

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, August 29, 2024

The Organizational Meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, August 29, 2024, at 9:30 a.m.

IN ATTENDANCE:

Board Members as follows:

Stephanie Cooper
Tanya Ford
Kara Jackson
Arthur Block
Stephanie Spornitz
Jim King

Administration as follows:

Michelle Webb – Superintendent of Schools
Peter Neale– Secretary Treasurer
Camille Quinton – Assistant Superintendent
Faye Dunne – Recording Secretary

Absent:

David Bensmiller
Darla Yonkman
James Trodden – Assistant Superintendent

Superintendent Webb called the meeting to order at 9: 30 a.m. and shared a Treaty 6 Acknowledgement.

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

Additions:

- None

24-195 COOPER: Moves that the agenda be approved. CARRIED UNANIMOUSLY

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.

24-196 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

24-197 BLOCK: 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.

24-198 FORD: 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 SPORNITZ 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.

24-199 COOPER: 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.

DISCLOSURE STATEMENT:

Secretary Treasurer Neale administered the Trustee Disclosure Statement.

STRUCTURE:

The Board discussed the present structure of the standing committees.

24-200 KING: That the structure of the standing committee be a Committee of the Whole.
CARRIED UNANIMOUSLY

Trustee Yonkman advised the Board Chair of committees she would be interested in volunteering for.

Forming Committees

Policy Committee:

Trustees, Cooper, Block, Ford and Spornitz, put their names forward for the Policy Committee.

Trustee Jackson volunteered to be the alternate.

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

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

Policy Committee Alternate:

Trustee JACKSON was appointed as alternate on the Policy Committee.

Policy Committee Cont.:

Result - Trustee JACKSON is appointed as Policy Committee Alternate.

Negotiations Committee:

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

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

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

Negotiations Committee Alternate:

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

Trustee FORD was appointed as alternate for the Negotiations Committee.

Result – Trustee FORD is appointed as Negotiations Committee Alternate.

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

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

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

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

Audit Committee:

Trustees YONKMAN, JACKSON, SPORNITZ and KING put their names forward for the Audit Committee.

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

- 1) YONKMAN
- 2) JACKSON
- 3) SPORNITZ
- 4) KING

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

Community Member – GRANT MILLS

Community Member – BERNIE HUEDEPOHL

Joint Transportation Committee:

Trustees YONKMAN, COOPER, BLOCK and JACKSON, put their names forward.

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

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

Board Budget Committee:

The Board discussed the need to continue with the Board Budget Committee.

24-201

FORD: That the Board Budget Committee be dissolved.

CARRIED UNANIMOUSLY

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

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

Public School Boards' Association of Alberta

Trustee COOPER put her name forward for the PSBAA Representative.

Result: Trustee COOPER is appointed as the PSBAA Representative.

Trustee YONKMAN put her name forward as PSBAA Representative Alternate.

PSBAA Alternate:

Result: Trustee Yonkman 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.

No Alternate is required.

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 2024-2025.

MEETING DATES AND TIMES Cont.:

24-202 **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 fourth Wednesday in October, the fourth Wednesday in November and the fourth Thursday in May meetings, and there will not be a meeting in July.

CARRIED UNANIMOUSLY

24-203 **KING:** That the Committee Meeting be the second Wednesday of each month beginning at 9:30 am with the following exceptions; the third Wednesday in October, the third Wednesday in November and the third Wednesday in May and there will be no meeting in July.

CARRIED UNANIMOUSLY

Distribution of Agendas

– Board Chair Jackson reviewed the process from BP 101 Board Operations with the Board.

Board Responsibilities

– Board Chair Jackson shared a reminder of processes with the Board.

Board Self-Evaluation – Action Items

– Board Chair Jackson highlighted some of the agreed to action items and asked that Trustees be prepared to research and share national/international updates or news items during the Committee of the Whole meetings this upcoming year to keep on top of trends that could impact BTPS.

PER DIEM AND TRAVEL RATES:

The Board discussed the per diem rates and other considerations.

24-204 **SPORNITZ:** That the Board adjust the per diem rate by \$5.00 per day to \$230.00 per day effective September 1, 2024

CARRIED UNANIMOUSLY

24-205 **COOPER:** Moves that travel rates remain .55/km for the 2024-2025 school year.

CARRIED UNANIMOUSLY

24-206 **KING:** That the Communication Expense Reimbursement remain the same at \$100 per month for the 2024-2025 school year.

CARRIED UNANIMOUSLY

24-207 **COOPER:** That the daily expense reimbursement remains the same as per BP101 Board Operations Section 10 for the 2024-2025 school year.

CARRIED UNANIMOUSLY

Trustee Professional Development;

The information was reviewed with the Board.

SIGNING AUTHORITY:

24-208 **BLOCK:** 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:

The information was reviewed and will be finalized at the September board meeting.

24-209 FORD: That the Organizational meeting be adjourned.
CARRIED UNANIMOUSLY

Time: 10:33 hour (10:33 a.m.)

Board Chair

Recording Secretary