

Minutes of the Regular Board of Trustees Meeting of  
Grande Yellowhead Public School Division

**Meeting Number 4**

November 22, 2023 – 10:00 a.m.

Education Services Centre, Edson, AB

<https://www.youtube.com/@grandeyellowheadpublicscho2377>

---

**TRUSTEE ATTENDANCE:**

M. Bobilek	Present
S. Caputo, Vice-Chair	Present
J. Mines	Present
F. Fowler	Present
D. Karpluk, Chair	Present
Y. Oshanyk	Present
J. Pettitt	Present

**ADMINISTRATION ATTENDANCE:**

C. Lewis, Superintendent of Schools  
Dr. Harding, Assistant Superintendent – Division Supports  
C. Aschenmeier, Assistant Superintendent – Division Supports  
S. Nicolson, Assistant Superintendent – Business Services  
B. Kudinga, Assistant Secretary-Treasurer  
B. Orge, Director of Facility Services  
C. Van Neck, Director of Transportation  
N. Gilks, Special Projects Manager  
K. Brook, Executive Assistant  
L. Lee, Director of Information Technology

---

**CALL TO ORDER**

Chair Karpluk called the meeting to order at 1002 hours.

**NATIONAL ANTHEM**

**LAND ACKNOWLEDGEMENT**

**ANNOUNCEMENTS**

A reminder on how important student attendance is.  
Remembrance Day Ceremonies were enjoyed.

**CHANGES TO THE AGENDA**

Additions

7.2.7. – Letter of Congratulations to New Hinton Mayor

7.2.8. – Letters to MLAs Getson and Long Inviting them to a Meeting

DK  
DK

BK  
BK

2023-116

**APPROVAL OF THE AGENDA**

Trustee Mines moved that the Board approve the agenda, as amended.

**Carried**

2023-117

**APPROVAL OF THE MINUTES**

Trustee Karpluk moved that the Board approve the minutes of the Public Board Meeting of October 25, 2023.

**Carried**

**BUSINESS ARISING FROM THE MINUTES**

None.

**DELEGATION / PRESENTATION**

None.

**SPOTLIGHT ON STUDENTS**

Principal Janaya Marshall, Fulham Elementary School

The Public Board Meeting recessed at 1028 hours.

The Public Board Meeting reconvened at 1038 hours.

**PUBLIC QUESTION PERIOD**

None.

**ACTION ITEMS**

2023-118

**Audited Financial Statements for the Year Ending August 31, 2023**

Trustee Oshanyk moved that the Board of Trustees approve the Audited Financial Statements for the year ending August 31, 2023, and direct Administration to submit the statements to the Minister of Education.

**Carried**

2023-119

**Transfer of Reserves**

Trustee Bobilek moved that the Board of Trustees approve the transfer of operating and capital reserves for the year ending August 31, 2023, as outlined on:

- Table 1: Operating Reserves Balance August 31, 2023
- Table 2: Capital Reserves Balance August 31, 2023

Summary of the transfer is outlined below:

- Net transfers to/from Operating Reserves equal \$(1,446,699)
  - Program Surplus Deficit - \$(549,265)

DK  
DK

BK  
BK

- Amortization of Asset Retirement Obligation - \$362,702
- Transfer to Capital Reserves - \$(1,260,136)
- Net transfers to/from Capital Reserves equal \$462,711
  - Unsupported Amortization - \$708,608
  - Other Contributions - \$38,330
  - Board Funded Tangible Capital Assets - \$(1,544,363)
  - Transfer from Operating Reserve - \$1,260,136

**Carried**

**2023-120**

**Approval of Memorandum Agreement with Alberta Teachers' Association Evergreen Local No. 11**

Trustee Mines moved that the Board of Trustees approve the Memorandum of Agreement (MOA) between Alberta Teachers' Association (ATA) Evergreen Local No. 11 and Grande Yellowhead Public School Division.

**Carried**

**2023-121**

**Annual Education Results Report Submission for 2022/2023**

Trustee Caputo moved that the Board approve the 2022/2023 Annual Education Results Review submission.

**Carried**

**2023-122**

**Electrical Contract Tender Approval**

Trustee Mines moved that the Board of Trustees approve the tender for an electrical contract.

**Carried**

**2023-123**

**Advocacy Letter Regarding Access to Road Tests for Bus Driver Certification**

Trustee Pettitt moved that the Board of Trustees moves to direct administration to send a letter to the Minister of Transportation and Economic Corridors and Alberta Education advocating that the process for accessing road tests required for bus driver certification be improved.

**Carried**

**2023-124**

**Letter of Congratulations to New Mayor of Hinton**

Trustee Caputo moved that the Board of Trustees moves to direct administration to write a letter of congratulation to the new Mayor of Hinton, Nicholas Nissen.

**Carried**

**2023-125**

**Letters to MLA Getson and MLA Long**

Trustee Pettitt moved that the Board of Trustees moves to direct administration to send a letter to MLA Getson and MLA Long extending an invitation to meet with the Board in the near future.

**Carried**

DK  
DK

BK  
BK

## **BOARD CHAIR REPORT**

Chair Karpluk Shared:

- ASBA FGM Highlights

## **SUPERINTENDENT'S REPORT**

Superintendent Lewis reported on all the activities she has been leading since the last Public Board meeting on October 25, 2023.

## **ADMINISTRATION REPORTS**

### **School Councils' Report for 2022/2023**

The Board received a summary report regarding the 2022/2023 School Councils.

### **IMR/CMR Report**

The Board received a report regarding the ongoing IMR/CMR work.

### **Division Operations: Department Updates**

The Board received a presentation from all department heads on the work that was carried out since the last Public Board Meeting on October 25, 2023.

## **TRUSTEE REPORTS**

### **Connections to Board Governance Work Plan Calendar**

Next Rural Caucus meeting will be during the ARES Conference.

### **Board Policy Committee**

Meeting on December 19<sup>th</sup>.

### **Recognition of Employees Committee**

No Report.

### **Board Planning Seminar Committee**

Meeting on December 13<sup>th</sup> with Chris Smeaton.

### **Board Negotiations Committee**

No Report.

### **Board Representatives**

- **PSBAA – Work Plan Update**
  - PSBC was November 17-18th
- **ASBA Zone 2/3**
  - Provided the board with upcoming meeting dates
  - Survey was completed.

DK  
DK

BK  
BK

## FUTURE BUSINESS

### Meeting Dates

Board – Open to Public

December 20, 2023 Public Board Meeting (10:00 a.m.)

Committees – Closed to Public

December 20, 2023 Committee of the Whole Meeting (9:00 a.m.)

### Notice of Motion

Trustee Pettitt would like a notice of motion to attend the upcoming Shaping the Future Conference.

Trustee Karpluk would like a notice of motion for those who wish to attend the NSBA Conference in New Orleans.

### Future Agenda Items

None.

**2023-126**

### Closed Session

Trustee Fowler moved that the Board go into closed session at 1327 hours.

**Carried**

**2023-127**

### Out of Closed Session

Trustee Caputo moved that the Board come out of closed session at 1341 hours.

**Carried**

**2023-128**

### ADJOURNMENT

Trustee Pettitt moved for adjournment at 1341 hours.

**Carried**

   
 Dale Karpluk (Dec 22, 2023 13:54 MST)

Dale Karpluk  
Board Chair



Benoit Kudinga  
Assistant Secretary-Treasurer