

**Board Meeting Minutes**  
**10:30 am on September 5, 2019**

1. Called to Order - The regular board meeting was called to order at 10:45 am by the Board Chair, Mr. Jim Ralph.

**Members Present**

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

**Others Present**

Mr. Darren Mazutinec - Superintendent of Schools  
Mr. Austin Nunn, Assistant Superintendent  
Mr. Peter Wright, Secretary-Treasurer  
Ms. Pam Boyson - Executive Assistant  
Ms. Rebecca Bultsma - Communication Officer

2. Additions to and Approval of Agenda

Motion 2019-74 Moved by Ms. Peggy Blackmore to approve the agenda as presented.

Those who voted in favor:

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

There were no votes against this motion

Motion carried.

### 3. Regular Business

#### a. Approval of Minutes of August 21, 2019

Motion 2019-75 Moved by Mr. Ross Blackmer to approve the August 21, 2019, Minutes as presented.

Those who voted in favor:

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

There were no votes against this motion

Motion carried.

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

#### 5. Action List

Sept 5 - Bd Organizational Mtg & Bd Mtg Sept 17 - Stirling Sch Grand opening-6pm Sept 19 - Education Minister visit Westwind Sept 27 - Sch PD Day Sept 30 - Orange Shirt Day	Oct 3 - Teacher Appreciation Day Oct 10 - Bd Mtg Oct 14 - Thanksgiving
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### 1. Reports

#### a. Superintendent Report

- i. Mr. Mazutinec shared and discussed his Month in Review Report.

#### b. Secretary-Treasurer Report

- i. Mr. Wright shared and discussed his Month in Review Report.

#### c. Assistant Superintendent - Mr. Austin Nunn

- i. Mr. Nunn shared his Month in Review with the Board.

- d. Communications Report
  - i. Ms. Bultsma shared her report.
- 6. Committees
  - a. Management Committee
    - i.
  - b. Student Engagement Committee
    - i. The first meeting is scheduled for October 29, 2019. The focus this year is on service leadership.
  - c. Board ATA Liaison Committee
  - d. ASBA Zone 6
  - e. Policies & Procedures
    - i. Suggested edits to Board Policy 2: Role of the Board (in red) by Terry Gunderson. Motion Required to accept the update and convert Board Policy 21 HUTTERITE COLONY SCHOOLS to Administrative Procedure 201: Hutterite Colony Schools
      - 1. The Board reviewed and discussed the suggested modifications to Board Policy 21 - Hutterite Colony Schools.

Motion 2019-76 Moved by Mr. Ross Blackmer to table the Policy 21-Hutterite Colony Schools discussion.

Those who voted in favor:

Ms. Anna-Joyce Frank  
Mr. Ross Blackmer  
Mr. Jim Ralph

Those who voted against the motion

Ms. Patricia Beazer  
Mr. Josh Smith  
Mr. Rod Wendorff  
Mr. Doug Smith  
Ms. Jessica Payne  
Ms. Peggy Blackmore

Motion defeated.

- 2. The Board continued with the discussion.

Motion 2019-77 Moved by Mr. Josh Smith that Westwind School Division adopt the recommended changes to Policy 21 Hutterite Colony Schools from Mr. Terry Gunderson.

Those who voted in favor  
Ms. Patricia Beazer  
Mr. Josh Smith  
Mr. Rod Wendorff  
Mr. Doug Smith  
Mr. Jim Ralph  
Ms. Jessica Payne  
Ms. Peggy Blackmore  
Ms. Anna-Joyce Frank

Those who voted against the motion  
Mr. Ross Blackmer

Motion carried.

- ii. Suggested edits to Board Policy 4: Trustee Code of Conduct (to be in line with new Education Act) Motion Required to accept changes.
- iii. Suggested edits to Board Policy 4 Appendix B: Trustee Code of Conduct Sanctions. Motion Required to accept changes.
  - 1. The Board reviewed and discussed the suggested modifications to Board Policy 4 and Appendix B to Board Policy 4 - Trustee Code of Conduct.

Motion 2019-78 Moved by Ms. Patricia Beazer to accept the recommended changes to Board Policy 4 as presented.

Before a vote was called, Ms. Patricia Beazer withdrew her motion, 2019-78.

Motion 2019-79 Moved by Ms. Jessica Payne to table the Board Policy 4 - Trustee Code of Conduct discussion.

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

There were no votes against this motion  
Motion carried.

This item will be added to the October 3, 2019 Committee of the Whole meeting.

ACTION ITEM - Add "Review of Policy 4" to Trustee's Action List.

ACTION ITEM - moving forward, three policies will be added to each Board Meeting Agenda for review, starting with Policies 4, 5, & 6 on the October 10 Board Meeting Agenda.

ACTION ITEM - Rebecca will send our ASBA suggestions, re Policies

Going forward, Westwind's Mission Vision & Values will be included on the front page of every Board Meeting Agenda and Committee of the Whole Agenda.

Trustees discussed when the best time is to review and consider any changes to policies on a regular basis. The point was made that each policy discussion should also be looked at through the lens of Westwind's Mission, Vision, and Values Theme.

Mr. Ralph suggested that three policies are reviewed at each Committee of the Whole meeting, and then be added to a Board Meeting Agenda for further discussion.

ACTION ITEM - Policies 4, 5, 6 will be added to the next Board Meeting

- f. Trustee report on school visits
  - i. Ms. Beazer attended the Cardston High School welcome back breakfast, felt it was a great success.
  - ii. Ms. Blackmore attended Cardston Elementary School where all teachers wore matching t-shirts. Ms. Blackmore also attended the Cardston Jr High School breakfast, saying the students loved it.
  - iii. Ms. Payne attended the Magrath Jr/Sr High School breakfast and loved the feeling of belonging that she experienced there.

## 7. Discussion & Information Items

- a. Hope Squad Presentation - Mr. Nunn
  - i. Mr. Nunn gave a presentation on the HOPE Squad we have up and running in Westwind School Division. This is a school-based peer to peer suicide prevention program.
  - ii. Ms. Anna-Joyce Frank will sit on the Wellness Committee.
- b. Diploma & PAT results report to Board - Mr. Doig
  - i. Mr. Ralph explained that Mr. Doig's presentation will be moved to the in-camera portion of the meeting due to the fact that the information shared has not been made public by Alberta Education yet.
- c. Technology Department Report - Mr. Lyle Roberts

1. Mr. Robert's presentation to the Board was to update them on all things technology that has been and are currently going on in the division.
- d. Brainstorm questions/Westwind priorities for the Education Minister, Ms. Adriana LaGrange visit to Westwind School Division.
  - i. Minister LaGrange schedule
    1. We will start at 8:20 am on September 19, 2019, in Raymond, and move forward from there.
- e. Motion to ratify Memorandum of Agreement

Motion 2019-80 Moved by Ms. Peggy Blackmore to ratify the Memorandum of Agreement between Westwind School Division and the Alberta Teacher Association dated June 27, 2019.

Those who voted in favor:

Ms. Patricia Beazer  
Mr. Josh Smith  
Mr. Jim Ralph  
Mr. Rod Wendorff  
Mr. Doug Smith  
Ms. Jessica Payne  
Ms. Peggy Blackmore  
Ms. Anna-Joyce Frank

There were no votes against this motion

Motion carried.

Note, Mr. Ross Blackmer was not present for the vote on Motion 2019-79

- f. World Teacher Day - Oct 3 - Pizza for lunch for all staff will be delivered to each school
  - i. Trustees, along with Central Office administration will visit each school, visiting each classroom for a minute or two, and then leave pizza in the staffrooms for lunch for all employees. A couple of the schools will have this event either on October 4 or 7 due to scheduling issues.
- g. Christine McKee donation request

Motion 2019-81 Moved by Mr. Josh Smith to approve the Christine McKee donation as presented.

Those who voted in favor:

Ms. Patricia Beazer  
Mr. Josh Smith

Mr. Jim Ralph  
Mr. Rod Wendorff  
Mr. Doug Smith  
Ms. Jessica Payne  
Ms. Peggy Blackmore  
Ms. Anna-Joyce Frank  
Mr. Ross Blackmer

There were no votes against this motion  
Motion carried.

Motion 2019-82 Moved by Ms. Patricia Beazer to go in-camera at 1:45 pm.

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

There were no votes against this motion  
Motion carried.

#### 8. In-Camera

Motion 2019-83 Moved by Mr. Rod Wendorff to come out of in-camera at 2:53 pm.

Those who voted in favor:  
Mr. Josh Smith  
Mr. Jim Ralph  
Mr. Rod Wendorff  
Mr. Doug Smith  
Ms. Jessica Payne  
Ms. Peggy Blackmore  
Ms. Anna-Joyce Frank  
Mr. Ross Blackmer

There were no votes against this motion

Motion carried.

Ms. Patricia Beazer left the meeting at 2:45 pm

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

Motion 2019-84 Moved by Mr. Josh Smith to adjourn the meeting at 3:00 pm.

Those who voted in favor:

Mr. Josh Smith  
Mr. Jim Ralph  
Mr. Rod Wendorff  
Mr. Doug Smith  
Ms. Jessica Payne  
Ms. Peggy Blackmore  
Ms. Anna-Joyce Frank  
Mr. Ross Blackmer

There were no votes against this motion

Motion carried.

10. Adjourn

11. Next Meeting - October 10, 2019