



**ELK ISLAND PUBLIC SCHOOLS REGIONAL DIVISION #14**

**The regular meeting of the Elk Island Public Schools Regional Division Board of Trustees was held on Thursday, February 19, 2015 in the Board Room, Central Services Administration Building, Sherwood Park, Alberta.**

**The Board of Trustees Meeting convened with Chair Trina Boymook calling the meeting to order at 9:00 a.m.**

Board members present:

|                |                 |
|----------------|-----------------|
| Trina Boymook  | Harvey Stadnick |
| Skip Gordon    | Jim Seutter     |
| Barb McNeill   | Heather Wall    |
| Lynn Patterson |                 |

Board members absent:

|                     |           |
|---------------------|-----------|
| Colleen Holowaychuk | Ray Welsh |
|---------------------|-----------|

Administration present:

|              |                                                    |
|--------------|----------------------------------------------------|
| M. Liguori   | Superintendent                                     |
| K. Satchwell | Associate Superintendent<br>Human Resources        |
| E. Zimmerman | Associate Superintendent<br>Instructional Services |
| S. McFadyen  | Chief Financial Officer/<br>Secretary/Treasurer    |
| K. Sand      | Director, Communication Services                   |
| T. Hunter    | Executive Assistant                                |
| J. Jarvie    | Recording Secretary                                |

Also in attendance was B. Shields representing the ATA Local #28.

Committee of the Whole

015/2015

Moved by S. Gordon:

THAT the Board meet In Camera (9:00 a.m.).

CARRIED UNANIMOUSLY

Moved by H. Wall:

016/2015

THAT the Board revert to regular session (10:23 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 10:23 a.m. and reconvened at 10:27 a.m. with all trustees noted above in attendance.

**AGENDA**

The Chair called for additions or deletions to the Agenda. The following items were added:

New Business - Business Arising from in Camera (to follow #11)  
Committee Reports – Expulsion Hearing Committee Report (to follow #14)

The Chair advised that the Board meeting is being recorded for the purpose of testing the equipment.

Moved by H. Wall:

017/2015

THAT the Agenda be approved, as amended.

CARRIED UNANIMOUSLY

**APPROVAL OF MINUTES**

The Chair called for confirmation of the January 22, 2015 Board Meeting Minutes.

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Board Chair

\_\_\_\_\_  
Superintendent

Moved by H. Stadnick:

018/2015                      THAT the Minutes of the January 22, 2015  
Board Meeting be approved, as presented.                      CARRIED  
UNANIMOUSLY

**CHAIR'S REPORT**      T. Boymook presented the Chair's Report.

Moved by T. Boymook:

019/2015                      THAT the Chair's verbal report be received for  
information.                      CARRIED  
UNANIMOUSLY

**SUPERINTENDENT'S REPORT**

M. Liguori presented the Superintendent's Report.

Moved by L. Patterson:

020/2015                      THAT the Board receive the Superintendent's  
report for information.                      CARRIED  
UNANIMOUSLY

**ASSOCIATION/LOCAL REPORTS**

ASBA Zone 2/3 Meeting      H. Wall presented the meeting from the January 23, 2015 ASBA Zone 2/3 Meeting.  
The next ASBA Zone 2/3 meeting will be held February 27, 2015.

Moved by H. Wall:

021/2015                      THAT the Board receive for information the report  
from the January 23, 2015 ASBA Zone 2/3 meeting.                      CARRIED  
UNANIMOUSLY

ATA Local Report              ATA Local representative B. Shields presented the ATA Local Report.

Moved by L. Patterson:

022/2015                      THAT the Board receive the report from the  
representative of the ATA Local #28 for information.                      CARRIED  
UNANIMOUSLY

**NEW BUSINESS**

Alberta School Councils  
Assoc. Sponsorship

The Chair presented the Alberta School Councils Association Sponsorship report.  
Attendance of school council members at the conference has proven valuable in the past and  
has increased School Council effectiveness. The Board will request submissions from  
school councils to align with the conference registration timeframe.

Moved by T. Boymook:

023/2015                      THAT the Board of Trustees approve the  
sponsorship of one school council member,  
per school, to attend the Alberta School  
Councils' Conference & AGM, April 24 to  
April 26, 2015; and  
That the deadline for submission align with  
the ASCA Conference registration timeframe.                      CARRIED  
UNANIMOUSLY

Borrowing  
Resolution

S. McFadyen presented the Borrowing Resolution. The Bank of Montreal (BMO) requires  
Elk Island Public Schools to submit a borrowing resolution annually for the various credit  
facilities in place, following Board approval of the Audited Financial Statements. The  
resolution is to be reviewed and approved annually to ensure the Board is informed of  
lending agreements that are in place.

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Board Chair

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Superintendent

Moved by H. Wall:

024/2015                      THAT the Board of Trustees of Elk Island Public Schools (EIPS) approve the Borrowing Resolution to meet expectations during the fiscal year 2014/2015.                      CARRIED UNANIMOUSLY

Amendments to Policy 4 –  
Trustee Code of Ethics

H. Wall presented the Amendments to Policy 4 – Trustee Code of Ethics. The Policy Review Committee considers it inappropriate for the Superintendent to be involved in the disciplinary process of a trustee, and therefore recommends reference to the Superintendent be removed from paragraphs 3.1 and 3.2.

Moved by H. Wall:

025/2015                      THAT the Board of Trustees approve the changes to Board Policy 4 Appendix - Trustee Code of Ethics Sanctions.                      CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM IN CAMERA**

Moved by H. Wall:

026/2015                      THAT the Board directs Administration on matter 2015-1.                      CARRIED UNANIMOUSLY

Moved by J. Seutter:

027/2015                      THAT the Board of Trustees directs Administration to communicate with Alberta Infrastructure to re-site modulars allocated to Woodbridge Farms School.                      CARRIED UNANIMOUSLY

**COMMITTEE REPORTS**

C2 Committee                      S. Gordon presented the report from the C2 Committee Meeting held January 26, 2015.

Moved by S. Gordon:

028/2015                      THAT the Board of Trustees receive the report from the C2 Committee meeting held on January 26, 2015 for information.                      CARRIED UNANIMOUSLY

Transportation Committee                      H. Stadnick presented the report from the Transportation Committee meeting held February 4, 2015.

Moved by H. Stadnick:

029/2015                      THAT the Board of Trustees receive the report from the Transportation Committee meeting held February 4, 2015 for information.                      CARRIED UNANIMOUSLY

Policy Review Committee                      J. Seutter presented the report from the Policy Review Committee meeting held February 10, 2015. The Committee reviewed Policy 11 – Delegation of Authority and Policy 12 – Role of the Superintendent. The policies will be forwarded to the Education Committee for further discussion and to a future Board Meeting for approval.

Moved by J. Seutter:

030/2015                      THAT the Board of Trustees receive the report from the Policy Review Committee meeting held February 10, 2015 for information.                      CARRIED UNANIMOUSLY

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Board Chair

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Superintendent

Expulsion Hearing Committee

H. Stadnick presented the report from the Student Expulsion Hearings held February 18, 2015.

Moved by H. Stadnick:

|          |                                                                                                                            |                                       |
|----------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| 031/2015 | THAT the Board of Trustees receive the Reports from the Student Expulsion Hearings held February 18, 2015 for information. | <b>CARRIED<br/><u>UNANIMOUSLY</u></b> |
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**REPORTS FOR INFORMATION**

Student Trans. Update      S. McFadyen and L. Weder presented the monthly Student Transportation Update.

Moved by H. Stadnick:

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| 032/2015 | THAT the Board receive the Student Transportation Monthly Update Report for information. | <b>CARRIED<br/><u>UNANIMOUSLY</u></b> |
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Employee Business Expense: Annual Review  
Of Mileage Rate – AP 521

S. McFadyen presented the Employee Business Expense: Annual Review of Mileage Rate – AP 521 report. Administrative Procedure 521 – Employee Business Expenses requires Financial Services to review the mileage rate on an annual basis, at the beginning of the new tax year, to ensure it is reasonable compared to the Canada Revenue Agency (CRA). The EIPS current rate is \$0.53 per kilometer.

Moved by S. Gordon:

|          |                                                                                                                                              |                                       |
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| 033/2015 | THAT the Board of Trustees receive for information the report on the annual review of the mileage rate for employee business expense claims. | <b>CARRIED<br/><u>UNANIMOUSLY</u></b> |
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**TRUSTEES' REPORT/NOTICES OF MOTION**

Reports presented.

Chair declared the meeting adjourned at 11:55 a.m.

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Board Chair

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Superintendent