



Minutes of the In-Camera, In-Conference and Regular Meeting of the Board of Trustees of Fort McMurray Public School District, held in the Main Board Room, Clearwater Public Education Centre, 2013 11 25.

Attendees:

Chair	- J. Thompson
Trustee	- T. O'Hara
Trustee	- S. Drover
Trustee	- A. Adams
Superintendent	- D. Nicholls
Associate Superintendent	- B. Sautner – joined at 1900 hrs.
- Education & Admin.	
Associate Superintendent	- A. Kallal
- Business & Finance	
Associate Superintendent	- P. Meagher – joined at 1045 hrs.
- HR & Admin.	
Recording Secretary	- S. Dunn
Regrets:	- Trustee Mywaart

20903	Call to Order	Chair, Jeff Thompson, called the meeting to order at 0904 hrs.
20904	Additions to the In-Camera Agenda	None.
20905	Approval of Agenda	Trustee Drover served motion at 0905 hrs. M/C That the agenda be approved.
20906	In-Camera Meeting	Trustee O'Hara served motion at 0905 hrs. M/C That the meeting proceed to the in-camera meeting.
20907		Joined: Trustee Adams at 0917 hrs.
20908	Out of In-Camera	Trustee Adams served motion at 1046hrs. M/C That the Board of Trustees move out of the In-Camera meeting and proceed to In Conference.
20909	Additions to Agenda	None
20910	Approval of Agenda	Trustee Drover served motion at 1059 hrs. M/C That the agenda be approved.
20911	Minutes – In-Camera, In-Conference and Regular Meeting 2013 10 21	Trustee Adams served motion at 1101 hrs. M/C That the Minutes of 2013 09 16 In-Camera, In-Conference and Regular Meeting be approved.

20912 Minutes – Special Organization Meeting 2013 11 04 Trustee Drover served motion at 1101 hrs. M/C That the Minutes of 2013 11 04 Special Organization Meeting be approved.

20913 Minutes – Committee of the Whole 2013 11 04 Trustee O'Hara served motion at 1102 hrs. M/C That the Minutes of 2013 11 04 Committee of the Whole Meeting be approved.

20914 Joined: Associate Superintendent Phil Meagher at 1102 hrs.

20915 Business Arising from the Minutes

1. Walter & Gladys Hill Funding Review – Associate Superintendent Allan Kallal reported Finance Department staff have completed their review and do not foresee any funding issues.
2. Amended Policy (Whistleblower Protection Act) – Associate Superintendent Allan Kallal indicated this Policy will be brought before the Board for approval during the Regular Board meeting.
3. Edge Schools Skills Academy – carried forward to the January Board meeting.
4. Review of Policy GCPC – Retirement of Professional Staff Members – Associate Superintendent Phil Meagher indicated this Policy is still under review.
5. Information on RMWB's Step Program Committee – Trustee Adams updated trustees and senior administration that she will be able to provide information on the Step Program this week.
6. Letter Regarding Proposed LAPP Changes – A letter was written and is included in the correspondence section of the Regular Board meeting.
7. Board Christmas Dinner – Superintendent Doug Nicholls updated trustees and senior administration on his proposal for the annual Board Christmas Dinner Trustees agreed on the date of January 10, 2014, commencing at 5:30 p.m.
8. Student Transportation – Associate Superintendent Allan Kallal indicated this item can now be tabled.

20916 Superintendent's Report Superintendent, Doug Nicholls, updated trustees and senior administration on his involvement in the C.2 Committee, one-on-one interviews with Central Office staff and administrators, and his proposal for the annual Board Retreat.

20917 Trustee Engagement Since the October 21, 2013, Board Meeting, trustees attended:

- Remembrance Day – Timberlea School
- Remembrance Day – Dr. Clark School
- Remembrance Day – Greely Road School
- Remembrance Day – Ecole McTavish
- November 11 – Remembrance Ceremony
- PSBA & ASBA Fall Generals
- Timberlea Fundraiser
- Networks Committee Meeting

20918 Public School Boards Association (PSBA) No report.

20919 Alberta School Boards Association (ASBA) No report.

-
- 20920 Debrief – Special Networks Committee Meeting November 4, 2013 Superintendent Nicholls updated Trustees and senior administration on the first Special Networks Committee meeting held November 4, 2013, and proposed a second Special Networks meeting be held in either March or April. Trustee Adams will discuss this proposal with the Networks Committee during their January 6, 2014, meeting.
-
- 20921 School Christmas Concert Schedule Trustees reviewed the list of School Christmas Concerts. Chair Thompson asked trustees to advise the Recording Secretary if they are able to attend any of the school concerts.
-
- 20922 Review of Public Agenda Trustees reviewed the public agenda in preparation for the Regular Board meeting.
-
- 20923 Out of In-Conference Trustee Adams served motion at 1150 hrs.
M/C
That the Board of Trustees move out of the In-Conference meeting and recess until 1900 hrs.
-
- 20924 Convene Regular Meeting Chair, Jeff Thompson, called the meeting to order
M/C
That the Board of Trustees reconvene the Regular Meeting at 1900 hrs.

Other attendees: Full audience
Media: 0
-
- 20925 O Canada Chair, Jeff Thompson, welcomed everyone present and invited meeting attendees to stand for the national anthem.
-
- 20926 Question Period There were no questions.
-
- 20927 Additions to Agenda None
-
- 20928 Approval of Agenda Trustee Drover served motion at 1902 hrs.
M/C
That the agenda be approved.
-
- 20929 Trustee Items Board Chair, Jeff Thompson, updated meeting attendees that Trustee Mywaart was absent for this meeting.
-

20930 District Spotlight

Spotlight on Education
Presentation by Dr.
Clark Public School

Associate Superintendent, Brenda Sautner, introduced Dr. Clark Public School Principal Jeff Porter. Mr. Porter introduced teacher, Ms. Samantha Aylward, who has taught in Dr. Clark Public School for six years. Ms. Aylward updated trustees and senior administration on the election process Dr. Clark students followed paralleling the recent municipal elections. The students in attendance spoke about their experience.

Trustees thanked the students for attending and sharing their views.

Registered
Apprenticeship Program
Awards (RAP)

Associate Superintendent, Brenda Sautner, updated Trustees and senior administration on four Westwood Community High School students who received Registered Apprenticeship Program Awards in Edmonton on November 15, 2013:

Dylan Turcotte
Tyler Broughton
Kyle Dinney
Heather Squire

indicating these students are now gainfully employed.

Fort McMurray Islamic
School Recycling Award

Associate Superintendent, Brenda Sautner, introduced FMIS Principal, Taj Mohammed, and teacher Emilie Giroux. Ms. Giroux explained the Recycling Program and listed the awards the Fort McMurray Islamic School has received, totalling approximately \$2,700 to date. Ms. Giroux also indicated their school has received very positive media coverage.

Superintendent Nicholls asked students to report on what interested them about this project, and updated Trustees and senior administration that the Fort McMurray Islamic School Recycling Program also received recognition during the recent Chamber of Commerce Awards night.

20931 Recess

Meeting Recessed: 2029 hrs.
Meeting Reconvened: 2034 hrs.

20932 Superintendent of
Schools Report

Superintendent, Doug Nicholls, called upon Associate Superintendent, Phil Meagher, to update trustees on his report. Mr. Meagher introduced Annalee Nutter as the new Principal of Walter & Gladys Hill Public School.

Associate Superintendent, Allan Kallal, updated trustees and senior administration on the current scope of the Business Services Department, including technology, plant operations, maintenance, capital projects and negotiations.

Associate Superintendent, Brenda Sautner, updated trustees on the Three Year Combined Strategic Education Plan (SEP) and Annual Education Results Report (AERR) 2013 – 2016 brought before the Board for their approval.

20933 Approval of 3 Year
Combined Strategic
Education Plan (SEP)
and Annual Education
Results Report (AERR)
2013 - 2016

Trustee Adams served motion at 2010 hrs.
M/C
The Board of Trustees approve the 3 Year Combined Strategic Education Plan (SEP) and Annual Education Results Report (AERR) 2013 - 2016 for the Fort McMurray Public School District #2833.

20934 Approve Board
Organization – 2013 –
2014 School Year

Trustee Drover served motion at 2019 hrs.
M/C
That the Board of Trustees acknowledge the appointments to committees and election to positions for the 2013 – 2014 school year.

-
- 20935 Reaffirm the 2013 – 2014 Schedule of Committee of the Whole and Board Meeting Dates Trustee Drover served motion at 2020 hrs.
M/C
That the Board of Trustees reaffirm the 2013 - 2014 schedule of Committee of the Whole (COW) and Board Meeting dates.
-
- 20936 Approve Amended Policy HD School Year Trustee O'Hara served motion at 2025 hrs.
M/C
That the Board of Trustees approve Policy HD School Year, as amended.
-
- 20937 Approve Amended Policy CD Management Team Trustee Adams served motion at 2030 hrs.
M/C
That the Board of Trustees approve Policy CD Management Team, as amended.
-
- 20938 Approve Amended Policy DAA Fiscal Management Priority Objectives Trustee Adams served motion at 2033 hrs.
M/C
That the Board of Trustees approve Policy DAA Fiscal Management Priority Objectives, as amended.
-
- 20939 Approve Amended Policy ECAA – Access to Buildings Trustee Drover served motion at 2036 hrs.
M/C
That the Board of Trustees approve Policy ECAA – Access to Buildings, as amended.
-
- 20940 Approve Amended Policy IH Students Assisting Students Trustee O'Hara served motion at 2037 hrs.
M/C
That the Board of Trustees approve Policy IH Students Assisting Students, as amended.
-
- 20941 Approve Amended Policy GDO Ethics and Business Conduct Associate Superintendent Allan Kallal updated trustees and senior administration on suggested amendments to Policy GDO Ethics and Business Conduct. Chair Jeff Thompson inquired if an anonymous method of reporting had been established.

Trustee Drover served motion at 2041 hrs.
M/C
That the Board of Trustees approve Policy GDO Ethics and Business Conduct, as amended.
-
- 20942 Approve Minor Amendments to Policies EEAB School Bus Scheduling & Routing and EED Student Suspension/ Transportation Services Trustee Drover served motion at 2050 hrs.
M/C, with Trustee O'Hara abstaining
That the Board of Trustees approve the attached policies with a minor amendment to "delegation of authority to the Superintendent" to include "*and his/her designate*".
-
- 20943 Reaffirm Policies FEB, FN, GBCB and GBCC Trustee O'Hara served motion at 2105 hrs.
M/C
That the Board of Trustees reaffirm Policies FEB, FN, GBCB and GBCC.
-
- 20944 Approval of Fall 2013/2014 Budget Trustee Drover served motion at 2114 hrs.
M/C
That the Board of Trustees approve the Fall Budget Update 2013/2014.
-

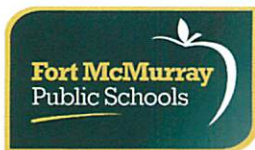
20945	Approve New Modular Request	Associate Superintendent, Allan Kallal, updated trustees and senior administration on his request for the addition of four modulares. Discussion followed. Trustee Adams served motion at 2120 hrs. M/C That the Board approve the attached new modular request form for the 2014/15 school year.
20946	Approve Locally Developed/Acquired Courses	Trustee O'Hara served motion at 2125 hrs. M/C The Fort McMurray Public School District #2833 Board of Trustees approve the locally acquired courses Improvisational Theatre 15 – 3, 15 – 25 – 35 (5) and Vocal Jazz 15 – 25 – 35 (3 & 5) obtained from Edmonton School District No.7. for use by Westwood Community High School, Fort McMurray Composite High School and Frank Spragins High School beginning the second semester of the 2013 – 2014 school year until August 31, 2016. The material and resources utilized for this course will be as per the course outline.
20947	Correspondence	1. October 23, 2013 Letter to Honourable Doug Horner - Chair, Jeff Thompson, reviewed the letter sent to Honourable Doug Horner regarding Local Authorities Pension Plan changes. 2. October 29, 2013 Letter to Doug Aitkenhead, Teacher Relations Branch – Chair Jeff Thompson reviewed a letter he received from the Superintendent regarding the C.2 Committee's First Report. Superintendent Nicholls indicated the C.2 Committee met recently and is currently looking at conducting two surveys – one for ATA and one for CUPE staff.
20948	Business Arising	None.
20949	Other Business	None.
20950	Request for Information	Trustee Drover inquired about the Partnership Facilitator Position. Superintendent Nicholls indicated this would be discussed at the Board Retreat in January. Trustee Drover expressed his concern with keeping the position vacant in terms of possible loss of corporate sponsorship.
20951	Future Agenda Items	None.
20952	Out of Regular Meeting and Recess	Trustee Adams served motion at 2135 hrs. M/C That the Board of Trustees move out of the Regular Meeting and recess.
20953	In-Camera Meeting	Trustee O'Hara served motion at 2140 hrs. M/C That the meeting proceed to the in-camera meeting.
20954	Allocation of Capital Funds	Associate Superintendent, Allan Kallal, reviewed a list of funding options. Trustees agreed with the proposed allocation of funds.

20955 Adjourn

There being no further business, Chair, Jeff Thompson, adjourned the meeting at 2202 hrs.


BOARD CHAIR


SECRETARY-TREASURER



Minutes of the Special Organization Meeting of the Board of Trustees of Fort McMurray Public School District, held in the Board Room of the Clearwater Public Education Centre, 2013 11 04 at 900 hrs.

Attendees:

- Trustee - Jeff Thompson
- Trustee - Tim O'Hara
- Trustee - Linda Mywaart
- Trustee - Stephen Drover
- Trustee - Angela Adams
- Superintendent of Schools - Doug Nicholls
- Chief Deputy Superintendent - Phil Meagher (joined at 1018 hrs.)
- Associate Superintendent - Business & Finance - Allan Kallal
- Associate Superintendent - Education & Admin - Brenda Sautner
- Recording Secretary - Sharon Dunn

20899	Call to Order	Associate Superintendent Allan Kallal called the meeting to order at 906 hours.
20890	Oath of Office	Mr. Kallal presided over the Oath of Office for the newly elected trustees.
20891	Conflict of Interest Declarations	Mr. Kallal reviewed details of the Conflict of Interest Declarations forms with members of the Board. These forms were then completed by each trustee and submitted to Mr. Kallal.
20892	Discussion of Leadership Positions	Mr. Kallal reviewed the roles and responsibilities of the Leadership positions.
20893	Elections of Officers	Mr. Kallal presided over the election of Chairman of the Board.
20894	Board Chair	Mr. Kallal asked for nominations for the position of Board Chair. Trustee Angela Adams nominated Jeff Thompson. Mr. Thompson accepted the nomination and was elected Board Chair by acclamation.
20895	Vice Chair	Board Chair Jeff Thompson presided over the election of the Vice Chair. Trustee Stephen Drover nominated Linda Mywaart. Ms. Mywaart accepted the nomination and was elected Vice Chair by acclamation.

20896 Appointment of Committee Representatives
2013 - 2014 Board Organization

Organizations	Composition
Board of Trustees	Board Chair Jeff Thompson Vice Chair Linda Mywaart 3 Trustees Angela Adams Stephen Drover Tim O'Hara <u>Others</u> Superintendent Doug Nicholls Associate Superintendents: Phil Meagher, Chief Deputy Superintendent Allan Kallal, Business & Finance Brenda Sautner, Education/Administration
Committee of the Whole	Board Chair - Liaise to Board of Trustees - Chairs Meetings
Negotiations	Trustee + trustee (AA and LM) (AK, PM)
Management Comp	Trustee, and Board Chair (AA and JT) (DN, AK)
Policy Advisory	Trustee + trustee (SD and TO) (DN, AK)
Networks	Trustee + trustee (AA and SD) (DN)
ASBA	LM - SD
PSBC	LM - AA
Ad Hoc Audit Committee	Chair + AA (AK)

20897 Review Board Work Plan The Board of Trustees reviewed the annual work plan identified in the Trustee Handbook.

20898 Board of Trustees Meeting Dates & Times Members of the Board reviewed and discussed various meeting details. The following schedule was confirmed:
a) Board and Committee of the Whole Meeting dates and times.
b) Board Retreat – evening of January 16 & 17, 2014
c) School Growth Plans –December 2nd from 9:00 a.m. to 1:00 p.m.
d) Trustees in Schools

20899 Recess Meeting Recessed: 1108 hrs.
Meeting Reconvened: 1154 hrs.

20900 Conferences Trustees reviewed upcoming conferences and confirmed attendance at the Public School and Alberta School Boards Associations Fall General Meetings scheduled November 13 – 19, 2013, in Edmonton.

The list of conferences and trustee attendance will be reviewed again in January 2014.

20901 Trustees in Schools Trustees reviewed and approved their schedule of school coverage.

20902 Adjourn There being no further business, Board Chair Jeff Thompson adjourned the meeting at 1213 hrs.


BOARD CHAIR


SECRETARY-TREASURER
