

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, 2011 06 20 at 0842 hrs.

**Attendees:**

Trustee	- Jeff Thompson
Trustee	- Glenn Cooper
Trustee	- Linda Mywaart
Trustee	- Stephanie Blackler
Trustee	- Angela Adams
Superintendent of Schools	- Dennis Parsons
Associate Superintendent	
- Business & Finance	- Allan Kallal
Recording Secretary	- Sharon Dunn

Regrets: Associate Superintendent, Phil Meagher

<b>19721</b>	<b>Call to Order</b>	Chair, Jeff Thompson, called the meeting to order at 0842 hours.
<b>19722</b>	<b>Discussion of Leadership Positions</b>	Members of the Board reviewed roles and responsibilities of the Leadership positions.
<b>19723</b>	<b>Elections of Officers</b>	Associate Superintendent Business & Finance, A. Kallal, presided over the election of Chairman of the Board for 2011 – 2012.
<b>19724</b>	<b>Board Chair</b>	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.
<b>19725</b>	<b>Vice Chair</b>	Board Chair, Jeff Thompson, presided over the election of the Vice Chair. Trustee Linda Mywaart nominated Glenn Cooper. Mr. Cooper accepted the nomination and was elected Vice Chair by acclamation.



**19726 Appointment of  
Committee  
Representatives**

**2011 - 2012 Board Organization**

MRT = (Most Responsible Trustee)      MRE = (Most Responsible Exec.)

<b>Organizations</b>	<b>Composition</b>
<b>Board of Trustees</b>	Board Chair    Jeff Thompson Vice Chair    Glenn Cooper 3 Trustees    Angela Adams Stephanie Blackler Linda Mywaart  <u>Others</u> Superintendent Dennis Parsons Associate Superintendents: Phil Meagher, Education & Administration Allan Kallal, Business & Finance Vacant, HR/Administration
<b>Committee of the Whole</b>	Board Chair - Liaise to Board of Trustees - Chairs Meetings  <div style="display: flex; justify-content: space-between;"> <div></div> <div><u><b>MRT</b></u></div> <div><u><b>MRE</b></u></div> </div> Facilities      AA-SB      AK Finance        GC-LM      AK Education      LM-GC      PM Communication   SB-AA      DP Policies        LM-SB      DP/AK
<b>Negotiations</b>	Finance MRT + trustee (GC and LM)
<b>Management Comp</b>	Finance MRT, Board Chair (GC and JT)
<b>Policy Advisory</b>	Education MRT, Communication MRT (LM and SB)
<b>Networks</b>	Communication MRT + trustee (AA and SB)
<b>ASBA</b>	AA - LM
<b>PSBC</b>	GC - LM
<b>Shop Talk</b>	All trustees and executive Superintendent chairs

**19727 Review Board  
Work Plan**

The Board of Trustees reviewed the annual work plan identified in the Trustee Handbook.



**19728 Recess**

There being no further business, Board Chair Jeff Thompson recessed the meeting at 0945 hrs.

  
BOARD CHAIR

  
SECRETARY-TREASURER

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Minutes of the In-Conference and Regular Meeting of the Board of Trustees of Fort McMurray Public School District, held in the Board Room of the Clearwater Public Education Centre, 2011 06 20 at 0959 hrs.

Attendees:

Board Chair	- J. Thompson
Trustee	- L. Mywaart
Trustee	- S. Blackler
Trustee	- G. Cooper
Trustee	- A. Adams
Superintendent of Schools	- D. Parsons
Associate Superintendent - Business & Finance	- A. Kallal
Recording Secretary	- S. Dunn

Regrets: P. Meagher, Associate Superintendent, Education & Administration

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19729	<b>Call to Order</b>	Board Chair, Jeff Thompson, called the meeting to order at 0959 hrs.
19730	<b>Additions to the In-Camera Agenda</b>	None.
19731	<b>Additions to the In-Conference Agenda</b>	None.
19732	<b>Approval of Agenda</b>	Trustee Mywaart served motion at 1005 hrs. <b>M/C</b> <b>That the agenda be approved.</b>
19733	<b>In-Camera Meeting</b>	Trustee Cooper served motion at 1006 hrs. <b>M/C</b> <b>That the meeting proceed to the in-camera meeting.</b>
19734	<b>Board and Superintendent Evaluations</b>	Chair, Jeff Thompson, excused senior Administrative staff. Trustees then discussed the Board and Superintendent Evaluation sessions that were conducted June 3, 2011, in Red Deer with facilitator Mr. Jim Gibbons.
19735	<b>Signed Addendum to the ATA Collective Agreement</b>	Superintendent Parsons updated trustees and senior administration on the status of the signed addendum to the ATA Collective Agreement.
19736	<b>Investigations</b>	Superintendent Parsons updated trustees and senior administration on the status of investigations.
19737	<b>Personnel</b>	Superintendent Parsons updated trustees and senior administration on personnel matters in the District. Discussed ensued.
19738	<b>Memorandum of Understanding (MOU)</b>	Superintendent Parsons updated trustees and senior administration on the current status of the MOU.

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19739	<b>Population and Advisory Committee</b>	Chair, Jeff Thompson, updated trustees and senior administration on the focus of this committee. Trustees agreed to table further discussion on this topic to the beginning of the new school year.
19740	<b>Comprehensive Regional Infrastructure Sustainability Plan (CRISP)</b>	Chair, Jeff Thompson, updated trustees and senior administration on the Comprehensive Regional Infrastructure Sustainability Plan. Trustees agreed to table further discussion on this topic to the beginning of the new school year.
19741	<b>Policy on Inclusiveness</b>	Superintendent, Dennis Parsons, updated trustees and senior administration on the current status of the policy on inclusiveness. Trustees agreed to table further discussion on this topic to the beginning of the new school year.
19742	<b>Out of In-Camera</b>	Trustee Mywaart served motion 1252 hrs. <b>M/C</b> <b>That the Board of Trustees move out of the in-camera meeting and recess until 1330 hrs.</b>
19743	<b>Convene Regular Meeting</b>	Board Chair, Jeff Thompson, called the meeting to order <b>M/C</b> <b>That the Board of Trustees reconvene the Regular Meeting at 1330 hrs.</b>  <b>Other attendees: Full Gallery</b> <b>Media: 5</b>
19744	<b>O Canada</b>	Board Chair, Jeff Thompson, welcomed everyone present and invited them to stand for the national anthem.  A moment of silence followed for a Fort McMurray Public School student who passed away the previous week.
19745	<b>Question Period</b>	None
19746	<b>Additions to Agenda</b>	None
19747	<b>Approval of Agenda</b>	Trustee Cooper served motion at 1335 hrs. <b>M/C</b> <b>That the agenda be approved.</b>



19748 **Delegations and  
Presentations**

**Spotlight on Education**

**Timberlea Public  
School**

Superintendent, Dennis Parsons, introduced Timberlea Public School Principal, Rick Thorne. Mr. Thorne provided a brief introduction on the Apple Schools Program, which was followed by a video presentation prepared by Timberlea staff and students. Timberlea teacher, Ms. Susan Sweet-Skinner, and students circulated and offered apples to all attendees and delighted trustees and senior administration with an interactive low impact activity.

Trustees thanked the staff and students of Timberlea Public School and indicated they thoroughly enjoyed the presentation and interactive activity.

**Presentations:**

**-Art 30 Award**

Superintendent, Dennis Parsons, introduced Mr. Ray Campbell, Curriculum Coordinator. Mr. Campbell introduced the four judges who judged the Art 30 submissions and announced the winner of the 2010-2011 Art 30 award was Dara Honeyburne. Dara's artwork was unveiled and Mr. Campbell presented her with a plaque and monetary award. Dara provided an explanation for the theme of her artwork, and trustees congratulated her and wished her well in her future endeavours.

**-National Science Fair  
Students**

Postponed to September.

**-United Way  
Contribution**

Postponed to September.

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19749 **Minutes of the  
Regular Meeting of  
2011 05 16**

Trustee Cooper served motion at 1403 hrs.  
**M/C**  
**That the minutes of 2011 05 16 Regular Board Meeting be approved.**

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19750 **Business Arising from  
Minutes**

None.

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19751 **Approval of 2011 –  
2012 Schedule for  
Committee of the  
Whole & Board  
Meeting Dates**

Trustee Adams served motion at 1405 hrs.  
**M/C**  
**That the Board of Trustees review and approve the amended 2011 – 2012 Schedule for Committee of the Whole & Board Meeting dates.**

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19752 **Approval of District  
Boundaries**

Trustee Mywaaart served motion at 1411 hrs.  
**M/C**  
**That the Board of Trustees request that the Minister of Education amend the District's boundaries to encompass current and future developments of City of Fort McMurray.**

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19753	<b>Approval of New School Location</b>	<p>Superintendent Parsons provided trustees and senior administration with background information and the reasoning for the recommendation as provided.</p> <p>Trustee Blacker served motion at 1419 hrs.  <b>M/C</b>  <b>That the Board of Trustees approve the placement of the new K-6 school in Eagle Ridge.</b></p> <p>This vote was not unanimous. One trustee was opposed, based on the principle that the District, in reality, had no other option.</p>
19754	<b>Approval of 2011 – 2012 Board Organization</b>	<p>Trustee Cooper served motion at 1428 hrs.  <b>M/C</b>  <b>That the Board of Trustees acknowledge the appointments to committees and election to positions for the 2011 – 2012 school year, as amended.</b></p>
19755	<b>Approval-in-Principle for Westwood Community High School Students travel to: a) United Kingdom in August 2012; b) Spain, France &amp; England during Spring Break 2012; and c) Germany during Spring Break 2012</b>	<p>Superintendent Parsons updated trustees and senior administration on the action requested for three student travel requests for the 2011 – 2012 school year.</p> <p>The Chair entertained a motion with regard to approving, in principle, all three student travel requests.</p> <p>Trustee Adams served motion at 1432 hrs.  <b>M/C</b>  <b>That the Board of Trustees give approval-in-principle for Westwood Community High School students travel to: a) the United Kingdom in August 2012; b) Spain, France &amp; England during Spring Break 2012; and c) Germany during Spring Break 2012.</b></p>
19756	<b>Approval of Policy Abeyance – HHB Class Size Monitoring</b>	<p>Superintendent Parsons requested Associate Superintendent, Allan Kallal, speak to this action item. Discussion followed.</p> <p>Trustee Cooper served motion at 1436 hrs.  <b>M/C</b>  <b>That the Board of Trustees approve the abeyance of Policy HHB – Class Size-Monitoring until the October 2011 Board meeting where this policy will be brought back to show alignment with Alberta' Education's Policy on Class Size Initiative.</b></p>
19757	<b>Reaffirmation – Policy DGA – Authorized Signature and Cheque Writing Services</b>	<p>Associate Superintendent Allan Kallal, updated trustees and senior administration on the reaffirmation of Policy DGA – Authorized Signature and Cheque Writing Services.</p> <p>Trustee Cooper served motion at 1449 hrs.  <b>M/C</b>  <b>That the Board of Trustees reaffirm Policy DGA – Authorized Signature and Cheque Writing Services.</b></p>
19758	<b>Reaffirmation – Policy DMA – Protection of Valuables in Schools</b>	<p>Associate Superintendent, Allan Kallal, updated trustees and senior administration on the reaffirmation of Policy DMA – Protection of Valuables in Schools. Discussion followed.</p> <p>Trustee Cooper served motion at 1450 hrs.  <b>M/C</b>  <b>That the Board of Trustees reaffirm Policy DMA – Protection of Valuables in Schools.</b></p>



19759	<b>Rescind – Policy DJB-R – Imprest Account – Regulations; Rescind – Policy DJB-P – Imprest Account – Procedures; and Approval of Amendment to Policy DJB – Imprest Account</b>	<p>Associate Superintendent, Allan Kallal, updated trustees and senior administration on the next three policies on the Agenda to be discussed.</p> <p>The Chair entertained a motion with regard to approving all three proposed policies.</p> <p>Trustee Blackler served motion at 1458 hrs. <b>M/C</b> <b>That the Board of Trustees rescind Policy DJB-R – Imprest Account – Regulations; rescind Policy DJB-P – Imprest Account – Procedures; and approve the amendment to Policy DJB – Imprest Account.</b></p>
19760	<b>Approval of Amendment to Policy DFC - Donations</b>	<p>Associate Superintendent, Allan Kallal, updated trustees and senior administration on the proposed amendment to Policy DFC - Donations. Discussion followed.</p> <p>Trustee Cooper served motion at 1509 hrs. <b>M/C</b> <b>That the Board of Trustees approve the amendment to Policy DFC – Donations.</b></p>
19761	<b>Approval of Amendment to Policy DJ - Purchasing</b>	<p>Associate Superintendent, Allan Kallal, updated trustees and senior administration on the proposed amendment to Policy DJ - Purchasing. Discussion followed.</p> <p>Trustee Mywaart served motion at 1514 hrs. <b>M/C</b> <b>That the Board of Trustees approve the amendment to Policy DJ – Purchasing.</b></p>
19762	<b>Approval of New District Logo</b>	<p>Superintendent Parsons updated trustees and senior administration on the action requested. Discussion followed.</p> <p>Trustee Blackler served motion at 1517 hrs. <b>M/C</b> <b>That the Board of Trustees approve the updated logo for the Fort McMurray Public Schools as presented on a go-forward basis with the changes to take effect as District supplies, etc. have to be reordered/replaced.</b></p>
19763	<b>Acceptance of Superintendent 2010 – 2011 Evaluation</b>	<p>Chair, Jeff Thompson, updated trustees and senior administration on the recent evaluation process in Red Deer. Mr. Thompson indicated Superintendent Parsons' evaluation was excellent and trustees commended him for his dedication and hard work on behalf of the District.</p> <p>Chair, Jeff Thompson, served motion at 1524 hrs. <b>M/C</b> <b>That the Board of Trustees accept the Superintendent Evaluation report as submitted by facilitator, Jim Gibbons.</b></p>
19764	<b>Approval of Board 2010 – 2011 Evaluation</b>	<p>Trustee Adams served motion at 1527 hrs. <b>M/C</b> <b>That the Board of Trustees table the approval of the Board 2010 – 2011 Evaluation to the September Board meeting.</b></p>





19765	Correspondence	<p><b>Invitation to Attend Frank Spragins High School Graduation – June 24, 2011</b> – Chair, Jeff Thompson, updated trustees and senior administration on an invitation received from Frank Spragins High School to attend the graduation ceremonies scheduled on June 24, 2011.</p> <p><b>Letter from the Minister of Education dated June 9, 2011, regarding Children's Book for Distribution to Grade 1 students</b> – Jeff Thompson updated trustees and senior administration on a letter received from the Minister of Education and accompanying books for all Fort McMurray Public School District Grade 1 students.</p> <p><b>Wood Buffalo Community Building Project – 2011 Learning Conference – Board Governance Workshop Thursday, June 23, 2011</b> - Chair, Jeff Thompson, updated trustees and senior administration on an upcoming Workshop on Board Governance scheduled for Thursday, June 23, 2011.</p>
19766	Trustee Items:	
	School Visit Reports	Trustee Mywaart updated trustees and senior administration on events trustees attended since the last Board meeting, including attendance at numerous school functions, district functions, meetings and conferences.
	ASBA/PSBA AGM – Red Deer, June 4 – 7, 2011	Chair, Jeff Thompson, updated trustees and senior administration on the Superintendent's and trustees attendance at the ASBA/PSBA Spring General Meetings held in Red Deer June 4 – 7, 2011.
19767	Committee of the Whole Report	Chair, Jeff Thompson, asked if there were any comments or feedback. There were none.
19768	Superintendent's Report	Superintendent of Schools, Dennis Parsons, briefly highlighted the key points of his report, including Anzac Consolidation into the Fort McMurray Public School District, the Edge School Definitive Agreement, and on-going meetings with new Keyano President, Dr. Kevin Nagel, as well as with the Rural Municipality of Wood Buffalo.
19769	Business Arising	None
19770	Other Business	None
19771	Request for Information	None
19772	Future Agenda Items	To be determined.
19773	Recess	Trustee Mywaart served motion at 1601 hrs. M/C That the Board of Trustees move out of the regular meeting and recess for fifteen minutes.



19774	<b>In-Conference Meeting</b>	Trustee Mywaart served motion at 1615 hrs. <b>M/C</b> <b>That the Board of Trustees proceed to the in-conference meeting.</b>
19775	<b>Ministry Announcements/June 10<sup>th</sup> Meeting (New School/Modernization)</b>	Chair, Jeff Thompson, updated trustees and senior administration on the recent modernization announcement. Associate Superintendent, Allan Kallal, updated trustees and senior administration on the amount and allocation of these modernization funds. Discussion followed.
19776	<b>Meeting with the Deputy Minister of Education held on June 7<sup>th</sup> in Red Deer</b>	Chair, Jeff Thompson, updated trustees and senior administration on the June 7, 2011, meeting he, trustees and Superintendent Parsons, attended with the Deputy Minister of Education, the Honourable Keray Henke.  Trustees agreed signage announcing future sites for new Fort McMurray Public Schools should be placed on our proposed new school sites. Trustees also recommended an email address, monitored by District staff, be added to the District website to receive feedback on new school locations.
19777	<b>Greely Road/FMIS/CHS</b>	Superintendent, Dennis Parsons, updated trustees and senior administration on the current status of Greely Road/FMIS/CHS. Trustees agreed to table further discussion on this topic to September 2011.
19778	<b>District Welcome Back – August 26<sup>th</sup> at Keyano College</b>	Superintendent, Dennis Parsons, updated trustees and senior administration on the upcoming District Welcome Back Assembly scheduled for August 26, 2011, to be held in the Main Theatre at Keyano College. The theme for the Welcome Back Assembly will be 99 years, as the District will be celebrating its 100 <sup>th</sup> anniversary in 2012. Trustees were encouraged to attend.
19779	<b>PSBA Mission, Vision &amp; Values</b>	Chair, Jeff Thompson, updated trustees and senior administration on the PSBA Mission, Vision and Values documents. Trustees were instructed to send their feedback to Vice Chair, Glenn Cooper.
19780	<b>Adjournment</b>	There being no further business, Chair, Jeff Thompson, adjourned the meeting at 1809 hrs.

  
BOARD CHAIR

  
SECRETARY-TREASURER