

Board Meeting Minutes May 9, 2024, 9:00 am

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-centered learning environments that will inspire each student to strive for personal excellence and allow all learners to thrive.

VALUES

- **Continual Learning** - We provide high-quality learning opportunities for all and will continuously collaborate to empower, challenge, and inspire every student and employee to be a successful and continual learner.
- **Excellence** - We desire and constantly pursue excellence and hold high expectations for students, staff, and ourselves. We establish and communicate high student expectations regarding academics, attendance, achievement, behaviour, citizenship, and extracurriculars.
- **Relationships** - We prioritize and foster strong, respectful relationships in the communities we serve and continually seek to strengthen those relationships by demonstrating integrity, respect, trustworthiness, collaboration, and transparency in everything we do.
- **Empathy** - We teach and model empathy in our schools and continuously strive to build safe, caring, and inclusive learning environments that foster kindness and compassion.

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

- Board Chair Jim Ralph called the meeting to order at 9:00 a.m.

Trustees Present

Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Rod Wendorff
Doug Smith
Anna-Joyce Frank
Jessica Payne

Others Present

Darren Mazutinec - Superintendent
Peter Wright - Secretary-Treasurer
Todd Heggie - Assistant Superintendent
Pam Boyson - Executive Assistant

- Anna-Joyce Frank offered the prayer.

- Approval of Agenda

Motion 2024 - 29 Moved by Rod Wendorff to approve the proposed additions to the agenda.

Those who voted in favor:

Anna-Joyce Frank

Doug Smith

Jessica Payne

Jim Ralph

Josh Smith

Rod Wendorff

Ross Blackmer

Tami Tolley

Motion carried.

Motion 2024 - 30 Moved by Tami Tolley to approve the agenda as amended.

Those who voted in favor:

Anna-Joyce Frank

Doug Smith

Jessica Payne

Jim Ralph

Josh Smith

Rod Wendorff

Ross Blackmer

Tami Tolley

Motion carried.

- Approval of Board Meeting Minutes
 - April 29, 2024

Motion 2024 - 31 Moved by Jessica Payne to approve the minutes as presented.

Those who voted in favor:

Anna-Joyce Frank

Doug Smith

Jessica Payne

Jim Ralph

Josh Smith

Rod Wendorff

Ross Blackmer

Tami Tolley

Motion carried.

- Public input, 3 minutes per person to a maximum of 15 minutes

<p>May 15 - Student Engagement Committee Mtg 9 am May 15 - ASBA Zone 6 Mtg, Horizon Bd Office Lunch at 12 p.m. meeting starts at 1 p.m. May 14 - Student Engagement, 9 a.m. May 15 - Edwin Parr Banquet, Taber Dinner at 6 pm May 16 - CHS FNMI Honor Night, 6 pm May 29 - ATA Retirement banquet, Tanner Senior Centre 6 pm May 30 - Board Meeting, 9 am May 31 - CHS Grad banquet & dance, 6 pm May 31 - Stirling Grad, 6 pm June 2-4 ASBA SGM, Calgary June 13 - Division BBQ</p>	<p>June 19 - ASBA Zone 6 June 19 - SGJHS Awards Ceremony 6:30 pm June 20 - CJHS Awards Ceremony, 9 am June 20 - RJHS Honors & Awards Assembly 9 am June 20 - MHS Academic/Athletic Awards Assembly 2 pm June 20 - Mt View, 6 pm June 21 - National Indigenous People Day June 21 - RHS Grad, 7 pm June 25 - MHS Grad Prom, 9 pm June 26 - MHS Grad Ceremony, 6 pm June 26 - CHS Grad Ceremony, 7 pm</p>
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- Reports
 - Superintendent Report - Mr. Darren Mazutinec
 - i. Month in Review
 - Secretary-Treasurer - Mr. Peter Wright
 - i. Month in Review
 - Assistant Superintendent - Mr. Todd Heggie
 - i. Month in Review
- Committees
 - Management Committee
 - i. Letter to employee groups went out on May 6, 2024.
 - Student Engagement Committee
 - i. May 15, 2024, 9 a.m.
 - Board ATA Liaison Committee
 - i. May 30 at 2:00 p.m.
 - ASBA Zone 6
 - i. This is a reminder for the May 15 Zone 6 meeting and the Edwin Parr awards evening. Both are in Taber.
- Trustee PD Reports
 - Trustee Payne's report on the ASCA Conference
 - i. Trustee Payne reported on her attendance at the Alberta School Council Association Conference (ASCA). Four other participants from the Westwind

School Division attended. She appreciated the breakout sessions and the new Kindergarten—Gr 6 curriculum information that was shared. She attended a very informative session on Emotional Coaching presented by Sue Huff, a trained family peer support worker.

- Trustee Doug Smith's report on the FNMI Gathering.
 - i. He enjoyed attending this conference and was pleased with his interaction with the other Westwind employees who could attend. The conversation was enlightening. Both Chief Roy Fox and Elder Wilton Good Stricker spoke at the gathering.
- Policies & Procedures
 - Added - "Board Meeting" section of our Website
 - i. The current introduction states, "Agendas are uploaded the Friday before each meeting. Minutes are added upon Board approval at the following meeting. Meeting Highlights will be updated within 24 hours of the Board Meeting, and recordings will be uploaded to YouTube within one week.
 - ii. Proposed Introduction by Trustee Blackmer: "Agendas are uploaded two business days prior to each meeting. Minutes are added upon Board approval at the following meeting. Meeting Highlights will be updated within 2 business days of the Board Meeting, and recordings will be uploaded to YouTube within one week."

Motion 2024 - 32 Moved by Ross Blackmer to revise the introduction paragraph regarding the timeline for posting board meeting agendas, minutes, highlights and recordings on the website as discussed.

Those who voted in favor:

Anna-Joyce Frank
Doug Smith
Jessica Payne
Jim Ralph
Josh Smith
Rod Wendorff
Ross Blackmer
Tami Tolley

Motion carried.

- **Discussion & Information Item**
 - O&M Report - Brad Sommerfeldt

- i. Brad reviewed the O&M department's work in the past few months, which includes upgrading the controls at CJHS, installing a glass wall partition at CHS in the library, and repairing roof leaks.
- o Meeting with the Education Minister on May 10, 2024.
 - i. The Minister's meeting will be rescheduled. Mr. Mazutinec requested topics for discussion from the trustees.
- o Division School Council Meeting Report
 - i. Trustee report
 - 1. The trustees who attended were impressed with Mr. Doig's presentation on the Dual-Credit Program. They were pleased with the round-table discussions and the positive relationship between school councils and the division.
 - 2. The Superintendent echoed the remarks with both Mr. Doig's presentation and the excellent discussion that took place.
- o Grade 12 Breakfast and Survey Discussion
 - i. Discussion and data
 - 1. The Superintendent told the trustees his team had completed the final *Breakfast with Graduating Students* meeting. As well as a discussion with the students, they were asked to complete an anonymous survey. Once the data has been collated, it will be shared with trustees.
- o Raymond High School football requests to travel to Couer d' Alene, Idaho, on October 24-26, 2024. Mr. Mazutinec recommends that the board approve the request.

Motion 2024 - 33 Moved by Rod Wendorff to approve the Raymond High School football trip request as presented.

Those who voted in favor:

Anna-Joyce Frank
 Doug Smith
 Jessica Payne
 Jim Ralph
 Josh Smith
 Rod Wendorff
 Ross Blackmer
 Tami Tolley

Motion carried.

Motion 2024 - 34 Moved by Anna-Joyce Frank to go in-camera at 10:17 a.m.

Those who voted in favor:

Anna-Joyce Frank

Doug Smith
Jessica Payne
Jim Ralph
Josh Smith
Rod Wendorff
Ross Blackmer
Tami Tolley

Motion carried.

- **In-Camera**

Motion 2024 - 35 Moved by Rod Wendorff to come out of in-camera at 11:58 a.m.

Those who voted in favor:

Anna-Joyce Frank
Doug Smith
Jessica Payne
Jim Ralph
Josh Smith
Rod Wendorff
Ross Blackmer
Tami Tolley

Motion carried.

- Public input, 3 minutes per person to 15 minutes

Motion 2024 - 36 Moved by Jessica Payne to adjourn the meeting at 12:00 p.m.

Those who voted in favor:

Anna-Joyce Frank
Doug Smith
Jessica Payne
Jim Ralph
Josh Smith
Rod Wendorff
Ross Blackmer
Tami Tolley

Motion carried.

- Next Board Meeting - May 30, 2024