Call to Order
Board Chair Barb Johnson called the Regular Meeting of the Board of Trustees of Wetaskiwin Regional Public Schools to order at 1:02 p.m.

Attendance
Present were:
- Lynn Ware
- Dave Gursky (via telephone)
- Leanne Axelsen
- Karen Becker
- Randy Ermineskin
- Barb Johnson
- Rhonda Peters
- Jayne Pettifor

Superintendent
- Terry Pearson

Associate Superintendent
- Rick Hayes
- Brian Taje
- Sherri Senger

Recording Secretary
- Shirley Barton

Information

Treaty 6 Land Acknowledgement
Board Chair Barb Johnson began the meeting with the Treaty 6 Land Acknowledgement as follows: "We acknowledge that we are on Treaty Six territory and we recognize all the many First Nations, Metis, Inuit and non-First Nations whose footsteps have marked these lands."

Approval of Agenda
Resolution #WR20180925.1001
Moved By: Leanne Axelsen
That the agenda for meeting Regular Board Meeting (2018/09/25) be approved as presented.
Carried Unanimously

Minutes Approval
Resolution #WR20180925.1002
Minutes Approval

Resolution #WR20180925.1002
Moved By: Randy Ermineskin
That the minutes for the Regular Board Meeting (2018/06/19) be adopted as presented.

Carried Unanimously

Job Embedded Professional Development Days
(Division Staff Report)
(Issue #20180904002)

The Board received a presentation in April 2018 from Buck Mountain Central School (BMCS) and Pigeon Lake Regional School (PLRS) to continue involvement in the High School Redesign project with Alberta Education. Wetaskiwin Composite High School (WCHS) attended the same meeting requesting that it be authorized by the Board to become involved in the High School Redesign project for 2018-2019. As such, WCHS, BMCS and PLRS sought Board approval of an alternate school calendar based on their High School Redesign projects. The benefits of the collaboration days built within the alternate school year calendar to meet the needs of our High School Redesign Projects was outlined. Subsequent to this meeting the Board determined that all schools within WRPS would participate in the alternate school year calendar. This is a significant fiscal investment by the Board of Trustees to help achieve the Board's Strategic Direction.

Ms. Wanda Fonteyne, WRPS District Principal, shared a part of the Leadership Team Summer Workshop presentation from August 2018. The information will assist the Board in its understanding of the importance of its investment.

Board Annual Work Plan Revisions
(Revised)
(Issue #20180625001)

Proposed revisions to the Board Annual Workplan:

Approval of Division School Year Calendar's from February to March

Additionally:

Effective September 1, 2018, Alberta Education has made a change to how school boards are to report IMR. Historically, school boards were not required to submit an IMR plan to the government. Starting September 1, 2018, a new report detailing all planned IMR spending for upcoming school year, including details regarding which IMR projects as anticipated to be capitalized, is to be submitted by November 30, 2018. In addition, the report that has historically been submitted by December 31 which details all the IMR projects that were completed in the previous year is now due to be submitted by November 30th.

Move: Approve annual IMR facilities plan to the month of November

Additionally:

Board Policy 7: Board Operations Section 11. Trustee Compensation states 'In recognition of the time commitments required by trustees in conducting the business of the Board, trustees shall be provided reasonable honoraria and expense reimbursement.

11.1 The honoraria and per diem rates are adjusted in September of each year by an increase equivalent to the percentage increase in base instructional grants provided to Wetaskiwin Regional Division No. 11 by Alberta Education.
11.1.1 Honoraria shall be reviewed by the Board, in consultation with the Associate Superintendent: Business every four (4) years. The Board of Trustees completed a thorough review of Trustee Compensation at the November 28, 2017 board meeting. Currently the Board's Annual Work Plan reflects that a 'Review and approve Trustee honoraria and per diem rates adjustment' in the month of September and 'Review and approve Trustee honoraria and per diem rates every 4 years following the trustee elections in the month of October.

Based on Board Policy 7, the Board's Annual Work Plan needs to be revised to remove:

Review and approve Trustee honoraria and per diem rates adjustment' in the month of September.

Resolution #WR20180925.1003
Moved By: Leanne Axelsen
That the annual work plan be approved as presented.

Carried Unanimously

On August 23, 2018, Board Chair Lynn Ware receive the following transportation appeal:

My name is Steven Wood and I just moved into the Gwynne Valley this last summer. I live at 462082A HWY 822. Apparently I live on the wrong side of the road to send my son to kindergarten at Gwynne school this fall. I find this hard to believe when I can see the Gwynne School across the valley from my front deck. My neighbour (if he had kids) could sent them on the bus to Gwynne School and he even lives on the same side of the road as I do. The bus that goes to Gwynne passes my house in both directions every morning and evening. I'm going to guess that if I did send my son to clear vista school (which is his collection area) he would probably get on the Gwynne bus and transfer at Gwynne school. I have looked at the collection area map in the transportation managers office and noticed how close clear vistas area is to Gwynne. As well I noticed that the boundary line that I live on is the only boundary line that follows a road. All other ones follow a section line in between 2 roads in order that kids on both sides of the road may get on the same bus. There is a definite flaw in this boundary line and I am wondering if there is anyway this can be fixed and I can send my son on the bus to the great country school we have in Gwynne. I am also told that I could set up a stop on the other side of the road for my son to be picked up but there would be a fee because he is outside of his collection area. I do not want to pay a fee to send my son the the school that is by far the closest to us. I cant help but think of all the discussion around closing Gwynne school because of lack of students and then notice how small Gwynne schools collection area is as well as how close Clear Vistas collection area comes to the Gwynne School.

In response, the Associate Superintendent, Business and the Transportation Manager, in consultation with the Superintendent, reviewed the Gwynne School's attendance boundary in question. It was noted that this particular boundary line in on a road when the usual practice has been to draw the attendance boundaries through a quarter
section in order to make it very obvious as to which side of the baoundary a residence falls. It was further noted that there are no other students who would be affected if the boundary were shifted to intersect the quarter section on the west side of the road.

During the 2016-2017 school year, the Board received a request to review Gwynne School's attendance boundaries. The request for a review was initiated by Mrs. Branco, who lives just south of the south boundary and at that time had 3 children attending Gwynne School. At that time the Board of Trustees passed a motion indicating that all school boundaries would be reviewed during the 2017-18 school year. This did not occur.

That said, it would be administration's recommendation to adjust the boundary to accommodate Mr. Wood's appeal and at the same time adjust the south boundary to include the Branco residence (they now have 2 children attending Gwynne School). Please see the attached map. The red area is the recommended change.

Normally, this type of appeal would be presented at a Board meeting as it is the Board of Trustees who must establish school attendance boundaries. Given the timing of the appeal, administration sent out an email on August 24, 2018 to all trustees requesting to make the proposed changes effective immediately so that Mr. Wood and Mrs. Branco could be informed and the necessary changes made to the bus routes prior to the first day of school. As at Monday, August 27, 2018, five out of eight trustees (Ware, Johnson, Axelsen, Ermineskin and Pettifor) responded in favour of this recommendation so the changes were made and Mr. Wood and Mrs. Branco advised.

Resolution #WR20180925.1004
Moved By: Rhonda Peters
That effective September 1, 2018 the attendance and transportation service area for the Gwynne School be established so that the boundary, starting at the North end of Coal Lake and the County lines between Wetaskiwin and Leduc and will follow Coal Lake South to Section 11 and 2 in TWP 47 and RGE 23 and Section 34 and 27 and on half mile into Section 22 in TWP 46 and RGE 23, the boundary will then head East through the Sections 22, 23 and the West half of 24 in TWP 45 and RGE 23. The line will then head South to the middle of Section 24 in TWP 45 and RGE 23 to where it will head East through the East half of 24 in TWP 45 and RGE 23 and through Sections 19, 20 and 21 of TWP 45 and RGE 22 where it ends at the County of Wetaskiwin and Camrose boundary line. The North and East boundaries of the Gwynne attendance area shall follow the County lines to the North between Wetaskiwin and Leduc and to the East between Wetaskiwin and Camrose.

Carried Unanimously

Pigeon Lake Regional Storefront School
(Resolution #20180904001)

On June 20, 2017, the Board passed a resolution to change the name of the Wetaskiwin Composite High School Off-Campus to Wetaskiwin Outreach. Currently, WRPS has three 'outreach' programs; Wetaskiwin Outreach, Buck Mountain Outreach and Pigeon Lake Regional Storefront School. For consistency, the Principal of Pigeon Lake Regional School
requested that the board pass a resolution to change the name of Pigeon Lake Regional Storefront School to Pigeon Lake Outreach.

Resolution #WR20180925.1005
Moved By: Lynn Ware
That the name Pigeon Lake Regional Storefront School be changed to Pigeon Lake Outreach.

Carried Unanimously

Superintendent Evaluation Action Items (Issue #20180912001)

During the 2017 - 2018 Superintendent Evaluation items were identified in the report that represent action for the Superintendent. The Superintendent is seeking clarification from the Board regarding the items in question. The first item is part of the section titled, Three-Year Education Planning and Reporting and states, "The Superintendent is encouraged to further support community engagement in planning processes, especially in the western region." The second item is part of the section titled, Student Welfare and states, "The Superintendent is requested to pursue additional supports for students in the western region."

The Superintendent is requesting clarification from the Board regarding the two aforementioned items. For example, is community engagement in the western region solely linked to the construction of a new school in Winfield? Does "pursue additional supports for students in the western region" refer to mental health supports and services, course offerings or other matters?

Trustee Ermineskin indicated that at the parent engagement meetings held in Pigeon Lake and Buck Lake in June parents reported a need for more services and for more regular engagement in their areas on a variety of measures. Specific needs will be clarified at the parent engagement meetings this fall with parents.

Board Priority (Issue #20180917004)

At the Board Retreat, trustees in attendance discussed the establishment of a new Board priority. The priority discussed was "to increase the rate of high school completion." If approved, this board priority would replace the two existing priorities.

Resolution #WR20180925.1006
Moved By: Jayne Pettifor
That the Board establish the priority to increase the rate of high school completion.

Carried Unanimously

Gideon Stewardship Banquet (Issue #20180913004)

The Board of Trustees received an invitation from Reg Hildebrand with the Wetaskiwin Gideons for representatives to attend the annual Gideon's Fundraising banquet on Monday, November 5, 2018 at the Wetaskiwin Mission Church. Two complementary tickets are provided. Additional tickets are available for purchase. Trustee Axelson and Trustee Ware will attend on behalf of the Board.

The Gideons also express their appreciation that the Board of Trustees continues to support their distribution of the NewTestaments to Grade 5 students.
Board Policy Review

It has been the Board's practice to review each Board Policy after an election year.

Attached for review by the Board are the following Policies:

**Board Policy 1: DIVISION FOUNDATIONS AND PHILOSOPHICAL COMMITMENTS**

Trustees will review the two policies at a Committee of the Whole meeting on Tuesday, October 16, 2018 from 9:30 am - 4 pm. Trustee Johnson will contact Rob Reimer to request his attendance to facilitate this meeting.

Joint County of Wetaskiwin Committee

Trustee Becker reported on the Joint County of Wetaskiwin Committee meeting held August 31, 2018 and highlighted items from the draft meeting minutes.

MEC Parent Engagement Meetings

Four gatherings to introduce Trustee Ermineskin to Indigenous families and community members were hosted in June 2018 to learn what is working well in our division and areas for improvement. BBQs were held at Louis Bull, Pigeon Lake Rec Centre, Buck Lake, and CB McMurdо Center. The best attended gathering was at Ma-Me-O. Impressions resulting from the meeting include:

- a need for regional community meetings on a more regular basis;
- ensure intention and recommendations in the Wahkotowin Report and Indigenous Strategic Plan continue to implemented;
- importance of improving communication between schools and all Indigenous families.

Trustee Ermineskin and Associate Superintendent Instruction Brian Taje committed to organizing and hosting regional fall meetings inviting families and staff guidance in response to the impressions and developing regional strategies. Further, the development of a student engagement strategy will occur in 2018-2019.

Literacy/Numeracy Targets

As part of our goal to increase our literacy/numeracy results division wide, principals were involved in setting target results for Math and ELA PATs during the 2017-2018 school year. The data form shows a comparison between target and actual results. Discussion ensued. The Board queried how the District can strategically address low results that are also low provincially. Associate Superintendent Instruction, Brian Taje, will contact Alberta Education with this query.

Trustee Becker left the meeting at 2:34 p.m.

Trustee Becker entered the meeting at 2:37 p.m.

ASBA Zone 4

ASBA Zone 4 Representative Jayne Pettifor reported on ASBA Zone 4 meeting held on September 24, 2018 held at Wolf Creek. Trustee Becker indicated she would be contacting MLA Bruce Hinkley on behalf of Zone 4.
Trustee Becker reported on the PSBAA recent activities, specifically on the summer conference in Medicine Hat. The summer conference included discussion on developing a space for conversation regarding single education system in Alberta rather than numerous boards. Registration is open for the fall conference.

Trustee Ware left the meeting at 2:47 p.m.

Trustee Barb Johnson the representative of the Wetaskiwin Community Learning Program provided a report.

Trustee Axelsen shared that principal Kris Denney advised that WCHS recently permitted Health Canada Research to survey students regarding nutrition, exercise, alcohol use, domestic issues, drug use, cannabis use, and mental health.

Trustee Ware entered the meeting at 2:53 p.m.

The Government of Alberta has chosen to adopt the Canadian standard and as such must implement a new standard (PS 2200 Related Party Disclosure) for the 2017-2018 fiscal year and its March 31, 2018 reporting year; standards that school jurisdictions will be required to implement for their August 31, 2018 reporting year.

Forms on the adoption of PS 2200 Related Party Disclosure were shared with the Board. These forms and documents are from the Office of the Controller and include instructions and forms on how to capture information from Key Management Personnel (KMP), which include Boards of Directors, Superintendent, and Secretaries / Secretary-Treasurers / Treasurers. This information is confidential in nature and intended for internal use only, subject to privacy legislation. However, the information derived will support part of the information disclosed in the related party note in the Audited Financial Statements and Government Reporting Entity document.

In order to meet this requirement, the Superintendent, Secretary-Treasurer and those trustees who were on the Board prior to the October 2017 election need to complete both the Initial and the Year End Declaration forms. Trustees who were newly elected in October 2017 or newly appointed need only fill out the Year End Declaration form.

Going forward the Superintendent, Secretary-Treasurer and all trustees will need to complete the Year End Declaration form as at March 31st.

Local Authorities Pension Plan (LAPP) contribution rates were decreased by 1% for 2018 and will once again be reduced by 1% for 2019.

While it was believed the 2018 rate reduction would benefit WRPS (as the employer), Alberta Education reduced funding to WRPS by $84,000 which they estimated to be the decrease in LAPP employer contributions.
It is not yet known whether Alberta Education will further reduce funding to WRPS in the 2019 budget to reflect the estimated decrease in employer contributions to LAPP.

On July 9, 2018, Wetaskiwin Regional Public Schools (WRPS) received a formal Freedom of Information and Privacy Protection Request to Access Information. The request was made by a Mr. James Johnson who works for Mr. Rick Strankman, MLA Drumheller-Stettler. Mr. Johnson is requesting access to the following:

- all records related to any costs associated with the Alberta Carbon Levy (Tax),
- all records related to actions taken to adapt to the costs associated with the Alberta Carbon Levy, such as reduced levels of service,
- the annual usage and cost of fuel (provided a list of applicable fuels), and
- the carbon levy charged by WRPS's electricity provider.

An estimate of the cost to WRPS to provide this information was calculated and on July 10, 2018 a letter was sent to Mr. Johnson advising him of the estimated cost and asking him if he agreed to pay the cost in order to proceed with the Request to Access Information. To date, Mr. Johnson has not responded.

The Infrastructure Maintenance Renewal (IMR) projects the Facilities Department has either completed or has commenced during the 2017-2018 school year was reviewed by the Board. Discussion ensued. Effective September 1, 2018, Alberta Education has made a change to how school boards are to report IMR. Historically, school boards were not required to submit an IMR plan to the government. Starting September 1, 2018, a new report detailing all planned IMR spending for upcoming school year, including details regarding which IMR projects as anticipated to be capitalized, is to be submitted by November 30, 2018.

In addition, the report that has historically been submitted by December 31st which details all the IMR projects that were completed in the previous year is now due to be submitted by November 30th.

In April 2018, subsequent to the Open House that was held at Millet School, WRPS received a letter from the Town of Millet indicating that they were disappointed with the community participation at the Open House. They were concerned that they might not be in a position to move forward with acquiring the school and were asking for the school board’s direction.

WRPS’s Board Chair, Mrs. Lynn Ware wrote a letter in response indicating that WRPS must comply with a Disposition of Property Regulation which clearly outlines the process a school board must follow and that it was the Town of Millet's responsibility to take the lead in deciding whether or not they are interested in procuring the facility. This letter gave a deadline of May 31, 2018 for the Town of Millet to submit a proposal. This deadline has past.

In late June/early July 2018, WRPS provided a couple of tours of the
Millet School to individuals that the Mayor of the Town of Millet indicated have shown interest in sharing space with the Town of Millet.

The Town of Millet sent a letter dated July 4, 2018 in which they indicated that they would be unable to move forward without first obtaining a full inspection report on the current structural condition of the building. In the meantime, the Associate Superintendent, Business and the Director, Facilities met with Mr. Jim Pickford, owner/operator of Team Revolution. Mr. Pickford was one of the individuals that received a tour of Millet School. Mr. Pickford expressed interest in leasing space in the facility but given his current lease was to expire at the end of September 2018, he was wanting to lease the facility as soon as possible. The Associate Superintendent, Business emailed the Board Chair, Board Vice Chair and Superintendent to get their feedback regarding the idea of leasing the space in Millet School on a one year term. The thought was that this would give the Town of Millet the additional time they said they needed in order to obtain an inspection report and would generate some monies, which would help offset the cost of operating the school building, in the meantime. The Associate Superintendent, Business received support for this idea so proceeded to enter into a one-year lease agreement for the 2018-2019 school year with Mr. Pickford.

On August 30, 2018, Mayor Wadsworth sent an email to the Associate Superintendent, Business indicating that the Town Council decided to move forward in procuring 'an up-to-date physical inspection on the status quo condition of the building'. He also indicated that he would be able to report back with further progress in about 2 to 3 weeks time.

Discussion ensued. Associate Superintendent Business, Sherri Senger, will contact the Town of Millet to determine where they are at with the physical inspection and report back to the Board on October 9, 2018.

Late June 2018, WRPS received notice from Serenic Software (nee Bellamy) indicating they were stopping maintenance for Call2Order software effective December 31, 2018 but allowing customers access until March 31, 2019 so that they could have some time to convert their systems.

During July 2018, the Superintendent, Associate Superintendent, Business and Communications Coordinator sat through a number of software demonstrations and consulted with a number of other school boards to determine which software products they were choosing. It quickly became apparent that a number of school boards and municipalities (including the County of Wetaskwin) were choosing a product called eScribe.

eScribe is a cloud-based meeting management system that was designed specifically for governments, school boards and healthcare organizations. A decision was made to purchase eScribe and the Associate Superintendent, Business and Communications Coordinator are in the process of working with eScribe to convert the meeting management system.

It is anticipated that training for trustees will be provided in November and that the new system will be fully operational in January 2019.
Trustee Ermineskin left the meeting at 3:18 p.m.

As part of the May 31, 2018 submission of the 2018-2019 board approved budget WRPS was required to submit a School and Transportation Fees Schedule. This schedule listed all the school fees each school was proposing to charge for the 2018-2019 school year. Ministerial approval to charge these fees was received on July 11, 2018.

The Board received a letter dated July 16, 2018 from Minister Eggen regarding confirmation of acceptance of the appeal.

Trustee Ermineskin entered the meeting at 3:22 p.m.

- September 26, 2018 Committee of the Whole 9:30 a.m.
- October 9, 2018 Regular Board Meeting 9:30 a.m.
- October 9, 2018 TBAC Meeting 5:00 p.m.
- October 11, 2018 Leadership Team Meeting
- October 17, 2018 COSC 7:00 p.m.
- October 22, 2018 ASBA Zone 4 Meeting
- October 23, 2018 Regular Board Meeting 9:30 a.m.
- October 24-26 PSBAA U2 Fall AGM Hilton Hotel West Edmonton

Resolution #WR20180925.1007
Moved By: Leanne Axelsen
That the meeting go in to In-Camera, at 3:24 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 Legal Matter.

Carried Unanimously

The Superintendent is required to keep the Board informed of litigations as per Board policy.

Rick Hayes presented a confidential staffing update to trustees.

Barb Johnson the Board's representative of the Teacher Employer Bargaining Authority provided a report.

Resolution #WR20180925.1008
Moved By: Jayne Pettifor
That the meeting moves Out of Camera at 3:55 p.m.
Adjournment

Resolution #WR20180925.1009
Moved By: Barb Johnson
That the meeting be adjourned at 3:55 pm.

Carried Unanimously

Board Chair

Carried Unanimously

Associate Superintendent: Business