

BUFFALO TRAIL PUBLIC SCHOOLS

Wednesday, August 18, 2021

The regular meeting of the Board of Trustees of Buffalo Trail Public Schools was held in the Administration Building Boardroom on Wednesday, August 18, 2021.

PRESENT:

Chair: Lanie Parr

Trustees: Darcy Eddleston, Rose Gorniak, Bruce Marriott, Marie Isaman, Barry Livingston, Jim King, Stephanie Spornitz and Sheldon Archibald

Administration: Rhae-Ann Holoien, Superintendent, Michelle Webb, Deputy Superintendent James Trodden, Assistant Superintendent Nadeem Altaf, Secretary Treasurer Faye Dunne, Recording Secretary

Absent:

A. CALL TO ORDER:

Board Chair Parr called the meeting to order at 9:43 a.m.

The Board Chair shared a Treaty Acknowledgement

B. APPROVAL OF AGENDA:

The Chair asked for any additions to the agenda.

2. Transportation: B. Martin

E. IN-CAMERA: 4 items

21-170 **KING: Moves that the agenda be approved as amended.**

CARRIED UNANIMOUSLY

C. MINUTES OF THE REGULAR MEETING

21-171 **LIVINGSTON: That the Minutes of the regular meeting held June 16, 2021, be accepted as amended.**

CARRIED UNANIMOUSLY

E. IN-CAMERA:

21-172 **GORNIAK: That the meeting move In-Camera.**

CARRIED UNANIMOUSLY

E. IN-CAMERA Cont.:

Secretary Treasurer Altaf, Deputy Superintendent Webb, Assistant Superintendent Trodden and Recording Secretary Dunne were in attendance.

21-173 **GORNIAK: That the meeting come out of In-Camera.**

CARRIED UNANIMOUSLY

Page two of the Minutes of the August 18, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

D. PETITIONS AND DELEGATIONS:

- Janice Saville

The Board Chair welcomed Janice Saville and there was a round of introductions. Janice Saville shared additional information with the Board regarding transportation services past and present at their land location. The Board Chair thanked Mrs. Saville for coming to meet with the Board to help the Board better understand the situation. The Board had an opportunity to ask questions. Mrs. Saville thanked the Board for its time and for reconsidering the situation.

- Lana and Reane Laye

The Board Chair welcomed Lana and Reane Laye and there was a round of introductions. Mr. and Mrs. Laye provided additional information regarding their land location in the Alberta 'Special Area'. She shared that there has never been a bus from Prairieland School Division close to their location. The Board had an opportunity to ask additional questions for clarity and thanked the Laye's for coming to meet today. Mr. and Mrs. Laye thanked the Board for the opportunity to attend the meeting.

E. IN-CAMERA Cont.:

21-174 Isaman: That the meeting move In-Camera.
CARRIED UNANIMOUSLY

Deputy Superintendent Webb, Assistant Superintendent Trodden and Recording Secretary Dunne left the meeting.

21-175 KING: That the meeting come out of In-Camera.
CARRIED UNANIMOUSLY

21-176 ISAMAN: That the board meeting recess for lunch.
CARRIED UNANIMOUSLY

The meeting reconvened at 1:09 p.m. in the Boardroom with all Trustees except Trustees King, Archibald, and Livingston in attendance. Trustees King, Archibald and Livingston rejoined the meeting at 1:13pm.

E. IN-CAMERA Cont.:

21-177 MARRIOTT: That the meeting move In-Camera.
CARRIED UNANIMOUSLY

Secretary Treasurer Altaf, Deputy Superintendent Webb, Assistant Superintendent Trodden and Recording Secretary Dunne were in attendance. Director Huxley joined the meeting. Director Huxley left the meeting at 1:37pm. Michelle and James out at 3:20pm.

E. IN-CAMERA Cont.:

- 21-178 **GORNIAK: That the meeting come out of In-Camera.**
CARRIED UNANIMOUSLY

F. COMMITTEE/DEPARTMENT REPORTS:

1. Finance:

- June 16, 2021 Board Meeting Payables Inquiry
 - Cheque Lists Dated; June 15, 30, July 15, 16, August 13, 2021
 - Accounts Payable Cheque Lists Dated; May 31, June 15, 18, 25, 30, July 15, 16, 23, 26, 29 August 13, 2021
 - Manual Cheques Issued Dated: June 17 to August 11, 2021
 - June 30, 2021 Cash Flow Statement
 - July 31, Cash Flow Statement
 - Budget Update 2020-2021
 - Board Budget Update 2021 - 2022
-
- June 16, 2021 Board Meeting Payables Inquiry

The information was shared with the Board.

Secretary Treasurer Altaf reviewed the cheque lists with the Board. The Board had an opportunity to ask questions regarding the cheque lists.

- 21-179 **MARRIOTT: Moves that the accounts payable cheque lists for the period ending August 13, 2021, beginning, and ending with cheques #131655 to #132056 and automated payments for the period ending August 13, 2021, beginning and ending with #800020266 to #800020601 and manual cheques issued #700001146 to #700001161 be received for information.**
CARRIED UNANIMOUSLY

- June 30, 2021 Cash Flow Statement

- 21-180 **LIVINGSTON: Moves that the Board accept the June 30, 2021 Cash Flow Statement for information.**
CARRIED UNANIMOUSLY

- July 31, 2021 Cash Flow Statement

- 21-181 **KING: Moves that the Board accept the July 31, 2021 Cash Flow Statement for information.**
CARRIED UNANIMOUSLY

- Budget Update 2020-2021

The information was shared with the Board.
The Board had an opportunity to ask questions for understanding.

Page four of the Minutes of the August 18, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

- Board Budget Update 2021 - 2022

The information was shared with the Board.

Deputy Superintendent Webb and Assistant Superintendent Trodden rejoined the meeting at 4:06 pm.

2. Transportation:

- Southland Transportation Ltd. Resignation
- East Central Bussing in Clandonald Area Update
- Hardisty Area Update
- AGM Update
- Additional 2021-2022 Boundary Exemption & Cross Jurisdiction Requests
 - o Adamson Family
 - o Broadhead
 - o Anderson
 - o Pike
- Contractor Selection for Open Bus Routes
- Innisfree Bus Route Design for MIN-11
- Contractor Request for Name Change

- Southland Transportation Ltd. Resignation

The information was shared with the Board. BTPS advertised and filled the open routes.

- East Central Bussing in Clandonald Area Update

The information was shared with the Board.

- Hardisty Area Update

The information was shared with the Board.

- AGM Update

The information was shared with the Board. The contractors are awaiting final pandemic information.

- Additional 2021-2022 Boundary Exemption & Cross Jurisdiction Requests:

- Adamson Family WES (SOC) Innisfree (D)

21-182 SPORNITZ: Moves that the cross-jurisdiction (non-resident) boundary exemption request from the Adamson family residing at NW 17-44-4-W4 for bussing to their school of choice Wainwright Elementary School, be approved for the 2021-2022 school year.

DEFEATED

- Broadhead Mannville (SOC) Innisfree (D)

21-183 GORNIAK: Moves that the cross-jurisdiction (non-resident) boundary exemption request from the Broadhead family residing at SE 21-50-10-W4 for bussing to their school of choice, Mannville School, be approved for the 2021-2022 school year.

DEFEATED

- Anderson Mannville (SOC) Innisfree (D)

21-184 GORNIAK: Moves that the cross-jurisdiction (non-resident) boundary exemption request from the Anderson family residing at NW 5-50-10-W4 for bussing to their school of choice, Mannville, be approved for the 2021-2022 school year.

DEFEATED

Appeals;

- Saville

21-185 KING: Moves that the boundary exemption appeal request from the Saville family residing at NE ¼ 2 53 4 W4 living in the Dewberry Transportation Service Area requesting bussing to school of choice, Marwayne School be approved to the 2021-2022 school year.

CARRIED

- Laye

21-186 LIVINGSTON: Moves that the cross-jurisdiction (non-resident) boundary exemption appeal request from the Laye family for bussing to their school of choice, Provost Public, be approved for the 2021-2022 school year based on the approval letter granted by Prairieland School Division.

CARRIED UNANIMOUSLY

- Pike St. Paul (SOC) Mannville (D)

Information was shared with the Board. St. Paul Education denied the request for a student to attend the Two Hills School.

- One-time Payout

21-187 MARRIOTT: Moves that the Board approve a one-time payment of \$500 per route to returning and new bus contractors for the 2021-2022.

CARRIED UNANIMOUSLY

- Contractor Selection for Open Bus Routes
 - o WW-18

21-188 SPORNITZ: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with Dwayne and Sharon Guy for bus route WW-18 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ MIN-I1

21-189 GORNIAK: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with Studebaker Industries Ltd. for bus route MIN - I1 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR - D2

21-190 KING: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with Ken's Auto Diesel for bus route VR-D2 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-V06

21-191 MARRIOTT: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-V06 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-V13

21-192 GORNIAK: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-V13 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-K01

21-193 KING: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-K01 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR K03

21-194 GORNIAK: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 2057122 Alberta Ltd. o/a Liisa Olson for bus route VR-K03 effective September 1, 2021.

CARRIED UNANIMOUSLY

Page seven of the Minutes of the August 18, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

○ VR-K06

21-195 SPORNITZ: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-K06 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-K08

21-196 KING: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-K08 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-L7

21-197 LIVINGSTON: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route WVR-L7 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-M2

21-198 MARRIOTT: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with 239833 AB Ltd. o/a Don and Cee Gee Jones for bus route VR-M2 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-M3

21-199 GORNIAK: Based on the evaluation criteria for contractor selection the Board of Buffalo Trail Public Schools shall enter into a school bus service contract with Studebaker Industries Ltd. for bus route VR-M3 effective September 1, 2021.

CARRIED UNANIMOUSLY

○ VR-P8

21-200 EDDLESTON: As per 701.14AP, Route Planning and 701.15AP Bus Route Amalgamation, the Contractor Selection Committee in consultation with the Director of Transportation, recommend that bus route VR-P8 be awarded to Darrell Wright with the intent of the amalgamation and reduction of contract VR-P1 for bus route VR-P1 for the 2022-2023 school year.

CARRIED UNANIMOUSLY

Page eight of the Minutes of the August 18, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

- Innisfree Bus Route Design for MIN-11

The information was shared with the Board.

- Contractor Request for Name Change

21-201 ISAMAN: Moves that the Board add an addendum to the school bus service contract numbers WW-19, WW-20, WW-21, WW-22 and WW-23S of Jones to remove Shirley Jones from the contract and change the name of the contract to 2359833 AB Ltd., owners Don and Cee Gee Jones.

CARRIED UNANIMOUSLY

- Bonnie Martin

Request to change administrative procedure 701.2AP, Payride Busing for transportation to second primary residence. The Board is not in favor of changing the procedure.

Direction was given to send a letter explaining the situation.

G. SUPERINTENDENT'S DEPARTMENT

1. Superintendent's Report:

- Enrolment Reports
- Email from D. Keohane, Executive Director CASS re; College of Alberta Superintendents Act and Associated Regulations Amendments
- Retirement 2020-2021
- Superintendent's Report:
 - 1) Current and Significant Issues
 - 2) Communications Update
 - 3) Indigenous Education
 - 4) Leadership Meetings
- Enrolment Reports

The information was shared with the Board.

- Email from D. Keohane, Executive Director CASS re; College of Alberta Superintendents Act and Associated Regulations Amendments

The information was shared with the Board.

- Retirement 2020-2021

Bring forward to the September Meeting.

- Superintendents Report:
 - 1) Current and Significant Issues
 - 2) Communications Update
 - 3) Indigenous Education
 - 4) Leadership Meetings

The information was shared with the Board.

G. SUPERINTENDENT'S DEPARTMENT Cont.

21-202 SPORNITZ: Moves that the BTPS 2021-2022 back to school plan be approved as amended.

CARRIED UNANIMOUSLY

21-203 LIVINGSTON: Moves that the Board support the Leadership Team Meeting dates and plan as presented by the Superintendent.

CARRIED UNANIMOUSLY

21-204 SPORNITZ: Moves that the Board support the Superintendent's recommendation for the internal review process with increments for September 1, 2021.

Recorded Vote Requested

In FAVOR - Livingston, Spornitz, Parr, Archibald, KING
OPPOSED - Isaman, Gorniak, Eddleston, Marriott

CARRIED

2. Deputy Superintendent's Report:

- Staffing Reports
- Truth and Reconciliation CUPE Day in Lieu
- Calendar Guidelines Review and Committee

- Staffing Reports

21-205 GORNIAK: Moves that the Board accept the Teacher Staffing Report as presented for information.

CARRIED UNANIMOUSLY

- Day in Lieu

21-206 KING: Moves that the Board approve a day in lieu of the new Federal National Day for Truth and Reconciliation (September 30th) for CUPE employees on March 4th, 2022.

CARRIED UNANIMOUSLY

- Calendar Guidelines

21-207 GORNIAK: Moves that the Board establish a Calendar Review Committee to review the calendar guidelines as per the recommendation of the Deputy Superintendent.

CARRIED UNANIMOUSLY

3. Policy:

The next Policy Committee meeting date was set for September 7th 9:30am.

H. Business Arising from Minutes:

The letters were reviewed.

J. NEW BUSINESS:

- Letter from C. McKeage, Planning Committee Chair ARES re; Return of the Alberta Rural Education Symposium March 6-8, 2022
- Letter from Hon. A. LaGrange to Chair Parr re; Financial Information Approved Reserve Spending
- Federal National Day for Truth and Reconciliation - September 30th
- School Board Election 2021 Advance Vote

- Letter from C. McKeage, Planning Committee Chair ARES re; Return of the Alberta Rural Education Symposium March 6-8, 2022

The information was shared with the Board

- Letter from Hon. A. LaGrange to Chair Parr re; Financial Information Approved Reserve Spending

The information was shared with the Board.

- Federal National Day for Truth and Reconciliation - September 30th

The information was shared with the Board.

- School Board Election 2021 Advance Vote

21-208 ISAMAN: Moves that the Board hold an advance vote for the Ward 3 Electoral Subdivision #1, for the 2021 School Board Election if required.

CARRIED UNANIMOUSLY

- ASBA - Trustee Marriott reported that there was no recent meeting.
- The ASBA Long Service Nominations were submitted.
- The ASBA FGM information was shared with the Board.
- PSBC - Trustee Gorniak reported on the PSBC meeting she attended. She heard the presentation from Doug Griffiths. Information from the PSBC budget was shared regarding the Theodore Case.
- The PSBC 4-year calendar shared.
- The PSBA Free PD Session information was shared.
- The PSBA Long Service Awards were presented to Trustees King and Isaman.
- RCASB - The next meeting with the Minister is planned for Sept 13th.

Page eleven of the Minutes of the August 18, 2021, meeting of The Board of Trustees of Buffalo Trail Public Schools

K. TRUSTEE REPORTS Continued:

- TEBA - The last meeting was in June. Negotiations will be starting soon.

L. TRUSTEE READINGS:

- none

M. INFORMATION ITEMS:

The information was reviewed.

N. COMMUNICATION STRATEGY

- Back to School Plan
- September Division Student Day
- Lieu Day for CUPE March 4th
- PSBAA Long Service Awards

21-209 MARRIOTT: That the board meeting adjourn.

CARRIED UNANIMOUSLY

Time: 6:11 pm hours (18:11PM)

Board Chair

Recording Secretary