 YONKMAN: Moves that the Board approve the boundary exemption request for applicant #2023-2024-17 for bussing to their school of choice, Vermilion Elementary, for the 2023 - 2024 school year.  
DEFEATED

- #2023-2024-18

23-097 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-18 for bussing to their school of choice, Marwayne Jubilee School, for the 2023 - 2024 school year.  
CARRIED UNANIMOUSLY

- #2023-2024-19

Decision tabled until after New Business discussion.

- #2023-2024-20

23-098 COOPER: Moves that the Board approve the boundary exemption request for applicant #2023-2024-20 for bussing to their school of choice, E.H. Walter School, for the 2023 - 2024 school year.  
CARRIED

- Cross-Jurisdiction (non-resident) Boundary Exemption Requests 2023-2024

- o Off Route: For Board Approval

- #2023-2024-21 - On-Route

23-099 COOPER: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2023-2024-21 for bussing to their school of choice, Ecole St. Thomas, for the 2023 - 2024 school year.  
DEFEATED

- #2023-2024-22 - On-Route

23-100 COOPER: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2023-2024-22 for bussing to their school of choice, Holy Rosary High School, for the 2023 - 2024 school year.  
DEFEATED

- #2023-2024-23 - Off-Route

23-101 LIVINGSTON: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2023-2024-23 for bussing to their school of choice, Provost Public School, for the 2023 - 2024 school year. Prairie Land School division has given approval for BTPS to enter its TSA to pick up these students.  
CARRIED UNANIMOUSLY

**4. Transportation Director Report Cont.:**

- #2023-2024-24 - Off Route

Referred to the next meeting pending additional information from another school division.

- 23-102 **YONKMAN: Moves that the Board approve Prairie Land School Division to enter into BTPS Transportation Service Area (TSA) to pick up one family attending Altario School for the 2023-2024 school year.**  
**CARRIED UNANIMOUSLY**

**G. COMMITTEE REPORTS:**

**1. Board Budget Committee**

- Board Budget Update

Trustee Yonkman reviewed the Board Budget Committee budget update/proposal for the upcoming school year.

- 23-103 **BLOCK: Moves that the Board accept the board budget committee information as presented.**  
**CARRIED UNANIMOUSLY**

**H. Business Arising from Minutes:**

- none

**I. NEW BUSINESS:**

- Irma Daycare Request
- Appointment of Secretary Treasurer
- Paradise Valley Church of God Request
- East Central Catholic Schools Bussing Request
- New Bussing Eligibility
- Superintendent Resignation
- Superintendent Search

- Irma Day Care Request

- 23-104 **KING: Moves that the Board approve the request from the Irma Day Care Board to install two modular classrooms on the Irma School site. The location of the modulares are to be determined, once purchased, prior to installation and approved by the Board. The Day Care modulares will be self-contained.**  
**CARRIED UNANIMOUSLY**

- Appointment of Secretary Treasurer

- 23-105 **BENSMILLER: Moves that the Board appoint Peter Neale as the Secretary Treasurer for Buffalo Trail Public Schools effective May 6, 2023.**  
**CARRIED UNANIMOUSLY**



Page nine of the Minutes of the May 16, 2023, meeting of The Board of Trustees of Buffalo Trail Public Schools

**I. NEW BUSINESS Cont.:**

- Paradise Valley Church of God Request

23-106 **KING: Moves that the Board direct the Superintendent to arrange a meeting with Church of God representatives and school administration to bring back options for the Board to consider for the land request.**

**CARRIED UNANIMOUSLY**

- East Central Catholic Schools Bussing Request

23-107 **YONKMAN: Moves that the Board to support the additional bus route in the Clandonald area as requested by East Central Catholic Schools.**

**DEFEATED**

- New Bussing Eligibility

23-108 **BLOCK: Moves that the Board support the transition to the new bussing criteria to support the addition of new riders under the new eligibility criteria beginning September 2023 ahead of the government's mandated September 2024 implementation.**

**CARRIED UNANIMOUSLY**

- Superintendent Resignation

Trustee Spornitz thanked the Superintendent for her leadership throughout her time with the Division.

23-109 **LIVINGSTON: Regretfully moves that the Board of Trustees of Buffalo Trail Public Schools accept the resignation of Superintendent Holoien effective August 7, 2023.**

**CARRIED UNANIMOUSLY**

- Superintendent Search

23-110 **COOPER: Moves that the Board commence a superintendent search and contract ASBA consultant Terry Gunderson.**

**CARRIED UNANIMOUSLY**

**4. Transportation Director Report Cont.:**

- #2023-2024-19

Referred to the next meeting pending additional information.

Secretary Treasurer Altaf left the meeting at 9:09pm.

**J. TRUSTEE REPORTS:**

- ASBA - Trustee Spornitz shared an update from the Zone 2/3 meeting. A potential date for the FGM is November 19<sup>th</sup>. The recommendations from the Career Education Task Force were shared with the Board. The Speakers' Corner sessions are on the resource section of the ASBA website. Membership fee increases may be a possibility. The Edwin Parr awards evening is May

Page ten of the Minutes of the May 16, 2023, meeting of The Board of Trustees of Buffalo Trail Public Schools

**J. TRUSTEE REPORTS Cont.:**

- 26<sup>th</sup> and Trustee Spornitz is attending on behalf of the Board. Position statements will come forward for voting at the SGM. ASEBP increases were discussed and are a concern.
- PSBAA/PSBC - Trustee Yonkman told the Board about possible membership fee increases for PSBAA. The Election Readiness communications continue to be shared. The PSBC are also concerned with the increase in premiums for ASEBP. Trustee Ford will attend the SGM on behalf of Trustee Yonkman.
  - TEBA - no update
  - RCASB - no update

**K. TRUSTEE READINGS:**

- none

**L. INFORMATION ITEMS:**

The information was shared with the Board.

**M. COMMUNICATION STRATEGY:**

- 2023-2024 Budget Approval
- 2023-2027 Education Plan Approval
- Bus Contractor Rate Increase
- Irma Day Care
- Student Achievements
- Secretary Treasurer Appointment
- Superintendent Resignation
- Student Engagement
- ASBA PSBA SGMs
- Amisk JUPA

AGENDA Items for Next Meeting

- None

Board Work Plan Items for the Next Board Meeting

- Committee of the Whole
- Board Meeting
- PSBAA Spring General Meeting
- ASBA Spring General Meeting
- Trustee Attendance at Graduations
- Annual Board Self Evaluation

**23-111 LIVINGSTON: Moves that the meeting adjourn.**

**CARRIED UNANIMOUSLY**

Time: 9:25pm hours (21:25PM)

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Board Chair

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Recording Secretary