



**Members Present:**

|               |                          |
|---------------|--------------------------|
| C. Edwards    | Ward 1                   |
| G. Kissel     | Ward 1                   |
| R. Ripkens    | Ward 1                   |
| K. Packard    | Ward 2                   |
| M. Skogen     | Ward 2                   |
| R. Young      | Ward 2                   |
| L. Phillips   | Ward 3                   |
| B. Norton     | Ward 4                   |
| D. Lozinski   | Ward 5                   |
| R. Cusson     | Superintendent           |
| P. Elock      | Secretary-Treasurer      |
| B. Driedger   | Associate Superintendent |
| J. Irvine     | Associate Superintendent |
| T. Moghrabi   | Associate Superintendent |
| B. Steunenber | Recording Secretary      |

**CALL TO ORDER**

Trustee Packard called the meeting to order at 10:01 A.M.

**APPROVAL OF AGENDA**

52. Moved by Trustee Ripkens to approve the agenda for this meeting with the following deletion:

*Deletion:*

- 5.4 Friends of Education Award Presentation

CARRIED.

**APPROVAL OF MINUTES**

53. Moved by Trustee Edwards to approve the minutes of the Regular Board meeting held on October 19, 2022 with the following amendment:
- Add Trustee Packard to Board Motion No. 46.

CARRIED.

**APPOINTMENT**

**Friends of Education Award - Cold Lake Public Library**

The Board of Trustees presented Cold Lake Public Library with a 2022 Friends of Education Award for their ongoing support of the division's schools and students. Among their many contributions, the Cold Lake Public Library organizes and hosts a Battle of the Books competition for students in Cold Lake every year. Received as information only.

## TRUSTEE/ADMIN INFORMATION ITEMS

Trustee Edwards thanked Iron River School and Bonnyville Centralized High School (BCHS) school councils for welcoming her to their recent meetings and congratulated BCHS students and staff on a successful Fair Trade Coffee House on November 23, 2022. Several trustees highlighted their attendance at school Remembrance Day ceremonies and commended 4 Wing Cold Lake for their high level of participation. Trustee Lozinski congratulated Kikino School on its commemoration of Proclamation Day. Associate Superintendent Irvine congratulated Ecole Plamondon School Senior Girls and Senior Boys volleyball teams on their participation in provincials. Trustee Ripkens thanked Duclos School and H.E. Bourgoin School school councils for the well-crafted letter they sent to the Minister of Education outlining the impact of transportation issues on students and parents. Associate Superintendent Moghrabi thanked Imperial Oil staff for their donation of several bins of personal hygiene items for the division's students, and Canadian Natural staff for raising \$6,200 (six thousand and two hundred dollars) for food security programs for Northern Lights students, which was matched by the company for a total donation of \$12,400 (twelve thousand and four hundred dollars). Superintendent Cusson congratulated Learning Together Anywhere's Principal Brandon Isert on being selected as the Edmonton Oilers Teacher of the Month for November. Trustee Norton commended the Lac La Biche Festival of Trees Committee and organizer Pat Boone Anderson on a successful event. Communications and Public Relations Manager Garner presented the Board with highlights from schools throughout the division. Received as information only.

## APPOINTMENT: DIRECTOR OF FACILITIES

Director of Facilities Rout provided the Board with an update on the work the Facilities Department has been doing over the last year. Trustees commended the Facilities team on the amount of work orders completed during that time. Received as information only.

## ANNUAL FACILITIES DEPARTMENT REPORT

54. Moved by Trustee Skogen to acknowledge the receipt of the Annual Facilities Department Report as presented by Director of Facilities Rout as information only.

CARRIED.

## APPOINTMENT: METRIX GROUP, LLP

**NOTE:** Jeff Alliston, CA, Metrix Group, LLP, and Secretary-Treasurer Elock presented the Northern Lights School Division 2021-2022 Audited Financial Statement to the members of the Board.

**NOTE:** The Board recessed at 11:06 A.M. and reconvened the meeting at 11:13 A.M.



## BOARD BUSINESS

### OPERATIONS SUMMARY

55. Moved by Trustee Kissel to acknowledge the receipt of the Monthly Board Report - Operations Summary (October) presented by Secretary-Treasurer Elock as information only.

CARRIED.

### 2021-2022 AUDITED FINANCIAL STATEMENT

56. Moved by Trustee Ripkens to accept the Audited Financial Statement for the Northern Lights School Division for the Year Ended August 31, 2022 as per the attached **Appendix "A"** to these minutes.

CARRIED.

### FALL BUDGET UPDATE

57. Moved by Trustee Edwards to approve the revised Fall 2022 Update to the 2022-2023 Budget as presented by Secretary-Treasurer Elock, and Director of Finance Williams as per the attached **Appendix "B"** to these minutes.

CARRIED.

### CHRISTMAS CONCERTS

58. Moved by Trustee Norton that Trustees attend Christmas Concerts around the division as per the attached **Appendix "C"** to these minutes.

CARRIED.

### STUDENT ACHIEVEMENT REPORT

59. Moved by Trustee Kissel to acknowledge the receipt of the 2021-2022 Student Achievement report as presented by Associate Superintendent Moghrabi as information only.

CARRIED.

### SCHOLARSHIP REPORT

60. Moved by Trustee Phillips to acknowledge the receipt of the 2021-2022 Scholarship report as presented by Associate Superintendent Moghrabi as information only.

CARRIED.



**NOTE:** The Board recessed for lunch at 12:04 P.M. and reconvened the meeting at 12:38 P.M.

### **CLOSED MEETING**

61. Moved by Trustee Skogen to convert to a closed meeting at 12:38 P.M.

CARRIED.

### **REGULAR PUBLIC MEETING**

62. Moved by Trustee Skogen to revert to a regular public meeting at 12:47 P.M.

CARRIED.

### **SCHOOL COUNCIL REGIONAL MEETINGS/MEMBERSHIP**

Received as information only.

### **BOARD RETREAT**

Received as information only.

### **STAFF WELLNESS REPORT**

63. Moved by Trustee Edwards to acknowledge the receipt of the 2021-2022 Staff Wellness report as presented by Associate Superintendent Driedger as information only.

CARRIED.

### **OCCUPATIONAL HEALTH AND SAFETY REPORT**

64. Moved by Trustee Skogen to acknowledge the receipt of the 2021-2022 Occupational Health and Safety report as presented by Associate Superintendent Driedger as information only.

CARRIED.

### **SCHOOL COUNCIL REPORTS**

The Board reviewed the annual reports provided to them by school councils, which outline the work that the school councils have done in the 2021-2022 school year. Received as information only.

## 2022-2023 BOARD MEETING SCHEDULE AMENDMENT

65. Moved by Trustee Norton to approve the amended 2022-2023 Board Meeting Schedule as per the attached **Appendix "D"** to these minutes.

CARRIED.

## 2022-2023 BOARD WORK PLAN AMENDMENT

66. Moved by Trustee Kissel to approve the amended 2022-2023 Board Work Plan as per the attached **Appendix "E"** to these minutes.

CARRIED.

## BOARD/SUPERINTENDENT EVALUATION

Received as information only.

## PSBAA REQUEST FOR MEETING

Received as information only.

## CURRICULUM IMPLEMENTATION

Received as information only.

## JORDAN'S PRINCIPAL GROUP PROPOSAL

67. Moved by Trustee Lozinski to enter into a separate two-year Contribution Agreement for the receipt of Jordan's Principle funding from the First Nations and Inuit Health Branch, for the purpose of the Jordan's Principle group proposal, effective April 1, 2022.

CARRIED.

**NOTE:** Associate Superintendent Moghrabi departed the meeting at 1:30 P.M.

## COMMITTEE REPORTS

### POLITICAL ADVOCACY/ASBA/PSBAA

68. Moved by Trustee Edwards to acknowledge the receipt of the Public School Boards' Committee (PSBC) report as presented to Trustee Lozinski as information only.

CARRIED.



## COMMUNICATIONS COMMITTEE

69. Moved by Trustee Edwards that the Board approve a \$250 (two hundred and fifty dollar) allowance per Trustee per term for Northern Lights Public Schools (NLPS) branded items to be used for public relations.

CARRIED.

70. Moved by Trustee Skogen to acknowledge the receipt of the Communications Committee report as presented by Trustee Edwards as information only.

CARRIED.

## TRUSTEE COMPENSATION COMMITTEE

71. Moved by Trustee Edwards that the Trustee's per diem be tied to the sub costs as established in September of each year.

**NOTE:** Trustee Edwards withdrew Board Motion No. 71.

**NOTE:** The Board recessed at 2:04 P.M. and reconvened the meeting at 2:14 P.M.

72. Moved by Trustee Edwards to increase allowances as recommended in the Trustee Compensation Committee report as of December 1, 2022.

CARRIED.

73. Moved by Trustee Edwards that the rate for Committee Chair be 25% (twenty-five percent) of the Trustee per diem as of December 1, 2022.

CARRIED.

74. Moved by Trustee Edwards to increase private accommodations from \$50 (fifty dollars) to \$75 (seventy-five dollars) as per December 1, 2022 to reflect the increase of accommodations.

CARRIED.

75. Moved by Trustee Ripkens to approve the Trustee Compensation Committee report as presented by Trustee Edwards as information only.

CARRIED.

### SUPPORT STAFF LIAISON COMMITTEE

76. Moved by Trustee Edwards to approve the new Support Staff Liaison Committee mandate as per the attached **Appendix "F"** to these minutes.

CARRIED.

77. Moved by Trustee Edwards to acknowledge the receipt of the Support Staff Liaison Committee report as presented by Trustee Edwards as information only.

CARRIED.

### TEACHER BOARD LIAISON COMMITTEE

78. Moved by Trustee Edwards to acknowledge the receipt of the verbal Teacher Board Liaison Committee report as presented by Trustee Skogen as information only.

CARRIED.

### CORRESPONDENCE

The members of the Board received the following correspondence as information only:

- Letter to the Honourable Adriana LaGrange, Minister of Education, from Luci Henry, Board Chair of Wolf Creek Public Schools, dated October 24, 2022, re: Elimination of Public Members to Establish the Audit Committee
- Letter to the Honourable Adriana LaGrange, Minister of Education, from Luci Henry, Board Chair of Wolf Creek Public Schools, dated October 24, 2022, re: Bill 85, Cyclical Criminal Record Checks for Teachers and Teacher Leaders
- Letter to the Honourable Adriana LaGrange, Minister of Education, from Luci Henry, Board Chair of Wolf Creek Public Schools, dated October 24, 2022, re: Alberta School Councils' Association
- Letter to the Honourable Danielle Smith, Premier of Alberta, and the Honourable Travid Toews, Minister of Finance, from Luci Henry, Board Chair of Wolf Creek Public Schools, dated October 24, 2022, re: Release of Funding Manual
- Letter to the Honourable Adriana LaGrange, Minister of Education, from Delainah Walker, Board Chair of Peace River School Division, dated October 25, 2022, re: Impacts to Education of Planned Changes to Public Sector Compensation Governance
- Letter to the Honourable Adriana LaGrange, Minister of Education, from Karen Packard, Board Chair, dated October 25, 2022, re: Thank You Letter
- Letter to David Hanson, MLA Bonnyville-Cold Lake-St. Paul, from Karen Packard, Board Chair, dated October 28, 2022, re: Thank You Letter
- Letter to Honourable Adriana LaGrange, Minister of Education, and the Honourable Devin Dreeshen, Minister of Transportation and Economic

Corridors, from Sarah Chileen, H.E. Bourgoin Middle School Council Chair, and Sarah Severn, Duclos Elementary School Council Chair and Duclos-H.E.Bourgoin Support Group Foundation President, dated November 15, 2022, re: Provincial School Bus Driver Shortage

- Letter to David Hanson, MLA Bonnyville-Cold Lake-St. Paul, from Karen Packard, Board Chair, dated November 15, 2022, re: Alberta School Boards' Association MLA Breakfast Invitation
- Letter to Glenn van Dijken, MLA Athabasca-Barrhead-Westlock, from Karen Packard, Board Chair, dated November 15, 2022, re: Alberta School Boards' Association MLA Breakfast Invitation
- Letter to the Honourable Brian Jean, Minister of Jobs, Economy and Northern Development and MLA Fort McMurray-Lac La Biche, from Karen Packard, Board Chair, dated November 15, 2022, re: Alberta School Boards' Association MLA Breakfast Invitation
- Letter to Karen Packard, Board Chair, from Adriana LaGrange, Minister of Education, dated November 21, 2022, re: Capital Requests, Specialized Supports, and Transportation
- Letter to Trustees, from Ever Active Schools, re: Leadership Luncheon Invitation
- Letter from Brain Torrance, Executive Director of Ever Active Schools, re: Healthy Schools Alberta Magazine and Shaping the Future Conference
- Lac La Biche Festival of Trees Brochure
- Thank you card from the Topylki Family

79. Moved by Trustee Edwards to accept the correspondence file as information only.

CARRIED.

80. Moved by Trustee Ripkens that Northern Lights Public Schools delay remediation and improvement expenses on buildings formally declared as surplus until the Minister of Education rules on the three surplus requests from October 2022, and that the Board Chair write a letter to the Minister to expedite that decision.

CARRIED.

## CLOSED MEETING

81. Moved by Trustee Ripkens to convert to a closed meeting at 2:56 P.M.

CARRIED.

**NOTE:** Associate Superintendents Driedger and Irvine and Secretary-Treasurer Elock departed the meeting at 4:01 P.M.





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## REGULAR PUBLIC MEETING

82. Moved by Trustee Edwards to revert to a regular public meeting at 4:48 P.M.

CARRIED.

## MOTIONS COMING OUT OF CLOSED MEETING

83. Moved by Trustee Skogen to acknowledge the receipt of the Monthly Human Resources report (October) as presented by Associate Superintendent Driedger as information only.

CARRIED.

84. Moved by Trustee Ripkens that the Bonnyville Regional School Council Meeting, Cold Lake Regional School Council Meeting, and Lac La Biche Regional School Council Meeting be held on January 11, 2023, February 6, 2023, and February 22, 2023 respectively.

CARRIED.

## ADJOURNMENT

Trustee Packard adjourned the meeting at 4:51 P.M.

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K. Packard, Board Chair

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B. Steunenberg, Recording Secretary