

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, August 29, 2024

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

PRESENT:

Chair: Kara Jackson, Chair

Trustees: Tanya Ford, Stephanie Spornitz, Jim King, Stephanie Cooper, and Arthur Block

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

Absent: Darla Yonkman, David Bensmiller

A. CALL TO ORDER:

Chair Jackson called the meeting to order at 10:56 A.M. and shared a Treaty Acknowledgement.

B. APPROVAL OF AGENDA:

Chair Jackson asked for any emergent additions to the agenda.

- Trustee Resignation

E. IN-CAMERA - Trustee Resignation

24-210 **COOPER: Moves that the agenda be approved as amended.
CARRIED UNANIMOUSLY**

The Secretary Treasurer told the Board that he received the resignation in accordance with the Education Act.

24-211 **SPORNITZ: Moves that the Board regrettably accept, the formal resignation of Trustee Livingston as of August 29, 2024.
CARRIED UNANIMOUSLY**

C. MINUTES OF THE REGULAR MEETING

24-212 **FORD: That the Minutes of the Regular Meeting held June 19, 2024, be accepted as presented.
CARRIED UNANIMOUSLY**

24-213 **COOPER: That the Minutes of the Special Meeting held July 17, 2024, be accepted as presented.
CARRIED UNANIMOUSLY**

D. Petitions and Delegations

E. IN-CAMERA:

- 24-214 KING: That the meeting move In-Camera at 11:02AM.
CARRIED UNANIMOUSLY**

Assistant Superintendent Quinton left the meeting at
11:02 AM.

Secretary Treasurer Neale and Recording Secretary Dunne
were in attendance.

Assistant Superintendent Quinton rejoined the meeting at
11:08AM.

Transportation Director Rapson joined the meeting at
11:40 AM.

Transportation Director Rapson left the meeting at 11:48
AM.

- 24-215 FORD: That the meeting come out of In-Camera at 11:49 AM.
CARRIED UNANIMOUSLY**

- 24-216 COOPER: Moves that the Board of Trustees will not hold a
by-election for Ward 2, the Town, and Municipal District
of Provost, and that the Board appoint Trustee Ford to
attend Amisk and Hughenden schools' events and Trustee
Spornitz to attend Provost school events with additional
trustee support, as needed, for the remainder of the term.
CARRIED UNANIMOUSLY**

F. SUPERINTENDENT REPORTS:

- Hour Zero

Assistant Superintendent Quinton reviewed the new Hour
Zero program information with the Board and advised
that training is ongoing. She indicated the feedback
from staff is positive.

- 24-217 KING: That the board meeting recess for lunch at 12:00
PM.
CARRIED UNANIMOUSLY**

The meeting reconvened at 12:52 PM in the Boardroom
with all Trustees present. Superintendent Webb and
Recording Secretary Dunne were in attendance.
Assistant Superintendent Quinton did not return.

F. SUPERINTENDENT REPORTS Cont.:

- Leadership Highlights
- Upcoming Events for the Year
- Hour Zero
- Personal Electronic Devices
- Student Mental Health Grant

- Personal Electronic Devices

Director Curt Orbeck joined the meeting at 12:53 p.m. Director Orbeck told the Board that the new Administrative Procedure follows the Ministerial Order.

Assistant Superintendent Trodden joined the meeting at 12:59 P.M.

Secretary Neale rejoined the meeting at 1:00 P.M.

24-218 COOPER: Moves that the Board of Trustees receive the New 303.1 AP, Use of Personal Electronic Devices, for information.

CARRIED UNANIMOUSLY

24-219 SPORNITZ: Moves that the Board of Trustees receive 304BP, Personal Electronic Devices, as amended, for first reading.

CARRIED UNANIMOUSLY

24-220 JACKSON: Moves that the Board of Trustees receive 304BP, Personal Electronic Devices, as amended, for second reading.

CARRIED UNANIMOUSLY

24-221 COOPER: Moves that the Board of Trustees complete the third and final reading of 304BP, Personal Electronic Devices.

CARRIED UNANIMOUSLY

24-222 COOPER: Moves that the Board of Trustees receive 304BP, Personal Electronic Devices, as amended, for third and final reading.

CARRIED UNANIMOUSLY

Direction was given to send 304BP, Personal Electronic Devices, to the December Policy Committee Meeting for review.

Director Orbeck left the meeting at 1:09 P.M.

- Leadership Highlights
The Superintendent reviewed the information with the Board that included HourZero preparation, CASS/ASBOA summer learning conference and start up planning.

- Upcoming Events for the Year

The Superintendent reviewed some of the upcoming events with the Board. Dates were shared for the Board-Leadership Workshop, Celebration and Retirement Event and Superintendent's Public Speaking.

F. SUPERINTENDENT REPORTS Cont.:

- Student Mental Health Grant

Assistant Superintendent Trodden shared that the division will continue to receive this grant until the end of this school year. The Board will continue to advocate.

2. Secretary Treasurer Report:

Accounts Payable:

- Cheque Lists Dated; June 28, July 15, 16, August 19, 2024
- Accounts Payable Cheque Lists Dated: June 21, 25, 26, 28, July 15, 19, 25, 26, August 15, 23, 26, 2024
- Manual Cheques Issued Dated: June 17 to August 20, 2024
- June 30, 2024 Cash Flow Statement
- July 31, 2024 Cash Flow Statement
- Quarterly Financial Report
- School Success Collaborations (Value Scoping): Information and Request for Trustee Representation
- Transportation Liaison Meeting Minutes

Accounts Payable:

- Cheque Lists Dated; June 28, July 15, 16, August 19, 2024
- Accounts Payable Cheque Lists Dated: June 21, 25, 26, 28, July 15, 19, 25, 26, August 15, 23, 26, 2024
- Manual Cheques Issued Dated: June 17 to August 20, 2024

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

24-223 BLOCK: Moves that the accounts payable cheque lists for the period ending June ,2024 beginning and ending with cheques #138125 to #138414 and automated payments for the period ending June 14, 2024, beginning, and ending with #800026126 to #800026433 and manual cheques issued #700001680 to #700001704 be received for information.

CARRIED UNANIMOUSLY

- June 30, 2024 Cash Flow Statement

24-224 KING: Moves that the Board accept the June 30, 2024 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

- July 31, 2024 Cash Flow Statement

24-225 COOPER: Moves that the Board accept the July 31, 2024 Cash Flow Statement for information.

CARRIED UNANIMOUSLY

2. Secretary Treasurer Report Cont.:

- Quarterly Financial Report

Secretary Neale reviewed the report with the Board and shared the highlights. The Division is on target with year end planning. The Board is in favor of continuing this reporting format going forward.

- School Success Collaborations (Value Scoping): Information and Request for Trustee Representation

24-226 COOPER: THAT the Board of Trustees hereby appoints the following Trustees; Chair Jackson, Vice Chair Ford and Trustee Spornitz to represent the Board in the School Success Collaborations (South West) engagements for 2024-2025, with the dates for engagement to be arranged with the representatives.

CARRIED UNANIMOUSLY

The Dates suggested for the School Success Collaborations were October 3rd and 4th, 2024.

- Transportation Liaison Meeting Minutes

The Secretary Treasurer reviewed the highlights of the first Transportation Liaison meeting with the Board. The committee is in favor of radio and GPS systems for buses. It was a successful first meeting. The contractor representatives said they were happy to have the connection with the Board. The area representative information was shared between bus drivers.

Transportation Director Rapson joined the meeting at 1:41 P.M.

3. Transportation Report:

- Boundary Exemption (BTPS Resident) Requests 2024-2025
 - 2024-2025-38
 - 2024-2025-39
- Hardisty Transportation Update
 - 2024-2025-38

24-227 SPORNITZ: Moves that the Board approve the boundary exemption request for applicant #2024-2025-38 for bussing to their school of choice, Marwayne Jubilee School, for the 2024-2025 school year.

DEFEATED

- 2024-2025-39

24-228 COOPER: Moves that the Board approve the boundary exemption request for applicant #2024-2025-39 for bussing to their school of choice, Edgerton School, for the 2024-2025 school year.

DEFEATED

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Assistant Superintendent Trodden left the meeting at 1:46 P.M.

3. Transportation Report Cont.:

- Hardisty Transportation Update

Secretary Treasurer Neale provided an update to the Board.

Transportation Director Rapson left the meeting at 1:54 P.M.

Assistant Superintendent Trodden rejoined the meeting at 1:55 P.M.

G. COMMITTEE REPORTS

- Audit Committee:

Audit Chair Spornitz and Secretary Neale shared information from the meeting.

24-229 FORD: THAT the Board receive the June 25, 2024 Audit Committee Meeting Minutes for information.
CARRIED UNANIMOUSLY

H. Business Arising from Minutes:

- none

I. NEW BUSINESS:

- ATA Fall Conference Invitation
- Ward Review
- Transportation Boundary Exemption (non-resident) Appeal

- ATA Fall Conference Invitation

The information was shared with the Board.

- Ward Review

The Board Chair asked to bring the ward review topic forward to the September Committee of the Whole to review geographical areas and equality.

- Transportation Boundary Exemption (non-resident) Appeal

The route information has changed.

24-230 FORD: Moves that the due to the route information change that was provided after the initial boundary exception application the Board of Trustees approve the appeal of applicant #2024-2025-12 for the 2024-2025 school year.
CARRIED UNANIMOUSLY

J. TRUSTEE REPORTS:

- ASBA - Trustee Spornitz shared there was no meeting in June. The new Zone 2/3 schedule is out. Alternate, Trustee Ford, will attend the September meeting.
- Trustee Yonkman will bring an update from her governance course to the next meeting.
- PSBAA/PSBC -The update on PSBAA initiative Promote, Elevate, Protect (PEP) was shared. Board Chair Jackson suggested that perhaps the Board could identify previous BTPS student attendees from our area that would promote BTPS.
- TEBA - Trustee Ford shared there was no update.
- RCASB - Trustee King shared to continue sending in Flourishing Stories.

K. INFORMATION ITEMS:

The information was shared with the Board.

Information was shared on the Learning Disruption Grant.

L. COMMUNICATION STRATEGY:

- Personal Electronic Devices with Links
- School Success Collaborations
- Trustee Resignation and Thank you
- Divisional Learning Day
- Mental Health Grant Continuation

AGENDA Items for Next Meeting

- None

24-231 KING: Moves that the meeting adjourn.
CARRIED UNANIMOUSLY

Time: 2:39P.M. hours (14:39PM)

Board Chair

Recording Secretary