

Board Meeting Minutes November 26, 2024, 1 p.m.

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 - 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

-
- The Board Chair, Jim Ralph, called the meeting to order at 1:00 p.m. and excused Trustee Anna-Joyce Frank.

Trustees Present

Doug Smith

Josh Smith

Jim Ralph

Tami Tolley

Ross Blackmer

Rod Wendorff

Jessica Payne

Others Present

Darren Mazutinec - Superintendent

Rob Doig - Assistant Superintendent

Peter Wright - Secretary-Treasurer

Pam Boyson - Executive Assistant

Genevieve Boyd - Communications Officer

- Rob Doig offered the prayer.
- Approval of Agenda

[Motion 2024 - 73](#) Moved by Jessica Payne to approve the agenda as presented.

Those who voted in favor:

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

Motion carried.

- Approval of Board Meeting Minutes
 - Oct 23, 2024

Motion 2024 - 74 Moved by Doug Smith to approve the October 23, 2024 Minutes as presented.

Those who voted in favor:

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

Motion carried.

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

Dec 4 - Division School Council	Jan 15 - ASBA Zone 6 Mtg
Dec 4 - ASBA Zone 6 Mtg, Virtual only	Jan 16 - Bd Mtg
Dec 16 - Deliver Baskets	Feb 12 - ASBA Zone 6 Mtg
Dec 23-Jan 5 - Christmas Break	Feb 13 - COW Mtg
Jan 6 - School resumes	Feb 27 - Bd Mtg
Jan 9 - COW Mtg	Mar 11 - Bd Mtg, starts 11 a.m.

- **Reports**
 - Superintendent Report - Mr. Darren Mazutinec
 - i. Month in Review
 - Secretary-Treasurer - Mr. Peter Wright
 - i. Month in Review
 - Assistant Superintendent - Rob Doig
 - i. Month in Review

- Communications Report - Ms. Genevieve Boyd
 - i. Month in Review
- Department Head Report - Brad Sommerfeldt
 - i. The Board Chair thanked Brad and his department for their excellent work.
- **Committees**
 - Management Committee
 - Student Engagement Committee
 - i. December 9 at Central Office
 - Board ATA Liaison Committee
 - ASBA Zone 6
- **Trustee PD Reports**
- **Policies & Procedures**
 - POLICY 16 - RECRUITMENT AND SELECTION OF PERSONNEL

Motion 2024 - 75 Moved by Ross Blackmer to accept the proposed changes to *Policy 16 - Recruitment and Selection of Personnel* as presented.

Those who voted in favor:

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

Motion carried.

- POLICY 17 - STUDENT TRANSPORTATION SERVICES
 - i. The policy was reviewed, and no changes were proposed.
- **Discussion & Information Item**
 - Audited Financial Statement Report.

Motion 2024 - 76 Moved by Josh Smith to approve the Audited Financial Statement for the year ending August 31, 2024, as presented.

Those who voted in favor:

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

Motion carried.

- Annual Education Results Report (AERR) - Rob Doig

Motion 2024 - 77 Moved by Doug Smith to accept the 2023/2024 AERR Report as presented.

Those who voted in favor:

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

Motion carried.

- Electoral boundary changes - Jim Ralph
 - i. Secretary-Treasurer Peter Wright reviewed the process and proposed changes. This document will be sent to the Minister for approval.

Motion 2024 - 78 Moved by Jessica Payne to accept the proposed electoral boundary changes as discussed.

Those who voted in favor:

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

Motion carried.

- Westwind School Division Electoral Ward Order - Peter Wright
- Donations
 - i. \$250 - Jerry's Pop Shop (Brad Baker) to RJHS Comets
 - ii. \$2500 - Cody J Nelson Professional for Gr 9 Girls Basketball Team

- i. \$1200 - Cody J Nelson Professional for inclusive Playground at RES

Motion 2024 - 79 Moved by Rod Wendorff to approve the donations as presented.

Those who voted in favor:

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

Motion carried.

- o CHS Hawaii Trip Request

Motion 2024 - 80 Moved by Tami Tolley to approve the Cardston High School Hawaii trip request as presented.

Those who voted in favor:

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

Motion carried.

- o RHS Girls Trip Request

Motion 2024 - 81 Moved by Rod Wendorff to approve the Raymond High School Utah trip request as presented.

Those who voted in favor:

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

Motion carried.

Motion 2024 - 82 Moved by Josh Smith to go in camera at 2:45 p.m.

Those who voted in favor:

- Doug Smith

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

Motion carried.

- In-Camera

Motion 2024 - 83 Moved by Ross Blackmer to come out of in-camera at 4:13 p.m.

Those who voted in favor:

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

Motion carried.

Rod Wendorff left the meeting at 3:30 p.m.

Motion 2024 - 84 Moved by Jessica Payne to cancel the Dec 12, 2024 Board Meeting.

Those who voted in favor:

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

Motion carried.

Motion 2024 - 85 Moved by Jessica Payne to make the following changes to dates:

- i. December 12, 2024, Board Meeting is cancelled.
- ii. March 11, 2025, Board Meeting to start at 1 p.m.
- iii. March 27, 2025, Board Meeting is cancelled
- iv. April 7-9, 2025, Board Planning Session is moved to April 2-4, 2025
- v. April 2, 2025, Board Meeting begins at 11 a.m. in Calgary
- vi. April 7, 2025, Board Meeting is rescheduled

Those who voted in favor:

Doug Smith
Jim Ralph

Josh Smith
Ross Blackmer
Tami Tolley
Jessica Payne

Motion carried.

- Public input, 3 minutes per person to 15 minutes

Motion 2024 - 86 Moved by Tami Tolley to adjourn the meeting at 4:18 p.m.

Those who voted in favor:

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

Motion carried.

- Next Board Meeting Jan 16, 2025.

