

Board Meeting Minutes - 9:00am October 8, 2020

VISION - Westwind School Division will be a collaborative community of engaged learners that inspire all students to realize their full and complete potential

MISSION - The mission of Westwind School Division is to foster engaging and student-centred learning environments that will inspire each student to strive for personal excellence and allow all learners to thrive.

VALUES - Our values guide our behaviour, structure our operations and shape our Division strategies. For every decision we make, we will hold ourselves accountable to these values and ask:

- Is this what is best for our students?
- Will this help us build trust and improve relationships?
- How will this decision further education, inform practice and enhance learning?

TERRITORIAL LAND ACKNOWLEDGMENT - We respectfully acknowledge that this event is taking place on the traditional territory of the Blackfoot Confederacy in Southern Alberta

1. Called to Order - The Board Meeting was called to order by the Board Chair, Mr. Jim Ralph at 9:00.

Trustees Present

Mr. Ross Blackmer
Mr. Josh Smith
Mr. Jim Ralph
Mr. Doug Smith
Ms. Peggy Blackmore - By Zoom
Ms. Jessica Payne
Mr. Rod Wendorff
Ms. Patricia Beazer

Others Present

Mr. Darren Mazutinec - Superintendent of Schools
Mr. Peter Wright - Secretary-Treasurer
Mr. Todd Heggie - Assistant Superintendent
Ms. Pam Boyson - Executive Assistant
Ms. Rebecca Bultsma - Communications Officer

2. Prayer - The prayer was offered by Mr. Ross Blackmer

3. Approval of Agenda

Motion 2020- 67 Moved by Ms. Jessica Payne to approve the October 8, 2020 Board Meeting Agenda as presented.

Those who voted in favor:

Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

4. Approval of Board Meeting Minutes

- a. Sept 3,2020 Board Organizational Meeting Minutes
- b. Sept 3,2020 Board Regular Meeting Minutes

Motion 2020-68 Moved by Mr. Doug Smith to approve the September 3, 2020 Board Organizational Meeting Minutes and the September 3, 2020 Board Regular Meeting Minutes as presented.

Those who voted in favor:

Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

5. Public input, 3 minutes per person to a max of 15 minutes
6. Action List

<p>Oct 20 - Student Engagement, 9:15-2:30 CO Oct 21 - ASBA General Mtg Zoom Oct 29 - Hutterite Minister Mtg-moved to Spring Oct 29 - Division School Council Mtg 10-12 Central Office Nov 2 - COW Mtg, 1pm</p>	<p>Nov 3 - TEBA General Mtg Nov 12-13 Bd Declared wellness days Nov 15-17 ASBA FGM Zoom Nov 18 ASBA General Mtg Zoom? Nov 25 - Bd Mtg</p>
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7. Reports

a. Superintendent Report

- i. Month in Review
- ii. Principal visits with Superintendent
 - 1. These meetings will focus on: school professional development plans, staff collaboration time, school professional development days, staff involvement at division professional development days, collection of teacher year plans and professional growth plans, plans for classroom coaching, principal professional growth plans, and high school redesign plans.

b. Assistant Superintendent Mr. Todd Heggie

- i. Month in Review

c. Secretary-Treasurer

- i. Month in Review
- ii. Ward voting boundary voting information - Mr. Wright shared information regarding the ward boundaries within Westwind School Division. According to provincial guidelines and Westwind Policy 7, Board Operations, we are within the boundary guidelines.
- iii. Audit Committee Ad
 - 1. Mr. Wright shared a draft Audit Committee ad with the Board. The ad invites members of the public who are interested in sitting on the Westwind Audit Committee to submit a letter of intent to Mr. Wright. This is a 3-year term.

d. Communications Report

- i. Report

8. Committees

- a. Management Committee
- b. Student Engagement Committee

- i. The next scheduled Student Engagement Committee Meeting is scheduled for Oct 20, 2020.
- c. Board ATA Liaison Committee
 - i. Tentative meeting dates are December 14, 2020 and May 20, 2021. Both meetings are following a Committee of the Whole Meeting.
- d. ASBA Zone 6
 - i. Trustees will submit Professional Development ideas
 - 1. Trustees were asked to submit professional development ideas, and/or requests to Trustee Ms. Patricia Beazer.
 - 2. The October 21, 2020 ASBA Zone 6 General Meeting will be by Zoom. The Zone Director and Alternate Zone Director positions will be voted in at this meeting.
- e. Policies & Procedures
 - i. Board Policy 14 Teacher Transfers
 - 1. Mr. Mazutinec recommended that the Board accept the changes noted in red.

Motion 2020-69 Moved by Ms. Patricia Beazer to accept the suggested changes to Board Policy 14, Board Hearing on Teacher Transfers.

Those who voted in favor:

Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

- 9. Discussion & Information Items
 - a. Trustees noted the Teacher/Staff Appreciation Day on October 5, 2020 was very successful. Trustees and Central Office Administration visited each school in the division and presented them with a coupon for a pizza lunch for the school staff.

- b. Trustee Mr. Ross Blackmer asked the Administration to encourage Principals to share with the Board some of the projects/teaching that are going on in Westwind. The Board would love to see and share in these creative and successful lessons and experiences. Mr. Ralph asked Mr. Mazutinec to pass along thanks to the Operations and Maintenance Department for their work in getting the plexiglass dividers cut and installed in schools.

- a. Technology Department Update - Lyle Robert
 - i. Firewall and Westwind Corp network Security. Mr. Lyle Roberts, Director of Technology shared information with the Board related to the start up of the 2020/2021 school year. The Technology Department is updating photo copiers so staff all have a PIN code to print to and make copies. The Technology Department is installing a new sound system at Cardston Junior High School. Board Chair, Mr. Ralph asked Mr. Roberts to pass along thanks to the Tech Department from the Board for all their hard work.

- b. Three-year Ed Plan
 - i. There is a new Assurance Framework Model that we will be implementing this year. We are in the process of developing our Division Education Plan, and we are gathering information from the Accountability Pillar Survey, principals, staff, school councils and the Board that is tied to the Mission Vision and Values that the Board set.

 - ii. Trustees were encouraged to share ideas, and questions with administration that could be included in our Student Survey and our Division School Council Survey.

- c. Westwind Staff Website
 - i. This staff only portion of the Westwind website is a central resource for teachers and support staff. It focuses on the ideal learning environment, including resources to enhance student learning with a focus on literacy, numeracy and core competencies.

- d. Policy 7 - Board Operations
 - i. The Board reviewed the elections/appointments portion of Policy 7 - Board Operations.

- e. Transportation
 - i. Currently, athletes in the Westwind School Division are responsible for getting themselves to an event not held in the division. As well, car pooling is not advised at this time.

- f. Media interested in athletics in Westwind School Division
 - i. On Wednesday October 7 CTV News interviewed Superintendent Mr. Darren Mazutinec, Communications Director Ms. Rebecca Bultsma, Cardston High School Principal Mr. Ken McMurray, Division Psychologist and volleyball coach Mr. Conrad Boehme, as well as parents and several students on the partial return to athletics Westwind has adopted. Athletic events that have taken place in Westwind since the start of the 2020/2021 school year include Football, Golf, Cross Country, and Volleyball. As well, several Westind schools participated in the annual Terry Fox run/walk.

- g. Insurance Update
 - i. Mr. Wright updated the Board on the new ARMIC Insurance group that Westwind is now working with. They have released a list of activities that are automatically approved, a list that is cautionary and a list of banned activities.

- h. Kody Blackmore bench
 - i. This bench is to honor Magrath Elementary School student Kody Blackmore, who passed away earlier this year.

Motion 2020-70 Moved by Ms. Jessica Payne to approve the donation receipt “in kind” as requested.

Before a vote was called, and after further discussion, the motion was tabled so that additional information could be verified.

10. In Camera

Motion 2020-71 Moved by Mr. Ross Blackmer to go in camera at 11:27 am.

Those who voted in favor:

Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

Motion 2020-72 Moved by Mr. Rod Wendorff to come out of in camera at 11:48 am.

Those who voted in favor:
Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

Motion 2020-73 Moved by Mr. Josh Smith to go in camera at 12:10 pm.

Those who voted in favor:
Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

Motion 2020-74 Moved by Mr. Rod Wendorff to come out of in camera at 1:35 pm.

Those who voted in favor:
Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom

Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

Motion 2020-75 Moved by Ms. Jessica Payne to approve Westwind School Division paying \$315.00 for the concrete pad for the Kody Blackmore Buddy Bench at the Magrath Elementary School.

Those who voted in favor:
Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

11. Public input, 3 minutes per person to a max of 15 minutes

Motion 2020-76 Moved by Mr. Ross Blackmer to adjourn the meeting at 1:37 pm.

Those who voted in favor:
Mr. Jim Ralph
Mr. Doug Smith
Ms. Patricia Beazer
Mr. Josh Smith
Mr. Ross Blackmer
Ms. Peggy Blackmore - by Zoom
Ms. Jessica Payne
Mr. Rod Wendorff

There were no votes against this motion
Motion carried.

Next Board Meeting - November 25, 2020