

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION  
Tuesday, November 29, 2022, 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   |               |
| Shauna Davies    | (Google Meet)            | Jinel Ference  | (Google Meet) |
| Scott MacPherson | (Google Meet)            | Ken Macfarlane |               |
| Marsha Tkach     |                          |                |               |
| Cam McKeage      | Superintendent           |                |               |
| Steve Nielsen    | Deputy Superintendent    |                |               |
| Sharon Orum      | Secretary Treasurer      |                |               |
| Jennifer Cooper  | Administrative Assistant |                |               |

<b>Call to Order</b>	Chair H. Smith called the regular meeting of Prairie Land Public School Division to order at 9:05 a.m. It was recognized that the meeting is being held on Treaty Seven Territory and the Territory of the Métis.
<b>Review of Agenda</b>	<b>Motion 2022-2023-23 – L. Bond</b> That the agenda be amended to include the following items: 7G ASBA Strategic Plan 14Ci Commercial Loan Legal & Financial Specifics <b>Carried</b>
<b>Priority of Agenda Items</b>	No priority of agenda items.
<b>Review of Action Sheet</b>	The action sheet was presented as information.
<b>Adoption of the October 25, 2022 Board Meeting Minutes</b>	<b>Motion 2022-2023-24 – S. Davies</b> That the minutes of the October 25, 2022 Board meeting be adopted as presented. <b>Carried</b>
<b>Review of Board Annual Work Plan</b>	The Board Annual Work Plan items were reviewed.

  
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<b>Morrin School Rebuild</b>	The rebuild meetings are held at the Starland County office and then onsite at the new school. The gymnasium blocks are going up. The playground committee is going ahead and would like to install the playground next summer.
<b>Board &amp; School Council Meeting</b>	<p>The Board &amp; School Council meeting was held on Monday, November 28, 2022 at 7:00 p.m. There were some internet connection issues due to weather. For the spring Board &amp; School Council meeting a PD session will be offered so it will be a half-day session.</p> <p>Discussion was held on the Board Meeting online viewing options. Google Meet will be used and the meetings will be recorded so if someone is unable to attend they can review the recording. This will start for the December Board meeting.</p> <p>The School Council Handbook will be emailed to School Council Chairs again for the new members.</p>
	Darren Adamson, AVAIL representative entered the meeting by Google Meet at 9:29 a.m.
<b>2021-2022 Audited Financial Statements- AVAIL, Darren Adamson</b>	D. Adamson reviewed the audited financial statements, statement of financial position, statement of operations and key performance indicator report. Secretary treasurer S. Orum reviewed the Operating and Capital reserves and transfers between reserves.
	<p><b>Motion 2022-2023-25 – M. Tkach</b> That the 2021-2022 Audited Financial Statements be accepted as presented.</p> <p style="text-align: right;"><b>Carried</b></p>
	D. Adamson left the meeting at 10:05 a.m.
<b>Board Working Session – January 10, 2023</b>	The Board Working Session to be held on January 10, 2023 will have the school tour in the afternoon. The agenda items for the morning will be Community Leaders Meeting, and the Board Governance and Operations Manual. J. Ference is unable to attend.

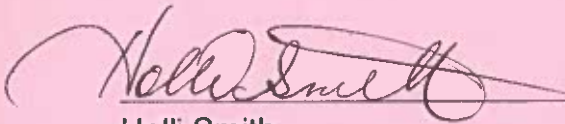
*AKS*

<b>Special Areas Board Meeting – December 2, 2022</b>	The Board Chair and Superintendent will attend the Special Areas meeting to be held on December 2, 2022. Discussion was held on partnerships with Special Areas.
<b>PSBAA Meeting – November 30, 2022</b>	The meeting with PSBAA CAO & Executive Director will be held in early 2023. The Board Chair will be presenting at the PSBAA Spring General Meeting regarding the BLQS. There will also be a Prairie Land article in the November Issue of the <i>PSBAA Advocate</i> .
<b>Board of Trustees Governance &amp; Operations Manual</b>	The Governance and Operations Manual was emailed to trustees for review. The manual will be reviewed at the January 10 Board Working Session.
<b>Board Policy 2 – Welcoming, Caring, Respectful and Safe Learning and Work Environments</b>	Board Policy 2 was reviewed.
	<b>Motion 2022-2023-26 – S. Battle</b> That <i>Board Policy 2 – Welcoming, Caring, Respectful and Safe Learning and Work Environments</i> , be approved as reviewed. <p style="text-align: right;"><b>Carried</b></p>
<b>Board Policy 3 – Role of the Board</b>	Board Policy 3 was reviewed.
	<b>Motion 2022-2023-27 – K. Macfarlane</b> That <i>Board Policy 3 – Role of the Board</i> , be approved as reviewed. <p style="text-align: right;"><b>Carried</b></p>
<b>ASBA Strategic Plan</b>	The ASBA Strategic Plan needs to be reviewed by trustees. The Board Chair will complete the survey regarding the Strategic Plan due to ASBA before December 23, 2022.
<b>Correspondence</b>	The Ever Active Schools conference will be held on February 2-4, 2023.
<b>Draft 2023-2024 Prairie Land Division Calendar</b>	The draft 2023-2024 Prairie Land Division Calendar was presented. The initial draft has teachers returning to their schools on August 28, while our students first day back in class will be August 30, 2023. The November break is scheduled from November 13-17, the winter break from December 23 to January 7, 2024, and the spring break will be from March 29 - April 7, 2024.

	<p>The Board requested that a second draft calendar be created that will see students coming back after the Labour Day weekend on September 5, 2023. For this to happen, the November week will be removed to ensure that the appropriate amount of instructional time is available as outlined by Alberta Education.</p> <p>A survey regarding both drafts will be shared with all staff and parents specifically looking for feedback regarding the November break and the start of the school year. The calendars will be discussed at the January Board meeting for approval.</p>
<b>Occupational Health &amp; Safety</b>	There will be a health and safety committee meeting in December.
<b>Around the Division</b>	The superintendent shared happenings from around the division.
<b>PSBC</b>	M. Tkach attended the PSBC meeting held on November 15-17, 2022.
<b>Indigenous Committee</b>	The New Blood presentation was held in Consort and went well.
<b>Rural Caucus</b>	The next meeting will be held on December 15, 2022.
<b>Health &amp; Wellness Committee</b>	H. Smith was unable to attend the Health & Wellness meeting.
<b>ASBA Fall General Meeting</b>	H. Smith, M. Tkach, S. Davies and S. MacPherson attended the ASBA FGM. The Premier was in attendance.
<b>Recess</b>	Recessed for lunch at 12:05 p.m.
<b>Reconvene</b>	Reconvened at 12:35 p.m.
<b>Request For Information</b>	No request for information.
<b>Round Table</b>	Trustees provided reports.
<b>Recognition and Acknowledgement</b>	The Board acknowledged Starland County for the use of their Boardroom for the Morrin School Rebuild meetings.

*Handwritten initials and a checkmark.*

	<p>The Board acknowledged the staff members in each school who organized the Remembrance Day ceremonies.</p> <p>The Board acknowledged Sharon Orum for her work on the audited financial statements.</p> <p>The Board acknowledged the Prairie Land maintenance staff for keeping up with snow removal in all areas.</p>
<b>Motion to Move In Camera</b>	<p><b>Motion 2022-2023-28 – L. Bond</b> That the Board move in camera at 1:22 p.m. to discuss the following items:</p> <ul style="list-style-type: none"><li>• Commercial Loan Legal and Financial Specifics</li><li>• ASBA Zone 5</li></ul> <p style="text-align: right;"><b>Carried</b></p>
<b>Motion to Rise From In Camera</b>	<p><b>Motion 2022-2023-29 – M. Tkach</b> That the Board rise from in camera at 2:48 p.m.</p> <p style="text-align: right;"><b>Carried</b></p>
<b>Board Highlights</b>	<p>The Board set the following items as <i>Board Highlights</i>:</p> <ul style="list-style-type: none"><li>• September 30 Final Enrolment</li><li>• 2021-2022 Audited Financial Statement</li><li>• Draft 2023-2024 Calendar – Survey of Staff and Parents</li></ul>
<b>Adjournment</b>	<p>The meeting was adjourned at 2:51 p.m.</p>



Holli Smith  
Board Chair



Sharon Orum  
Secretary-Treasurer