

BUFFALO TRAIL PUBLIC SCHOOLS

Tuesday, August 22, 2023

The Organizational Meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Tuesday, August 22, 2023, at 2:00 p.m.

IN ATTENDANCE:

Board Members as follows:
Stephanie Cooper

Tanya Ford
Kara Jackson
Arthur Block
Stephanie Spornitz
Darla Yonkman
Barry Livingston
Jim King

Administration as follows:
Michelle Webb – Superintendent of Schools
Peter Neale – Secretary Treasurer
Camille Quinton – Assistant Superintendent
James Trodden – Assistant Superintendent
Faye Dunne – Recording Secretary

Absent:
David Bensmiller

Superintendent Webb called the meeting to order at 2:12 p.m.

Superintendent Webb shared a Treaty 6 Acknowledgement.

The Superintendent, called for approval of the organizational meeting agenda as circulated.

Additions:

- None

23-182

YONKMAN: Moves that the agenda be approved.

CARRIED UNANIMOUSLY

SWEARING IN OF NEW TRUSTEE:

- none

DISCLOSURE STATEMENT:

Secretary Treasurer Neale administered the Trustee Disclosure Statement for Trustees.

Superintendent Webb advised that in accordance with the Education Act Board Procedures Regulation (Section 9 (d)), if requested by one or more trustees, a secret ballot must be held for the election of position of Board Chair and Vice Chair. A motion must come from the floor to hold a secret ballot for these positions if a vote is required.

23-183

KING: Moves that a secret ballot be held for the election of position of Chair and Vice Chair or Committee members if required.

CARRIED UNANIMOUSLY

23-184 COOPER: That Secretary Treasurer Neale and Recording Secretary, Dunne, be appointed to the ballot committee.

CARRIED UNANIMOUSLY

Superintendent Webb declared nominations open for the position of Board Chair.

Trustee COOPER nominated Trustee JACKSON for Board Chair.

Superintendent Webb made the 2nd call for nomination of Board Chair.

Superintendent Webb made the 3rd and final call for nomination of Board Chair.

23-185 LIVINGSTON: That nominations for the position of Board Chair cease.

CARRIED UNANIMOUSLY

Trustee JACKSON was declared Board Chair.

Superintendent Webb asked Trustee Jackson to accept the position of Board Chair and she accepted.

Superintendent Webb declared nominations open for the position of Vice-Chair.

Trustee LIVINGSTON nominated Trustee FORD for Vice Chair.

Superintendent Webb made the 2nd call for nomination of Vice Chair.

Superintendent Webb made the 3rd and final call for nomination of Vice Chair.

23-186 SPORNITZ: That nominations for the position of Vice Chair cease.

CARRIED UNANIMOUSLY

Trustee FORD was declared Vice Chair.

Superintendent Webb asked Trustee Ford to accept the position of Board Vice Chair.

Trustee Ford accepted the position of Board Vice Chair.

Superintendent Webb passed the meeting over to Board Chair Jackson.

STRUCTURE:

The Board discussed the present structure of the standing committees.

23-187 BLOCK: That the structure of the standing committee be a Committee of the Whole.

CARRIED UNANIMOUSLY

Forming Committees

Policy Committee:

Trustees COOPER, BLOCK, FORD, and SPORNITZ, put their names forward for the Policy Committee.

Trustee LIVINGSTON volunteered to be the alternate.

Policy Committee Cont.:

Result - The following Trustees are appointed to the Policy Committee:

- 1) COOPER
- 2) BLOCK
- 3) FORD
- 4) SPORNITZ

Policy Committee Alternate:

Trustee LIVINGSTON was appointed as alternate on the Policy Committee.

Result - Trustee LIVINGSTON is appointed as Policy Committee Alternate.

Negotiations Committee:

Trustees COOPER, SPORNITZ, JACKSON and LIVINGSTON and put their names forward for the Negotiations Committee.

Result – The following Trustees are appointed to the Negotiations Committee:

- 1) COOPER
- 2) SPORNITZ
- 3) JACKSON
- 4) LIVINGSTON

Negotiations Committee Alternate:

Trustee YONKMAN Volunteered to be the alternate on the Negotiations Committee.

Trustee YONKMAN was appointed as alternate for the Negotiations Committee.

Result – Trustee Yonkman is appointed as Negotiations Committee Alternate.

Staff Liaison Committee: The Board heard that members of the Staff Liaison Committee should not be members of the Negotiations Committee.

Trustees YONKMAN, KING and FORD put their names forward for the Staff Liaison Committee.

Result – The following Trustees are appointed to the Staff Liaison Committee.

- 1) YONKMAN
- 2) KING
- 3) FORD

Audit Committee:

Trustee BENSMILLER was appointed by the Board, Trustees YONKMAN and LIVINGSTON put their names forward for the Audit Committee.

Result – The following Trustees are appointed to the Audit Committee.

- 1) BENSMILLER
- 2) YONKMAN
- 3) LIVINGSTON

Community Members – The Board heard that Grant Mills and Bernie Huedephl community members on the Audit Committee will continue their positions.

Business Community Member – GRANT MILLS

Adult Learning Community Member – BERNIE HUEDEPOHL

Joint Transportation Committee:

Trustees COOPER, JACKSON, BLOCK, put their names forward. Trustee Bensmiller was appointed by the Board, should he decline, Trustee KING put his name forward as a replacement for the Joint Transportation Committee.

Result – The following Trustees are appointed to the Joint Transportation Committee:

- 1) COOPER
- 2) JACKSON
- 3) BLOCK
- 4) BENSMILLER

Board Budget Committee:

Trustees YONKMAN, COOPER, JACKSON, and FORD put their names forward for the Joint Transportation Committee.

Result – The following Trustees are appointed to the BOARD Budget Committee:

- 1) YONKMAN
- 2) COOPER
- 3) JACKSON
- 4) FORD

Wainwright Elementary Replacement School Ad Hoc – The Board will review additional information at the regular meeting before choosing the Ad Hoc Committee.

Chair Jackson thanked the trustees for putting their names forward to fill the committees.

External Committees:

Alberta School Boards' Association Zone 2/3

Trustee Spornitz put her name forward for the ASBA Zone 2/3 Representative.

Result: Trustee SPORNITZ is appointed as the ASBA Zone 2/3 Representative.

ASBA Zone 2/3 Alternate:

Trustee COOPER put her name forward as ASBA Zone 2/3 Representative Alternate.

Result: Trustee COOPER is appointed as the ASBA Zone 2/3 Representative Alternate.

Public School Boards' Association of Alberta

Trustee YONKMAN put her name forward for the PSBAA Representative.

Result: Trustee YONKMAN is appointed as the PSBAA Representative.

Trustee LIVINGSTON put his name forward as PSBAA Representative Alternate.

PSBAA Alternate:

Result: Trustee LIVINGSTON is appointed as the PSBAA Representative Alternate.

TEBA Representative

Trustee FORD put her name forward as the TEBA Representative.

Result: Trustee FORD is appointed TEBA Representative.

RCASB Representative

Trustee KING put his name forward as the RCASB Representative.

Result: Trustee KING is appointed as the RCASB Representative.

Board Chair Jackson thanked the trustees for fulfilling the external committee representation for the next year.

MEETING DATES AND TIMES:

The Board had an opportunity to discuss the meeting dates and times for the upcoming school year 2023-2024.

23-188 LIVINGSTON: That the Committee Meeting be the second Wednesday of each month beginning at 9:30 am with the following exceptions; the third Wednesday in November and January, the first Wednesday in February the fourth Wednesday in May and there will be no meeting in July and third Wednesday in August.

CARRIED UNANIMOUSLY

23-189 COOPER: That the regular meetings of the Buffalo Trail School Division be the third Wednesday of each month, beginning at 9:30 am with the following exceptions; the fifth Wednesday in November, the fourth Wednesday in January and February and the fifth Wednesday in May meetings, and there will not be a meeting in July and the fourth Wednesday in August.

CARRIED UNANIMOUSLY

PER DIEM AND TRAVEL RATES:

The Board discussed the per diem rates and other considerations.

23-190 LIVINGSTON: That the per diem rate of \$220.00 per day remain the same, at this time and that the Board Budget Committee review and bring information back to the Board.

CARRIED UNANIMOUSLY

23-191 COOPER: That the daily expense reimbursement remains the same as per BP101 Board Operations Section 10 for the 2023-2024 school year.

CARRIED UNANIMOUSLY

23-192 KING: Moves that travel rates be .505/km for the 2023-2024 school year and that the Board Budget Committee review the rates and bring information back to the Board.

CARRIED UNANIMOUSLY

23-193 FORD: That the Communication Expense Reimbursement remain the same at \$100 per month for the 2023-2024 school year.

CARRIED UNANIMOUSLY

SIGNING AUTHORITY:

23-194 LIVINGSTON: That the Board Chair and Vice-Chair have signing authority as per Board Policy 101BP Section 1.1.5.

CARRIED UNANIMOUSLY

Annual Board Work Plan:

- 23-195 **COOPER: That the Board accept the draft work plan as presented.**

CARRIED UNANIMOUSLY

- 23-196 **FORD: That the Organizational meeting be adjourned.**

CARRIED UNANIMOUSLY

Time: 3:35 hour (3:35 p.m.)

Board Chair

Recording Secretary