



In-Camera and Regular Meeting Minutes of the Fort McMurray Public School District Board of Trustees, held at District Office in the Main Boardroom

Doing What's Best for Kids

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| Location: | Board Room - District Office, 231 Hardin Street |
| Date: | June 17, 2015 |
| In Attendance: | Jeff Thompson, Board Chair Linda Mywaart, Vice Chair Angela Adams, Trustee (arrived at 2:50 p.m.) Tim O'Hara, Trustee Doug Nicholls, Superintendent Phil Meagher, Chief Deputy Superintendent - Human Resources & Administration Allan Kallal, Associate Superintendent - Business & Finance Dr. Brenda Sautner, Associate Superintendent - Education & Administration Teena Francis, Recording Secretary |
| Regrets: | Stephen Drover, Trustee |

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| 21538 | Call to Order | Board Chair J. Thompson called the meeting to order at 2:11 p.m. |
| 21539 | Additions to In-Camera Agenda | Board Chair J. Thompson requested to add #5 Update from Auditor's Meeting and #6 C2 Committee Meeting Update under Standing Items. |
| 21540 | Approval of Agenda | Motion by Vice Chair Mywaart to approve the In-Camera Agenda. M/C |
| 21541 | In-Camera Meeting | Motion by Trustee O'Hara to proceed to the In-Camera Meeting at 2:12 p.m. M/C |
| 21542 | Out of In-Camera | Motion by Trustee O'Hara to move out of the In-Camera Meeting at 3:01 p.m. M/C Motion by Trustee Adams to recess at 3:02 p.m. The remainder of the In-Camera Agenda resumed after the Regular Board Agenda. |
| 21543 | Regular Meeting | Board Chair J. Thompson called the Regular Meeting to order at 3:06 p.m. |
| 21544 | Additions to Agenda | Sequence of Agenda item #12 Policy Review and Approval was adjusted. |
| 21545 | Approval of Agenda | Motion by Trustee O'Hara to approve the Regular Meeting Agenda as adjusted at 3:07 p.m. M/C |
| 21546 | Declaration of Conflict | Board Chair J. Thompson advised Trustee O'Hara will excuse himself from the meeting during discussions related to budget and transportation on the agenda. |
| 21547 | Minutes: Committee of the Whole 05/04/2015 In-Camera & Regular of Meeting Minutes 05/20/2015 Committee of the Whole 05/25/2015 Special Appeal Hearing Board Meeting | Motion by Vice Chair Mywaart to approved the Committee of the Whole Meeting Minutes of 05/04/2015. M/C Motion by Trustee Adams to approve the In-Camera & Regular Meeting Minutes of 05/20/2015. M/C Motion by Trustee O'Hara to approve the Committee of the Whole Meeting Minutes of 05/25/2015. M/C Motion by Vice Chair Mywaart to approve the Special Appeal Hearing Board Meeting Minutes |

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| | 05/26/2015 | of 05/26/2015. M/C |
| 21548 | Business Arising from Minutes | <p>Board Policy Regarding Commemoration/Tribute of District Staff: Superintendent D. Nicholls will continue to research. Information will be brought back to a Board Meeting in the fall.</p> <p>Involvement of Trustees with Elections (Provincial/Federal): Superintendent D. Nicholls will continue to research. Information will be brought back to a Board Meeting in the fall.</p> |
| 21549 | Public School Boards' Association (PSBA) | Vice Chair Mywaart and Trustee O'Hara attended the PSBA Spring General Meeting and provided a summary of the sessions they attended. A focus of the Spring General Meeting was Student Voice. Board Chair J. Thompson suggested having a discussion early in the fall on how we can improve upon or add to student engagement. |
| 21550 | Alberta School Boards Association | Vice Chair Mywaart and Trustee O'Hara attended the ASBA Spring General Meeting and provided a summary of the sessions. A focus of the meeting included "transform rather than reform". |
| 21551 | Dress Code | Superintendent D. Nicholls shared that as a result of the national news stories, we are reviewing our dress codes with the high schools. After discussions with administration, we are not seeing any issues with inappropriate dress. There are a few isolated incidents, but they are dealt with on an individual bases. |
| 21552 | CEO Evaluation | <p>The CEO Evaluation is complete. Motion by Board Chair J. Thompson that the Board approve the Superintendent evaluation report as developed during the evaluation workshop of May 20, 2015 as an accurate accounting of the Superintendent's performance for the period August 1, 2013 to May 20, 2015.</p> <p>Superintendent D. Nicholls was thanked for all the work completed on behalf of the district. The process was open and transparent and involved all staff who have direct contact with the Superintendent.</p> <p>M/C</p> <p>Positive Path Forward:</p> <p>Motion by Board Chair J. Thompson that the Board of Trustees accept and adopt the items identified in the Positive Path Forward 2015 document developed from the Board Evaluation.</p> <p>M/C</p> |
| 21553 | Locally Developed Courses | <p>Motion by Superintendent D. Nicholls that the Board of Trustees approve the listed locally acquired courses for use by Westwood Community High School, Fort McMurray Composite High School and Frank Spragins High School beginning the first semester of the 2015-2016 school year. The material and resources utilized for the course will be as per the course outline:</p> <p>English AP 35 (3 & 5 credit) Enhanced English for Business, Engineering and Social Sciences 35 (5 credits) Fantasy & Science Fiction 15 (5 credits) Leadership, Character & Social Responsibility 15-25-35 (3 & 5 credits) Technical Theatre 15-25-35 (both 3 & 5 credit) Arabic Language & Culture 3Y 15-25-35 (5 credit) Journalism 15-25-35 (5 credits) Workplace Essential Skills 25-35 (3 & 5 credits) Performing Arts 15-25-35 (3 & 5 credits) Religious Studies Doctrine and Covenants 35 (3 & 5 credits) Religious Studies Old Testament 35 (3 & 5 credits)</p> <p>M/C</p> |
| 21554 | Policy Review and Approval | <p>Sexual Orientation and Gender Identity:</p> <p>Motion by Trustee Adams that the Board of Trustees approve the third and final reading of the draft policy on Sexual Orientation and Gender Identity.</p> <p>The policy was posted on the district website for feedback and comments. Opportunity for input was also provided to parents via the website and Policy Advisory Committee.</p> <p>Chief Deputy Superintendent P. Meagher left the meeting at 4:08 p.m., returned at 4:15 p.m.</p> |

Recognizing this is a sensitive issued, Board Chair J. Thompson shared it is important for our district to provide safe and caring schools. When we say all students, we mean all students.

M/C

HGBI English as a Second Language:

Motion by Trustee O'Hara that the Board of Trustees approve amendments to policy HGBI English as a Second Language.

M/C

HKFB Graduation Exercises:

Board policy on Graduation Exercises was amended to reflect the provincial change in diploma exam weighting to be 70% of school awarded mark and 30% diploma exam mark effective September 1, 2015. The policy was also amended to strike out the requirement that all outstanding financial obligations to the school must be satisfied. This amendment is in response to a legal review of Alberta's School Act that does not support this practice in policy.

Motion by Vice Chair Mywaart to approve amendments to HKFB Graduation Exercises.

M/C

GBED Local Authorities Pension Plan:

The district has finished its annual LAPP audit. Recommendations out of the audit are to adjust the board policy to:

- clearly note that the policy is subject to the Local Authority Pension Plan (LAPP) regulations and guidelines which take precedence over District policy.
- limit the time frame to the the current school year for new employees who were temporary, contract or casual that can be used to shorten the eligibility period.

District Staff have reviewed these recommendations and support them.

Motion by Trustee O'Hara that the Board of Trustees approve the above noted policy as amended.

M/C

Trustee O'Hara left the meeting at 4:26. p.m.

EEAG Student Transportation Records and Reports:

Policy EEAG was reviewed and after comparing to IHDD Life Threatening Medical Conditions was found to be out of sync.

Senior Administration has reviewed the policy and updated it to reflect current practice. For your information, RMWB Emergency Response in the City of Fort McMurray is designed for a seven-minute or less response time to emergency medical service calls.

Motion by Vice Chair Mywaart that the Board of Trustees approve policy EEAG Student Transportation Records and Reports as presented with friendly amendments.

Friendly amendments included:

Under Policy second last line change "form/for"
Under Guidelines #4 strike last paragraph
Under Definition remove "school bus"

M/C

EEA Student Transportation Services:

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| | | <p>Associate Superintendent A. Kallal briefed the Trustees advising that transportation is a supplemental service offered by school districts. Transportation has run a deficit for more than ten (10) years. To offset those deficits, the school district proposes to:</p> <ol style="list-style-type: none"> 1. Combine bus services with the Fort McMurray Catholic School District. The annual savings from sharing bus services is in excess of \$300,000 per year. 2. Set attendance boundaries and not transport outside those boundaries. <p>In reviewing the budgets for next year, administration is proposing a flat fee structure.</p> <p>Motion by Vice Chair Mywaart that the Board of Trustees approve EEA Student Transportation Services and Exhibit 1 as presented.</p> <p>A lengthy discussion was held and included comments and feedback on boundaries and fees, and eligibility and distance. Board Chair J. Thompson recommended to resume the discussion following the time sensitive agenda item - FMPSD Budget 2015 - 2016.</p> <p>Moved to Agenda item 13 - FMPSD Budget 2015 - 2016 at 5:00 p.m.</p> <p>Discussion continued at 5:37 p.m.</p> <p>Associate Superintendent A. Kallal provided supporting information regarding city transit.</p> <p>Superintendent D. Nicholls shared his concern for the deficit in this area and suggested that the Board of Trustees pass the motion for 2016/2017 with the condition to obtain/gather information from our parent community and stakeholders regarding fees and distance.</p> <p>The motion was defeated with direction to the Superintendent to conduct research and obtain data from the parent community and stakeholders on transportation services; distance and fee change. Additionally, it was recommended that a letter be written to the Minister briefing him on the district transportation costs with a request for data on transportation costs.</p> |
| 21555 | FMPSD Budget 2015 - 2016 | <p>Associate Superintendent A. Kallal presented the FMPSD Budget 2015 - 2016. This year the budget has been delayed due to the provincial election and change in government. The changes made by the current government have greatly reduced forecasted deficit.</p> <p>Motion by Trustee Adams that the Board of Trustees approve the preliminary budget for 2015 - 2016.</p> <p>Given the uncertainty in the local economy due to the decline in oil prices, this is a preliminary budget that will be updated with the September actual enrollment. Included in the preliminary budget is an estimated enrollment reduction of 2.7%. This is prudent as it allows the board flexibility in the fall to adjust resources based on actual enrollment and any updates in funding from the Province.</p> <p>The budget proposes that the Board increase the Infrastructure Renewal and Maintenance Budget from reserves. The budget is designed to support the District Big 3 initiatives of:</p> <ol style="list-style-type: none"> a) Student Achievement b) Environmental Stewardship c) Healthy Schools <p>Board Chair J. Thompson thanked the Superintendent and staff for the work that has been done to prepare the preliminary budget.</p> <p>M/C</p> |
| 21556 | Review of Board Evening Agenda | Trustees and Senior Administration reviewed the evening agenda. |
| 21557 | Recess | Motion by Vice Chair Mywaart to recess at 5:55 p.m |
| 21558 | Reconvene Regular Meeting | <p>Trustee O'Hara returned to the meeting at 6:34 p.m.</p> <p>Motion by Trustee O'Hara to reconvene the Regular Board Meeting at 6:35 p.m.</p> |
| 21559 | O' Canada | Board Chair J. Thompson welcomed students, staff, parents and community members and invited everyone to stand for the national anthem. |

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| 21560 | Question Period | <p>There were no questions.</p> <p>Associate Superintendent A. Kallal joined the meeting at 6:38 p.m.</p> |
| 21561 | Student and Staff Recognition | <p>Visual Art 30 Presentation:</p> <p>Each year, students from Fort McMurray Composite High School and Westwood Community High School enrolled in Art 30 are invited to submit works for judging. A panel of judges including Trustees, Education Department staff and students review the work and score each piece using a rubric. Congratulations to Westwood High School student Dhruti Mehta, this year's winner of the Art 30 award.</p> <p>Students and Staff Recognition:</p> <p>Students and staff were recognized for their outstanding achievements.</p> <p>Students: Fahim Mahmud and Faisal Mahmud Award: Gold Medal at Provincial Skills Competition (Robotics) School: Fort McMurray Composite High School Coach: Ram Etwaroo</p> <p>Student: Brooke Kidd Award: Gold Medal Winner for City Skills Competition (Culinary) School: Fort McMurray Composite High School Coach: Lee Hrovat</p> <p>Student: Ben Petruk Award: Municipal, Provincial and National Skills Award Winner (Gold, Gold, Silver) School: Fort McMurray Composite High School Coach: Sean Rose</p> <p>Students: Dhrumil Shah and Zeel Patel Award: Wood Buffalo Science Fair - Gold Medalist / Canada Wide Science Fair Bronze Medalists School: École McTavish Junior High School Coach: James Hayward</p> <p>Students: Linda Guo, Aiman Naeem, Zeel Patel Awards: Wood Buffalo Science Fair - Gold Medalist / Canada Wide Science Fair Bronze Medalists School: Westwood Community High School Coach: Vicki Dawe</p> <p>Students: Team Infinity (Mira Patel, Thiru Chenrayan, Dhvani Patel, Dhrumil Shah, Dhruv Patel) Event: First Lego League Razorback Invitational in Fayetteville, Arkansas School: École McTavish Junior High School Coach: Amanda McCulloch</p> <p>Students: (Cast and Crew) Dylan Thomas Bouchier, Pawandeep Minhas, Will Fulton, Jacob Fulton, Ashley Hewlett, Charlotte Hursey Event: One Act Play (Provincial High School One Act Festival) School: Westwood Community High School Coach: Terri Mort (with assistance from Megan Carnegie)</p> <p>Superintendent D. Nicholls thanked students, staff, and parents, commenting there have been countless successes in our district. Staff and parent support play a big role in student achievement.</p> <p>Board Chair J. Thompson shared the Board of Trustees are very proud of the successes and achievements of our students. The Board of Trustees also recognizes the major role staff and parents play in developing the skills and providing support to students.</p> <p>The Board of Trustees also recognized N. Gauthier, Communications Coordinator for her efforts and commitment to "telling the story". N. Gauthier has been granted a leave of absence for a year.</p> |
| 21562 | Community Partner Recognition | <p>Canadian Mental Health Association:</p> <p>Associate Superintendent B. Sautner introduced Emma Murray, Fund Developer/Events</p> |

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| | | <p>Coordinator and Suellen Ware, FRIENDS Program Coordinator. Recently, the district participated in Mental Health Awareness Week and raised funds through a number of activities. Board Chair J. Thompson presented a cheque in the amount of \$1,482.16 to the Canadian Mental Health Association. The Board of Trustees recognized Canadian Mental Health Association for their partnership and commitment to working with the district to promote mental health.</p> <p>AutoPro Automation:</p> <p>Superintendent D. Nicholls introduced and welcomed Jerome Rice, Business Development Manager with Fort McMurray AutoPro Automation. The district has seen rapid growth in our Robotics Programs. Superintendent D. Nicholls thanked J. Rice, A. Syed and staff for their work in developing the Robotics Program, and for their commitment to the STEM program. J. Rice presented a cheque in the amount of \$15,000.00 to Board Chair J. Thompson for Robotics/STEM programming.</p> <p>United Way:</p> <p>D. Shannon, Executive Director for United Way Fort McMurray recently attended a District Leaders' Meeting. During the meeting D. Shannon presented Superintendent D. Nicholls with a plaque on behalf of the United Way thanking the district for the funds raised during the campaign. Superintendent D. Nicholls presented the plaque to the Board of Trustees commenting, not only do our staff give time to ensure students are achieving in our schools, they also give time for the community.</p> <p>KAOS 91.1 Radio:</p> <p>During the recent KAOS 91.1 Radio 7th Annual Birthday Bash, Superintendent D. Nicholls received a plaque in recognition of our partnership. Superintendent D. Nicholls presented the plaque to the Board of Trustees commenting that KAOS 91.1 Radio is a strong supporter of the district, with headquarters at Fort McMurray Composite High School.</p> <p>Board Chair J. Thompson thanked our partners in the community. Their support is greatly appreciated and benefits our students.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 21563 | Spotlight on Education: Fort McMurray Islamic School | <p>Associate Superintendent B. Sautner introduced Vice Principal Shabana Rahman, and Sam Livingstone, teacher. Students from Fort McMurray Islamic School shared how they are using Google Apps in the classroom; Google Hangouts, Classroom Champion, Fair Play and Activity Stations.</p> <p>Vice Chair Mywaart thanked and applauded the students for sharing their successes.</p> <p>Superintendent D. Nicholls thanked students, commenting like the other students being recognized tonight, we are very proud of your accomplishments.</p> <p>Board Chair J. Thompson thanked the students for their presentation commenting it is great to see how technology is integrated into learning. Staff and parents were also thanked for assisting and supporting students.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 21564 | Recess | <p>Motion by Trustee O'Hara to recess at 7:24 p.m. Regular Board Meeting reconvened at 7:32 p.m.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 21565 | Trustee Items/Engagement | <p>Board Chair J. Thompson provided a summary of community engagement and provincial association meetings that were attended by Trustees for the month of May/June 2015:</p> <table><tr><td>May 21, 2015</td><td>Policy Review / FMPSD Staff Recognition Banquet</td></tr><tr><td>May 22, 2015</td><td>ASBA Zone 2/3 Meeting in Edmonton & Edwin Parr Banquet</td></tr><tr><td>May 23, 2015</td><td>Family Safety Day at École McTavish Junior High School</td></tr><tr><td>May 23, 2015</td><td>Dinner with Westwood Students</td></tr><tr><td>May 25, 2015</td><td>Committee of the Whole / École McTavish Junior High School Visit</td></tr><tr><td>May 26, 2015</td><td>Appeal Hearing / École Dickinsfield Elementary School Leadership Day Celebration</td></tr><tr><td>May 28, 2015</td><td>Art 30 Judging / Traditional Celebration of Achievement</td></tr><tr><td>May 29 - 31, 2015</td><td>PSBAA Spring Conference</td></tr><tr><td>May 31 - June 2, 2015</td><td>ASBA Conference</td></tr><tr><td>June 3, 2015</td><td>C2 Committee Meeting</td></tr><tr><td>June 14, 2015</td><td>KAOS 91.1 Birthday Bash</td></tr><tr><td>June 15, 2015</td><td>FMCS Sports Day</td></tr></table> | May 21, 2015 | Policy Review / FMPSD Staff Recognition Banquet | May 22, 2015 | ASBA Zone 2/3 Meeting in Edmonton & Edwin Parr Banquet | May 23, 2015 | Family Safety Day at École McTavish Junior High School | May 23, 2015 | Dinner with Westwood Students | May 25, 2015 | Committee of the Whole / École McTavish Junior High School Visit | May 26, 2015 | Appeal Hearing / École Dickinsfield Elementary School Leadership Day Celebration | May 28, 2015 | Art 30 Judging / Traditional Celebration of Achievement | May 29 - 31, 2015 | PSBAA Spring Conference | May 31 - June 2, 2015 | ASBA Conference | June 3, 2015 | C2 Committee Meeting | June 14, 2015 | KAOS 91.1 Birthday Bash | June 15, 2015 | FMCS Sports Day |
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| | | <p>June 17, 2015</p> <p>Dr. K.A. Clark School Assembly & Presentation of Portrait of Dr. Karl Clark</p> <p>Board Chair J. Thompson thanked fellow Trustees for the work they are doing in the community on behalf of the district. Fort McMurray Public School District will be hosting the Public School Boards' Association Meeting in August. The three-day meeting will provide us with the opportunity to showcase our district.</p> |
| 21566 | Reports | <p>Superintendent D. Nicholls updated Trustees and Senior Administration on the recent district successes. Students, staff, and parents were thanked for all their efforts. It has been another successful year.</p> <p>Chief Deputy Superintendent P. Meagher updated Trustees and Senior Administration on the current scope of the Human Resources and Administration Department.</p> <p>Associate Superintendent A. Kallal updated Trustees and Senior Administration on the current scope of the Business & Finance Department.</p> <p>Associate Superintendent B. Sautner updated Trustees and Senior Administration on the current scope of the Education & Administration Department.</p> <p>Vice Chair Mywaart thanked Senior Administration for the enormous amount of work this past year, commenting their passion for student achievement flows out into the district.</p> <p>Board Chair J. Thompson commented we have covered a lot of ground this year and it has been quite a journey. A tremendous amount of work has been done by the Superintendent and his team. Everyone deserves a big thank you.</p> |
| 21567 | Correspondence | Board Chair J. Thompson shared correspondence sent to former MLA D. Scott and MLA M. Allen thanking them for their support. Additionally, letters of congratulation have been sent to MLA B. Jean and MLA T. Yao. |
| 21568 | Business Arising from Presentations & Delegations at Previous Meetings | None. |
| 21569 | Other Business | None noted. |
| 21570 | Requests for Information | None noted. |
| 21571 | Future Agenda Items | No items identified |
| 21572 | Adjourn | <p>There being no further business, Board Chair J. Thompson adjourned the Regular Board meeting at 8:00 p.m.</p> <p>Motion by Vice Chair Mywaart to recess at 8:00 p.m.</p> <p>Motion by Trustee O'Hara to return to in-camera at 8:06 p.m.</p> <p>Motion by Vice Chair Mywaart to conclude the in-camera session at 8:45 p.m.</p> <p>Motion by Vice Chair Mywaart to adopt the 2015 - 2016 Board Organization Chart as amended. M/C</p> <p>Motion by Trustee O'Hara to adjourn at 9:14 p.m.</p> |

Board Chair:




Date: September 16, 2015

Secretary-Treasurer:

Date: September 16, 2015