

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, May 29, 2024

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, May 29, 2024.

PRESENT:

Chair: Tanya Ford, Vice Chair

Trustees: Barry Livingston Stephanie Spornitz,
Jim King, Stephanie Cooper, Arthur
Block

Administration: Michelle Webb, Superintendent, Peter
Neale, Secretary Treasurer,
Assistant Superintendent Camille
Quinton, Assistant Superintendent,
James Trodden, Recording Secretary
Faye Dunne

Absent: David Bensmiller, Darla Yonkman,
Kara Jackson

A. CALL TO ORDER:

Vice Chair Ford called the meeting to order at 9:32 A.M. and shared a Treaty Acknowledgement. Trustees had an opportunity to share reconciliation events happening at their schools.

B. APPROVAL OF AGENDA:

Vice Chair Ford asked for any emergent additions to the agenda.

24-101 **COOPER: Moves that the agenda be approved as presented.
CARRIED UNANIMOUSLY**

C. MINUTES OF THE REGULAR MEETING

24-102 **LIVINGSTON: That the Minutes of the Regular Meeting held
April, 17, 2024, be accepted as presented.
CARRIED UNANIMOUSLY**

D. Petitions and Delegations

E. IN-CAMERA:

24-103 **COOPER: That the meeting move In-Camera at 9:34AM.
CARRIED UNANIMOUSLY**

Secretary Treasurer Neale and Recording Secretary Dunne were in attendance.

Transportation Director Rapson joined the meeting at 9:50AM.

Assistant Superintendent Trodden joined the meeting at 10:32AM.

Page two of the Minutes of the May 29, 2024, meeting of The Board of Trustees of Buffalo Trail Public Schools

E. IN-CAMERA Cont.:

Transportation Director Rapson left the meeting at 10:33AM.

Assistant Superintendent Quinton joined the meeting at 10:33AM.

24-104 BLOCK: That the meeting come out of In-Camera at 10:42 AM.

CARRIED UNANIMOUSLY

F. SUPERINTENDENT REPORTS:

- Leadership Highlights
- Celebrations
- Staffing Report
- Four Year Education Plan Year Two Report

- Leadership Highlights

The following information was shared with the Board:

- o Bus Driver Appreciation Days
- o PPS Celebration Lunch, Plays at KES and WES, VIBE Mental Health Art Gala
- o Principal PGP's
- o Leadership Academy Conclusion
- o Graduation Ceremonies
- o Colony Leader Meeting
- o Superintendent's Public Speaking
- o Try a Trade (grade 10's)
- o Lakeland College Lloydminster Campus (Grade 9's)
- o Administrator IPI Walk-throughs
- o Trip to Blue Quills
- o Inuit Culture Presentation
- o School Administration Collaborative Meetings
- o Staff Transfers
- o Teaching and Leadership Advertisements
- o Board Advocacy Pamphlets
- o Website Updates
- o Advocacy Letter for WES

- Celebrations

The following information was shared with the Board:

- o RCASB Flourishing Story - BTPS Celebrates 40 Years of KHS Band Program
- o Badminton Provincials - MJS, EH Walter, Mannville
- o Superintendent Public Speaking Winners
- o Italy and Spain Trip Video
- o WHS Senior Band Award of Excellence at Festival of Bands in Red Deer

- Staffing Report

Assistant Superintendent Quinton shared staffing information for the end of the school year.

- Four Year Education Plan Year Two Report

Assistant Superintendent Trodden asked the Board for a motion to approve the updated education plan. There was an opportunity for further discussion.

F. SUPERINTENDENT REPORTS Cont.:

24-105 SPORNITZ: Moves that the Board of Trustees of Buffalo Trail Public Schools approve the updated 2023-2027 Education Plan for submission to Alberta Education.

CARRIED UNANIMOUSLY

24-106 COOPER: Moves that the Board of Trustees of Buffalo Trail Public Schools supports for all Trustees to participate in a Board-Leadership Workshop during the 2024-2025 school year, with details to be shared back by the Superintendent and Board Chair at a future date and no later than December 31, 2024.

CARRIED UNANIMOUSLY

- Student Engagement - Programming

The Board Vice Chair welcomed students from Mannville, Hughenden and Edgerton schools to the student engagement. Trustees asked the following questions to their schools; 1) What classes/programs do you enjoy the most? Why? 2) What other classes/programs would you appreciate having? The Students representing junior, and senior high shared a variety of opinions, ideas, and information with the Board. The Board thanked the students for their participation and for taking time to meet.

2. Secretary Treasurer Report:

Accounts Payable:

- Cheque Lists Dated; April 26, 30, May 15, 2024
- Accounts Payable Cheque Lists Dated; April 25, 26, 30, May 15, 17, 24, 2024
- Manual Cheques Issued Dated: April 8, to May 17th, 2024
- April 30, 2024 Cash Flow Statement
- Fees for Schools and Transportation
- Contractor Compensation
- Governance Service Budget for Approval
- Budget Submission 2024-2025 Approval
- Audit Committee Representative
- Support Request - JR Robson School

Accounts Payable:

- Cheque Lists Dated; April 26, 30, May 15, 2024
- Accounts Payable Cheque Lists Dated; April 25, 26, 30, May 15, 17, 24, 2024
- Manual Cheques Issued Dated: April 8, to May 17th, 2024

The Board had an opportunity to ask any questions regarding the accounts payable information that was presented.

24-107 KING: Moves that the accounts payable cheque lists for the period ending May 15, 2024 beginning and ending with cheques #137652 to #137954 and automated payments for the period ending May 24, 2024, beginning, and ending with #800025758 to #800025985 and manual cheques issued #700001653 to #700001668 be received for information.

CARRIED UNANIMOUSLY

2. Secretary Treasurer Report Cont.:

- April 30, 2024 Cash Flow Statement

24-108 **LIVINGSTON: Moves that the Board accept the April 30, 2024 Cash Flow Statement for information.**
CARRIED UNANIMOUSLY

- Fees for Schools and Transportation

24-109 **LIVINGSTON: THAT the Board of Trustees hereby approves the schedule of fees as presented and support the establishment of transportation and school-based fees as outlined in Administrative Procedure 201.5AP Fees for School and Transportation reviewed at the Committee of the Whole on May 22, 2024; AND FURTHERMORE, THAT the Board of Trustees accepts as information the revised Administrative Procedure 201.5AP Fees for School and Transportation provided by the Superintendent.**
CARRIED UNANIMOUSLY

- Contractor Compensation

24-110 **COOPER: That the Board of Trustees hereby approves a one-time payment of 2.5% of contracted bus operator compensation for regular services rendered in the 2023-2024 school year (where they are still active) and approves an increase of 2.5% for contracted bus operators' compensation for the 2024-2025 school year.**
CARRIED UNANIMOUSLY

- Governance Service Budget for Approval

24-111 **BLOCK: Moves that the Board of Trustees approves the 2024-2025 Governance Services budget as presented.**
CARRIED UNANIMOUSLY

- Budget Submission 2024-2025 Approval

24-112 **KING: That the Board of Trustees hereby approves the PROJECTED schedule of financial reserves for the beginning reserve balances and use reserves for the 2024-2025 PROJECTED (Spring) Budget.**
CARRIED UNANIMOUSLY

24-113 **SPORNITZ: That the Board of Trustees hereby approves the 2024-2025 PROJECTED (Spring) Budget as presented.**
CARRIED UNANIMOUSLY

- Audit Committee Representative

24-114 **COOPER: That the Board of Trustees hereby appoints Trustee Spornitz to the Audit Committee effective May 29, 2024.**
CARRIED UNANIMOUSLY

2. Secretary Treasurer Report Cont.:

- Support Request - JR Robson School

24-115 **KING:** That the Board of Trustees hereby supports the request for financial supports for up to \$30,000.00 for the JR Robson School electronic sign community project, subject to actual fundraising and actual costs, with final financial supports to be determined by the Secretary-Treasurer for no more than \$30,000.00.

CARRIED UNANIMOUSLY

24-116 **COOPER:** That the board meeting recess for lunch at 12:03PM.

CARRIED UNANIMOUSLY

The meeting reconvened at 1:05 PM in the Boardroom with all Trustees present. Superintendent Webb, Secretary Treasurer Neale, Recording Secretary Dunne were in attendance. Assistant Superintendents Quinton and Trodden did not rejoin the meeting.

Transportation Director Rapson joined the meeting at 1:05PM

I. NEW BUSINESS:

- Transportation Out of Jurisdiction 2024-2025

24-117 **LIVINGSTON:** That the Board of Trustees hereby approves for the provision of transportation services within the Town of Hardisty for residential in-town services (using pick up points) to Irma School for the 2024-2025 school year.

CARRIED UNANIMOUSLY

3. Transportation Report:

- Boundary Exemption (BTPS Resident) Requests 2024-2025
- Cross Jurisdictional (non-resident) Boundary Exemption Requests 2024-2025
- Route Amalgamation WW05-and WW07

- 2024-2025-07

24-118 **BLOCK:** Moves that the Board approve the boundary exemption request for applicant #2024-2025-07 for bussing to their school of choice, Irma School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-08

24-119 **KING:** Moves that the Board approve the boundary exemption request for applicant #2024-2025-08 for bussing to their school of choice, Irma School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

3. Transportation Report Cont.:

- o Boundary Exemption (BTPS Resident) Requests 2024-2025
 - 2024-2025-01

24-120 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-01 for bussing to their school of choice, Blessed Sacrament School, for the 2024-2025 school year.
DEFEATED

- 2024-2025-02

24-121 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-02 for bussing to their school of choice, Mannville School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

- 2024-2025-03

24-122 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-03 for bussing to their school of choice, Mannville School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

- 2024-2025-04

24-123 LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2024-2025-04 for bussing to their school of choice, Provost Public School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

- 2024-2025-05

24-124 LIVINSTON: Moves that the Board approve the boundary exemption request for applicant #2024-2025-05 for bussing to their school of choice, Provost Public School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

- 2024-2025-06

24-125 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-06 for bussing to their school of choice, Delnorte School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

- 2024-2025-09

24-126 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-09 for bussing to their school of choice, Mannville School, for the 2024-2025 school year.
CARRIED UNANIMOUSLY

3. Transportation Report Cont.:

- 2024-2025-10

24-127 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-10 for bussing to their school of choice, St. Jerome's School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-11

24-128 LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2024-2025-11 for bussing to their school of choice, Amisk School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-12

24-129 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-12 for bussing to their school of choice, Irma School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-13

24-130 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-13 for bussing to their school of choice, Delnorte School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-14

24-131 LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2024-2025-14 for bussing to their school of choice, Holy Rosary School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-15

24-132 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-15 for bussing to their school of choice, EH Walter School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-16

24-133 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-16 for bussing to their school of choice, Mannville School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-17

24-134 BLOCK: Moves that the Board approve the boundary exemption request for applicant #2024-2025-17 for bussing to their school of choice, EH Walter School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

3. Transportation Report Cont.:

- 2024-2025-19

24-135 LIVINGSTON: Moves that the Board approve the boundary exemption request for applicant #2024-2025-19 for bussing to their school of choice, Dewberry School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-21

24- 136 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-21 for bussing to their school of choice, Marwayne School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-22

24-137 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-22 for bussing to their school of choice, Irma School, from their caregiver's residence for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-23

24-138 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-23 for bussing to their school of choice, Vermilion Elementary School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-25

24-139 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-25 for bussing to their school of choice, Wainwright Elementary School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-26

24-140 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-26 for bussing to their school of choice, Marwayne School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

- 2024-2025-27

24- 141 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-27 for bussing to their school of choice, Kitscoty Elementary School, for the 2024-2025 school year.

CARRIED

- 2024-2025-28

24-142 BLOCK: Moves that the Board approve the boundary exemption request for applicant #2024-2025-28 for bussing to their school of choice, EH Walter School, for the 2024-2025 school year.

CARRIED UNANIMOUSLY

3. Transportation Report Cont.:

- o Cross Jurisdictional (non-resident) Boundary exemption Requests 2024-2025
 - 2024-2025-29

24-143 KING: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2024-2025-29 for bussing to their school of choice, Holy Rosary/St. Thomas Schools, for the 2024 - 2025 school year.

DEFEATED

- 2024-2025-30

24-144 COOPER: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2024-2025-30 for bussing to their school of choice, E.S Laird/Lloydminster Composite Schools, for the 2024 - 2025 school year.

DEFEATED

- 2024-2025-31

24-145 LIVINGSTON: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2024-2025-31 for bussing to their school of choice, Provost Public School, for the 2024 - 2025 school year and based on the approval from Prairie Land School Division.

CARRIED UNANIMOUSLY

- 2024-2025-32

24-146 COOPER: Moves that the Board approve the cross-jurisdiction (non-resident) boundary exemption request for applicant #2024-2025-32 for bussing to their school of choice, Delnorte School, for the 2024 - 2025 school year based on the approval from Elk Island Public Schools.

CARRIED UNANIMOUSLY

- 2024-2025-18

24-147 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-18 for bussing to their school of choice, St. Jerome's School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-20

24-148 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-20 for bussing to their school of choice, St. Jerome's School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-24

24-149 KING: Moves that the Board approve the boundary exemption request for applicant #2024-2025-24 for bussing to their school of choice, St. Jerome's School, for the 2024-2025 school year.

DEFEATED

Page ten of the Minutes of the May 29, 2024, meeting of The Board of Trustees of Buffalo Trail Public Schools

3. Transportation Report Cont.:

- o Route Amalgamation WW05 and WW07

24-150 COOPER: That the Board of Trustees hereby approves to amalgamate routes WW-05 and WW-07 into WW-05 effective for the 2024-2025 school year.

CARRIED UNANIMOUSLY

Director Rapson left the meeting at 2:06PM

G. COMMITTEE REPORTS

- none

H. Business Arising from Minutes:

- none

I. NEW BUSINESS Cont.:

- Summary of Ward Review Consultation Meetings
- Transportation Out of Jurisdiction 2024-2025

- Summary of Ward Review Consultation Meetings

24-151 COOPER: Moves that the Board receive the Summary of Ward Review Consultation Meetings for information.

CARRIED UNANIMOUSLY

J. TRUSTEE REPORTS:

- ASBA - Trustee Spornitz provided an update to the Board from the recent Zone 2/3 meeting. She reported that there was trustee representation from other boards at the annual conference of the Alberta School Council Association. BTPS may want to send representatives in the future. There were resources provided ahead of the ASBA SGM for the Minister's engagement session.
- ASBA Trustee Governance Program - Trustee Yonkman will report at another meeting.
- PSBAA/PSBC - Trustee Yonkman will report at another meeting.
- TEBA - No update
- RCASB - The next meeting is ahead of the ASBA SGM.

K. INFORMATION ITEMS:

The information was shared with the Board.

24-152 FORD: MOVES that the Board send a thank you letter to the King family for their ongoing support of having families meeting in their yard over the past 4 years.

CARRIED UNANIMOUSLY

Page eleven of the Minutes of the May 29, 2024, meeting of The Board of Trustees of Buffalo Trail Public Schools

K. INFORMATION ITEMS Cont.:

24-153 SPORNITZ: Moves that the Board write a letter to the Minister of Education requesting the release of Random Access Codes (RAC's) to school divisions to increase stakeholder participation in the Assurance Survey.

CARRIED UNANIMOUSLY

L. COMMUNICATION STRATEGY:

- Budget 2024-2025 Approval
- Four Year Education Plan - Year Two Report Approval
- Transportation Boundary Exception Requests
- Bus Contractor Compensation
- Board - Leadership Workshop 2024-2025
- Superintendent's Public Speaking Winner and Minister's Youth Council Representative - Keaton Xu
- Student Engagement
- Division/School Fees

AGENDA Items for Next Meeting

- None

24-154 COOPER: Moves that the meeting adjourn.

CARRIED UNANIMOUSLY

Time: 2:35P.M. hours (14:35PM)

Board Chair

Recording Secretary