

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION
Tuesday, January 24, 2023, at Hanna**

Each student will be provided personalized education through innovative practices while celebrating diversity and developing strong relationships that ensure student achievement and foster the growth of well-adjusted citizens.

Present:

Holli Smith	Chair
Shandele Battle	Lindsay Bond
Jinel Ference	Scott MacPherson
Ken Macfarlane	Marsha Tkach
Cam McKeage	Superintendent
Sharon Orum	Secretary Treasurer (Google Meet)
Jennifer Cooper	Administrative Assistant

Absent with Regrets:
Shauna Davies
Steve Nielsen Deputy Superintendent

Call to Order	Chair H. Smith called the regular meeting of Prairie Land Public School Division to order at 9:02 a.m. It was recognized that the meeting is being held on Treaty Seven Territory and the Territory of the Métis.
Review of Agenda	<p>Motion 2022-2023-41 – L. Bond That the agenda be amended to include the following items: 11A Request For Information Regarding Supervision at Schools 14Aii TEBA 7H Visa Reporting 11B Request For Information Non-Certified Teacher Positions 14B Student Incident 7I Shaping the Future Conference 14Aiii Support Staff 7J Alberta Rural Education Symposium (ARES) 14Ci Request</p> <p align="right">Carried</p>
Priority of Agenda Items	No priority of agenda items.

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Review of Action Sheet	The action sheet was presented as information.
Adoption of the December 20, 2022 Board Meeting Minutes	Motion 2022-2023-42 – K. Macfarlane That the minutes of the December 20, 2022 Board meeting be adopted as presented. Carried
Review of Board Annual Work Plan	The Board Annual Work Plan items were reviewed.
Morrin School Rebuild	All of the steel framing for the school has now gone up. There was a meeting last week with the Friends of Morrin School Council regarding the old gym and proposed ideas for the renovation of it. The ideas were given to the architect.
Draft 2023-2024 Prairie Land Division Calendar	The second draft 2023-2024 Prairie Land Division calendar survey results were reviewed regarding the Christmas break. The results were that staff and parents preferred to start the break on December 22, 2023.
	Motion 2022-2023-43 – S. MacPherson That the Draft #1 of the 2023-203 Prairie Land Division Calendar be approved as presented. Carried
Board Working Session	The next Board Working Session will be held on Tuesday, February 7, 2023. The school AERR presentations will be held that day. The Board Working Session in March will be held on March 14, 2023. There will be two school tours and then the meeting portion will be held at one of the schools. The PSBAA meeting will be held on March 13 at 1:00 p.m. at the office with lunch at the start of the meeting. The Community Leaders Meeting direction needs to be discussed at an upcoming meeting. The superintendent was directed to email trustees with an idea for a facilitator before the meeting. The secretary-treasurer was asked for a budget regarding the meeting. This will be discussed at the February 28 Board meeting.
Board Governance Manual	The superintendent presented the revised Board Governance Manual.

	<p>Motion 2022-2023-44 – M. Tkach That the <i>Board Governance Manual</i>, be approved as presented.</p> <p style="text-align: right;">Carried</p>
	<p>The Board Chair requested that the Board evaluation document be finished so the trustees can use it for the evaluation in 2023. The superintendent will present the draft evaluation document at an upcoming Board meeting.</p>
ASBA Proposed Policy Submissions	<p>As per the <i>Board Annual Work Plan</i>, the Board discussed possible proposed policy submissions for Zone 5. There will be one more Board meeting held (February 28) before the February deadline. A proposed policy regarding speeding up the process of hiring teachers from out of provinces will be developed. It will be on the February 28 Board agenda.</p>
Executive Contract Review	<p>The Executive Committee need to review the Executive Contract and determine an evaluative process. The Executive Committee will meet on February 27 by Google Meet.</p>
Locally Developed Course	<p>A motion needs to be made for the Locally Developed Course for Al-Amal Academy.</p>
	<p>Motion 2022-2023-45 – L. Bond That the Prairie Land School Division Board approve the use of the locally developed course listed for the timeframe indicated: LDC3785 Religious Studies Islamic Studies 35-5 January 31, 2023 – June 30, 2024.</p> <p style="text-align: right;">Carried</p>
Board Policy 6 – Board Operations	<p>Board Policy 6 was reviewed. Further edits will be made to the policy and it will on the February 28, 2023 Board agenda.</p>
Board Policy 7 – Committees of the Board	<p>Board Policy 7 was reviewed.</p>
	<p>Motion 2022-2023-46 – S. Battle That <i>Board Policy 7 – Committees of the Board</i>, be approved as amended.</p> <p style="text-align: right;">Carried</p>
Visa Reporting	<p>Division Accountant Marty McCrea, will meet with the trustees on February 1, after the AERR Presentations, to instruct them how to use the new visa reporting system.</p>

Shaping The Future Conference	H. Smith is attending the Shaping The Future Conference to be held on February 2-4, 2023. She is sitting on the panel "Wellbeing is a winnable Issue: School Leadership Luncheon."
Alberta Rural Education Symposium	The Alberta Rural Education Symposium is being held on March 5-7, 2023 at the Fanytasyland Hotel in Edmonton. Trustees attending are H. Smith, M. Tkach, J. Ference, S. MacPherson, K. MacFarlane, and S. Battle.
Occupational Health & Safety	The OH&S officer has developed an online course for staff to take.
Around the Division	The superintendent shared happenings from around the division.
	Village of Consort representatives Barb Kulyk, Michael Beier, and Kevin VanLagen entered the meeting at 11:10 a.m.
Village of Consort – Presentation	B. Kulyk, M. Beier and K. VanLagen presented on a proposal for a U15/U18 baseball diamond with turf for Consort Alberta. They asked the Board for funding to assist with the project in the amount of \$298,250.00. This will be continued later in the meeting.
	B. Kulyk, M. Beier, and K. VanLagen left the meeting at 11:59 a.m.
Recess	Recessed for lunch at 12:00 p.m.
Reconvene	Reconvened at 12:37 p.m.
PSBC	There was no report at this time. The next meeting will be in February. M. Tkach is unable to attend so H. Smith will attend the meeting.
Indigenous Committee	The next meeting will be held on February 27 at 10:00 a.m. The CASS FNMI Conference will be held during the April Board meeting so the meeting will need to be rescheduled.
	Motion 2022-2023-47 – M. Tkach That the April Board meeting be moved to Thursday, April 20, 2023.

	Carried
Rural Caucus	The next meeting will be held on Sunday, March 5 at the Alberta Rural Education Symposium. S. MacPherson will share the invite with trustees.
Health & Wellness Committee	There was no report at this time.
Request For Information	M. Tkach requested information on supervision of students during the day, specifically for recess and lunch supervision. S. MacPherson requested information on non-certified teacher positions. The superintendent circulated the job description for the non-certified classroom supervisors.
Round Table	Trustees provided reports.
Village of Consort – Presentation Continued	Discussion was held on the Village of Consort proposal. The superintendent will get more information from the Village of Consort and this will be on the February 28 Board agenda for continued discussion.
Recognition and Acknowledgement	The Board acknowledged Bailey Almberg and Holly Stanger for the literacy and numeracy sessions that they are holding in the schools. The Board acknowledged the teachers who put on diploma camps in their schools.
Motion to Move In Camera	Motion 2022-2023-48 – J. Ference That the Board move in camera at 2:50 p.m. to discuss the following items: <ul style="list-style-type: none"> • TEBA • Student Incident • Support Staff • ASBA Zone 5 <p style="text-align: right;">Carried</p>
Motion to Rise From In Camera	Motion 2022-2023-49 – L. Bond That the Board rise from in camera at 3:35 p.m. <p style="text-align: right;">Carried</p>
Board Highlights	The Board set the following items as <i>Board Highlights</i> : <ul style="list-style-type: none"> • 2023-2024 Prairie Land Division Calendar

	<ul style="list-style-type: none">• Alberta Rural Education Symposium (ARES)• Educational Assistant Course
Adjournment	The meeting was adjourned at 3:35 p.m.



Holli Smith
Board Chair



Sharon Orum
Secretary-Treasurer