Call to Order

Board Chair Barb Johnson called the Regular Meeting of the Board of Trustees of Wetaskiwin Regional Public Schools to order at 10:19 a.m.

Consideration of Agenda

Resolution #WR20160913.1001
Moved By: Jennifer Day
That the agenda be approved as presented or with the addition of 12.4 2016-2017 Enrollment as at September 9, 2016.

Carried Unanimously
Minutes Approval

Resolution #WR20160913.1002
Moved By: Dave Gursky
That the minutes for the Regular Board Meeting (2016/06/14) be adopted with a change in reference of ASBA Zone 4 to ASBA Fall General Meeting.
Carried Unanimously

Wetaskiwin Health Foundation Supports Hungry Students (Celebrating Excellence) (Issue #20160830002)


In support of the Food Security Committee's efforts to feed disadvantaged students, the Wetaskiwin Health Foundation has announced financial commitment to four WRPS schools: WCHS, WCHS Off Campus, Pigeon Lake Regional School and Buck Mountain Central School. Allocations ranging from $2500 to $3500 per school site will have significant positive impact on students. The Foundation's decision to partner in feeding hungry students is viewed as innovative and reflects a proactive investment in health promotion which departs from the traditional acute care projects that are frequently associated with Health Foundations around the province.

Dr. Nina Wyrostok, Director introduced Mr. John Strong, from the Wetaskiwin Health Foundation Executive Director who advised the Board of the of Health Foundation's commitment of $12,500 to the health programs within our school's in 2016-2017. Mr. Strong advised the Health Foundation will be working on not only feeding student but educating them on nutrition and healthy food choices.

The Board thanked Mr. Strong, for the Wetaskiwin Health Foundation's commitment to the children in Wetaskiwin Regional Public Schools.

Information

Dr. Wyrostok and Mr. Strong left the meeting at 10:35 a.m.

Policy 14 Board Hearings on Teacher Transfer Matters (Issue #20160718001)

Mr. Rick Hayes, Associate Superintendent: Personnell advised the Board of the revisions to Board Policy 14: Board Hearings on Teacher Transfer Matters.

Robbyn Erickson left the meeting at 10:30 a.m.

Resolution #WR20160913.1003
Moved By: Karen Becker
That the Board approve Policy 14 Board Hearings on Teacher Transfer Matters as amended.
Carried

Trustee Erickson entered the meeting at 10:37 a.m.

Board Policy 7: Board Operations Revision (Issue #20160629001)

At the May 10, 2016 Regular Board meeting the Board determined that:

"All Board meetings will be chaired by the Board Chair or in the absence of the Board Chair the Vice-Chair."

Board Policy 7. Board Operations will require an amendment under section 2: Regular Scheduled Meetings
2.7 Trustees will be selected on a rotational basis to serve as chair of the first monthly Board meeting; the Board Chair will serve as chair of the second Board meeting.

This clause will be removed to reflect this direction.

**Resolution #WR20160913.1004**  
Moved By: Robbyn Erickson  
That the Board amend Board Policy 7: Board Operations as presented.  
*Carried Unanimously*

**Board Policy 8 Revision**  
(Activity)  
(Issue #20160830001)

At the April 12, 2016 Regular Board Meeting the Board determined that they would appoint three Trustees to the Audit Committee.

The minutes read as follows:

*The committee reviewed the draft accounting standard changes proposed by Treasury Board related to the process for recording Endowments and determined these changes were immaterial and the Committee reviewed their recently revised Terms of Reference. Based on the approved Terms of Reference the committee membership requires three trustees and it currently only has two.*

*Discussion ensued regarding appointing a third Trustee to the Audit Committee. The Board determined that three trustees would be appointed to the audit committee at the 2016 Board Organizational meeting.*

Board Policy 8 Committees of the Board indicates that the Board will appoint only two trustees to the Audit Committee.

A revision to Policy 8 is required to match the April 12, 2016 decision to appoint three trustees to the Audit Committee.

**Resolution #WR20160913.1005**  
Moved By: Lynn Ware  
That the Board approve a revision to Board Policy 8 Section 3.3 to read as follows:

3.3 Membership

- Three trustees and one independent, external Board Members.  
*Carried Unanimously*

**ASBOA Past President's Scholarship**  
(Activity)  
(Issue #20160616002)

Barb Johnson, Board Chair advised that a letter dated June 8, 2016 was received by the Board Chair notifying the Board that the Alberta School Business Officials of Alberta awarded the Board with a $1,500.00 cheque to recognize the contribution of Ms. Sherri Senger, Associate Superintendent Business, in her ASBOA role as Past President. The award was created to recognize a Boards' support of its' senior executive officer so they are able to volunteer the time and energy necessary to fulfill this very important position in ASBOA.

This matter is time sensitive as the $1,500.00 is a high school scholarship and some of the Board's high schools will be doing their award ceremony in the Fall. The Board must determine:
1. Does the Board wish to divide the scholarship into three $500.00 scholarships for each high school?
2. Does the Board wish to recognize high school students in the 2015 - 2016 school year when Ms. Senger was Past President? or
3. Does the Board wish to recognize high school students in the 2016 - 2017 school year?

The scholarship is to be awarded to a student or students who:

- Leadership and the pursuit of higher education in the business, financial and/or management field.
- Other specific criteria as determined by the Board and Ms. Senger.

Discussion ensued. The recipients for this scholarship will be determined by the principal of each school.

Resolution #WR20160913.1006

Moved By: Lynn Ware
That the scholarship be divided into three separate $500.00 scholarships to be awarded to one student at each of the Board's high schools for leadership and the pursuit of higher education in the business, financial and/or management field in the 2016 -2017 school year.

Carried Unanimously

Ms. Sherri Senger, Associate Superintendent: Business advised that the City of Wetaskiwin is building a roundabout on the corner of 50 avenue and 47 street. In order to complete the project the City requires access to property owned by Wetaskiwin Regional Public Schools (WRPS).

Based on direction given by the Board of Trustees the Associate Superintendent, Business has been working with the City's land development department to finalize an agreement in which the City of Wetaskiwin purchases and maintains the property required for the roundabout. Unfortunately, an agreement could not be finalized before the construction project was to commence on July 1, 2016. It was the City's intention to have the roundabout constructed by the first day of school, September 6, 2016.

In order to assist the City in moving forward in a timely manner there was a meeting held between the City Manager, City Land Development Manager, WRPS Superintendent, Associate Superintendent, Business, WRPS Board Chair and Trustee, Ollenberger, in which there was a decision made to enter into a Memorandum of Understanding (MOU) allowing the City to begin construction and both parties time to finalize the land acquisition agreement. The Memorandum of Understanding is attached for reference. On August 24, 2016 the land acquisition agreement was signed by both parties. The Land Acquisition Agreement is attached for reference. In order to finalize the land disposition the Board of Trustees need to deem the property surplus and a letter must be written to the Minister of Education requesting Ministerial Approval.
**Resolution #WR20160913.1007**
Moved By: Lynn Ware
The Board of Trustee deems the portion of Lands, consisting of approximately 537.5 square meters, located on the corner of 50 Avenue and 47 Street in the City of Wetaskiwin, surplus to Board needs.

**Carried Unanimously**

Dr. Terry Pearson, Superintendent of School advised that the Miyo Wahkohtowin Education Board of Trustees would like to invite the Wetaskiwin Regional Public Schools’ Board of Trustees to a celebration of the Building Collaboration and Capacity in Education Program partnership. The two Boards would meet and participate in an opening ceremony, which would include a Pipe Ceremony and a possible sweat lodge in October. The Miyo Wahkohtowin Education Board of Trustees will provide possible dates for this celebration subsequently Dr. Pearson will advise Board of the dates as soon as he is notified.

Dr. Pearson encouraged the Board members to attend this very significant celebration.

**Information**

Dr. Terry Pearson advised that the Board had approved its Strategic Direction at the May 24, 2016 Regular Board meeting. The Board also approved the following motions:

- The Board directs administration to work with the staff and parents of Parkdale, Queen Elizabeth and C. B. McMurdo schools to achieve further efficiencies in the French Immersion and Year-Round programs. This work will include examining ways to optimize the utilization of Queen Elizabeth School.
- That the Board consult with school administration and parents, who have students in Wetaskiwin Composite High School for 2017 - 2018 school year to develop a vision of a new school community.

During the Thought Exchange process participants identified new capabilities they would like students to experience that they currently cannot. Are these experiences to be part of the consultation process? Discussion ensued. It was the consensus of the Board that administration review the Thought Exchange data to inform the Board and administration of the questions and concerns that were posed by parents and the public regarding the Grade 9 students attending the Wetaskiwin Composite High School in 2017-2018. Administration from the High School would be involved in planning the consultation and orientation process. A committee of the whole meeting will be held in the afternoon of September 27, 2016.

The Board requested that administration commence work to achieve further efficiencies in the French Immersion and Year-Round programs, which includes examining ways to optimize the utilization of Queen Elizabeth School. Administration would then report back to the Board at a future meeting.

**Information**
Mr. Brian Taje, Associate Superintendent: Instruction advised that in 2016-2017 the Board will go back to a less formal school visit format. A schedule has been planned outlining the visits for 2016-2017 school year. The purpose of the visit will be to re-orientate trustees with the range of programs and services in Wetaskiwin Regional Public Schools. Trustees had indicated that they will observe classes, special events, and other unique activities within each school. Discussion ensued. Mr. Taje will finalize the schedule based on the discussion.

Information

Travel Time
(Trustee Reports)
(Issue #20160907002)

Trustee Karen Becker, requested a discussion regarding travel time being included in overall meeting time, as per the previous form 7-1 September 2013.

Ms. Sherri Senger, Associate Superintendent: Business advised that in March 2015 Form 7-1 was deleted and the information was added as an appendix to Policy 7. Discussion ensued regarding Trustee travel time being paid for meetings and committee work other than Board meetings.

Resolution #WR20160913.1008
Moved By: Karen Becker
That Appendix A of Policy 7 under Reimbursement Rates be revised by removing in excess of two hours and stating that travel time for meetings be paid as part of the reimbursement rate as it had been the practice previously.

Defeated

The meeting recessed at 12:05 p.m.
The meeting reconvened at 1:03 p.m.

ASBA
(Trustee Reports)
(Issue #20160907002)

Trustee Karen Becker outlined the ASBA Zone 4 Highlights as information and requested that the Board consider what they would like to highlight as a showcase at the November ASBA Zone 4 meeting being hosted by Wetaskiwin Regional Public Schools. The ASBA Showcase will be discussed at the next Board meeting.

Trustee Becker also requested permission to attend the ASBA Issues Forum to be held September 27 and 28, 2016. Trustee Becker suggested that Wetaskiwin Regional Public Schools consider having a Treaty 6 flag raised. This item will be added to a future agenda for further consideration after it is discussed at the Maskwacis Education Council.

Resolution #WR20160913.1009
Moved By: Karen Becker
That Trustee Becker attend the ASBA Issues forum on September 27 & 28, 2016.

Carried Unanimously
Trustee Becker reported on the PSBAA Council Meeting held August 18-20, at the Doubletree by Hilton in Edmonton.

TRUSTEE REPORTS:
- ASBA Zone 4
- Public School Boards Association of Alberta
- Yellowhead Regional Library
- Community Learning Council
- Leaders of Tomorrow
- Trustee Reports

Trustees presented verbal reports.
A discussion ensued regarding representation on SCHEP. Dr. Pearson will follow up on the status if they would like Board representation Trustee Gursky would like this appointment with Trustee Erickson as alternate.

Mr. Rick Hayes, Associate Superintendent: Personnel presented a Human Resources report which provided trustees with the staffing changes that took place at each school for the 2016/2017 school year.

Ms. Sherri Senger, Associate Superintendent: Business advised that the new Griffiths Scott Middle School opened in September 2012. School Boards have 24 months (2 years) subsequent to the date of Substantial Completion to submit the Final Statement of Eligible Costs and to request the final grant payment. The reason for this is that the school may continue to spend capital grant dollars once the school is operational. For example, the new school may require furniture and equipment that was not purchased during the construction phase of the capital project. This was the case with Griffiths Scott Middle School as, in fact, the last eligible cost applied to the capital grant was made in August 2014. That same month, the Associate Superintendent, Business submitted the Final Statement of Eligible Costs documentation requesting a final grant payment of $3,578,980. Since that time there have been several resubmission due to changes in staff at the government level and a requirement to file multiple claims due to the complexity of this project. The last resubmission was made in August 2015. Ms. Senger presented a letter dated June 17, 2016, from Alberta Infrastructure indicating that the request for $3,578,980 has finally been approved and payment was received in July 2016.

Ms. Sherri Senger, Associate Superintendent: Business advised that Alberta Education required that an Unaudited Schedule of Fee Revenue be completed as part of the Audited Financial Statements for the year ended August 31, 2015. This requirement was added late in the 2014-2015 school year which caused ASBOA members to express concern that insufficient notice was given and as a result school boards didn’t have the time necessary to adjust their chart of accounts in order to report school fee revenue in a consistent manner. During the 2015-16 school year
ASBOA presented Alberta Education with its recommended definition for school fees as well as a number of proposed school fee revenue reporting templates. Alberta Education accepted the recommendations, reporting templates and agreed to hold off requiring an audit of the reporting templates until the year ended August 31, 2017 in order to provide school boards with the time necessary to make changes to how school fees revenue is recorded and reported.

The most notable change is that Fees are now categorized in four (4) distinct categories:

1) Basic educational services (Approved by the Board of Trustees)
2) Enhanced educational services (Approved by the School Principal in consultation with the school community)
3) Non-curricular services (Approved by the School Principal in consultation with the school community)
4) Transportation services (Approved by the Board of Trustees)

The Associate Superintendent, Business, in an effort to align with the recently accepted recommendations, has reviewed all Administrative Procedures and Forms related to school fees and is proposing the following replacements, revisions and deletions:

- Administrative Procedure 505 Instructional Materials and Program Fees be replaced with Administrative Procedure 505 Student Fees;
- Form 505-1 Instructional Materials Plan Agreement be deleted;
- Form 2-1 Instructional Material Fees be renumbered to Form 505-1 and be renamed to Board Approved Fees;
- Form 2-2 Program Fees be deleted;
- Form 508-1 Waiver of Mandatory School and Transportation Fees Application Form be renumbered to Form 505-2, renamed to Waiver of Fees Application Form and revised to indicate that a waiver only applies to Basic Educational, Enhanced Educational and Transportation Fees;
- Administrative Procedure 508 Fee Collection to be deleted.

Ms. Senger reviewed the proposed revisions to the current Administrative Procedures and associated Forms with the Board. Ms. Senger advised that she has already presented this information to the System Administration Team and has asked them to review the documents and provide feedback.

Information

Trustee Karen Becker left the meeting at 1:51 p.m.

Trustee Karen Becker entered the meeting at 1:57 p.m.

Ms. Sherri Senger, Associate Superintendent: Business advised that at the June 14, 2016 Regular Board meeting, work with the Pigeon Lake Athletic, Cultural and Educational Society (PLACE) to expedite opportunities to partner with PLACE to assist in bringing their plans for the $300,000.00 expansion to the facility at Falun School.

On August 16, 2016, the Associate Superintendent, Business Sherri Senger met with Mr. Rod Hawken, Assistant Chief Operating Administrator for the County of Wetaskiwin to discuss options available in order to assist
PLACE in accessing grant funding they require to complete the
classification of the Falun Skating Rink. Based on Mr. Hawken’s direction,
the Associate Superintendent, Business drafted a letter to Mr. Frank
Coutney, Chief Operating Administrator for the County of
Wetaskiwin, requesting that he take two possible land ownership scenarios
forward to the County Councilors for their consideration.
On September 6, 2016 the Associate Superintendent, Business received
the County’s response in a letter dated August 31, 2016. The County’s
preference is for the property to be sub-divided, the municipal reserve
designation removed and any disposition be at the discretion of the Board.

Ms. Senger advised that the PLACE Society will be meeting on September
14, 2016 to discuss these options and will advise the us on how they would
like to proceed.

Information

Trustee Shauna Bruno left the meeting at 2:00 p.m.

Ms. Sherri Senger, Associate Superintendent: Business presented and
explained the summary of the 2016-2017 enrollment as at September 9,
2016 which indicates that as of September 9, 2016 we have an increase of
37.5 FTE.

Information

Dr. Terry Pearson, Superintendent of Schools advised that the Minister of
Education reviewed the Board letter dated June 29, 2016 requesting an
exemption from sections 4 & 7 of the Closure of Schools Regulation
(238/97) pursuant to Section 1.2(2) of the regulation.
A letter of response from Minister Eggen was received on July 20, 2016
and was presented as information.
Dr. Pearson requested that the Board consider when they would like to
make the official motion to close the Millet School and contact the Millet
School community to allow a delegation to come forward to discuss and
debate the closure of Millet School.
Discussion ensued. It was the consensus of the Board that the motion be
forth to close the Millet School at the September 27, 2016 Regular
Board Meeting.

Information

Resolution #WR20160913.1010
Moved By: Robbyn Erickson
That the meeting go in to In-Camera, at 2:40 p.m., pursuant to Section
70(3) of the Alberta School Act, and amendments thereto, and Division 2 of
Part 1 of the Freedom of Information and Protection of Privacy Act, Revised
Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to
discuss Privileged Information with regards to the Special Needs Tribunal,
Superintendent Evaluation, Board Self Evaluation Report and PSBAA
Special Levy.

Carried Unanimously

Lynn Ware left the meeting at 2:55 p.m.
Lynn Ware entered the meeting at 2:57 p.m.

**Resolution #WR20160913.1011**
Moved By: Dave Gursky  
That the meeting come Out-of-Camera at 3:02 p.m.  
*Carried Unanimously*

**Superintendent (CEO) Evaluation**  
(Confidential)  
(Issue #20160622001)

**Resolution #WR20160913.1012**
Moved By: George Ollenberger  
That the Board approve the Superintendent evaluation report as developed during the evaluation workshop of June 16, 2016 as an accurate accounting of the Superintendent's performance for the period June 19, 2015 - June 16, 2016 and further the Board authorizes the Chair to make any required technical edits and sign the report on the Board's behalf.  
*Carried Unanimously*

**Board Self Evaluation Report**  
(Confidential)  
(Issue #20160622002)

**Resolution #WR20160913.1013**
Moved By: Dave Gursky  
That the Board approve the Board self-evaluation report as developed at the facilitated workshop of June 20, 2016 and that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.  
*Carried Unanimously*

Lynn Ware left the meeting at 3:05 p.m.

**In Camera Issue from PSBAC**  
(Confidential)  
(Issue #20160907003)

**Resolution #WR20160913.1014**
Moved By: Karen Becker  
That the Board accept the PSBAA Special Levy of $.90 per student.  
*Carried Unanimously*

Adjournment

**Resolution #WR20160913.1015**
Moved By: Robbyn Erickson  
That the meeting be adjourned at 3:09 p.m.  
*Carried Unanimously*

____________________________
Board Chair

____________________________
Associate Superintendent: Business