



April 21, 2016

MINUTES

VALHALLA SCHOOL FOUNDATION REGULAR BOARD MEETING

In attendance:

J. Picard B. Skaksen B. Kjemhus T. Campbell N. Westad J. Kochendorfer

J. Moutray K. Rosvold

1 Vacant Position

Regrets: J. Hauger

1.0 CALL TO ORDER – REVIEW AND APPROVAL OF AGENDA Called to order with a quorum present at 6:07pm. (16/4-1) B. Kjemhus moved to approve the agenda with changes of moving 7.2 after 8.2. AIF

2.0 APPROVAL OF MINUTES (March 8, 2015) (16/4-2) N. Westad made motion to accept the minutes as presented. AIF.

(March 23, 2015) (16/4-3) B. Kjemhus made a motion to accept the minutes as presented. AIF

3.0 BUSINESS ARISING FROM MINUTES: nothing at this time

4.0 BOARD DEVELOPMENT - Review of Charter and Bylaws. J. Kochendorfer read the Charter. It was noted that several changes need to be made, including information about the German program, transportation director, history resource, provincial posting of teaching positions, etiquette. etc. Oath of Office and Board Conflict of Interest forms were signed and returned for filing. J. Hauger is absent so still needs to sign. Bylaw Amendments are attached for a motion at the May meeting.

5.0 Reports

5.1 Chair: Special thanks to N.Kjemhus and J. Kjemhus for their speaking at the AGM they did a wonderful job.

5.1.1 Budget Call: Discussion about what was in the budget.

5.1.2 MLA Invite, Letter to Minister: attached.

5.1.3 Communication with A. Schickerowski, Benalto

5.2 Transportation Director: attached and explained. There was discussion of contract vs. owned buses.

5.3 Secretary Treasurer: attached and explained.

(16/4-4) B. Skaksen moved to transfer \$10,000 from Transportation Fuel to Transportation Repairs, N. Westad seconded. AIF

5.3.1 Budget Planning : 1st run of budget attached very early stages. Will set meeting with Finance Committee to plan budget.

5.4 Principal: attached and explained. Missoula was an amazing experience for the students would like to book again next year.

5.5 Superintendent: attached and explained. Marlene and K. Rassumanson would like to present the evaluation at the May 24th meeting.

6.0 COMMITTEE REPORTS:

6.1.1. Executive Committee -

6.1.1 **Superintendent Expenses:** to use up the Admin expenses then reassess.

6.1.2 **Superintendent Contract**(In-Camera 7.2 after 8.2)

6.2 Finance Committee - NTR

6.3 Human Resources Committee:

6.3.1 Policy Advisory Committee

6.3.1.1 I 101 - Welcoming Schools draft(School Act, Section 16.1 and 45.1).

(16/4-5) B. Skaksen moved to approve the Policy as revised, T. Campbell seconded. AIF. It has been suggested that we circulate the link to our new Policies.

6.3.1.2 Policy A102/4 (16/4-6) T. Campbell moved to approve Policy A-102: Guiding Philosophies and Principles Policy, N. Westad seconded. AIF.

6.4 Program Committee : attached and explained by J. Picard and S. Mumert.

6.4.1 Report on Cursive Writing

6.5 Governance Committee:

6.5.1 Fund Development Code of Ethics and Donor Designation Policy: tabled to the new committees.

6.5.2 Nomination Committee.

6.5.2.1 Recruitment update J. Kochendorfer has a potential recruit for May.

6.6 Fund Development Committee: B. Skaksen gave a verbal report. (16/4-7) B. Skaksen has moved that Policy F-201 Community Use of Facilities be sent back to Policy Committee, T. Campbell seconded. AIF. (16/4-8) T. Campbell moved to ask the Administration to create Policy surrounding parent volunteers that come in contact with students, B. Skaksen. AIF. The VSF would like to create a way to acknowledge donors.

6.6.1 Casino 1 worker still needed for Monday May 16th for the 8pm to 3am. J. Moutray left the meeting at 8:33pm.

6.7 Reports from Partner Organizations

6.7.1 VHS: suggestion of a feminine product dispenser to be installed in the ladies washroom.

6.7.2 VCS: NTR

6.7.3 TAAPCS : meeting in May, are we interested in hosting a meeting in May 2017.
(16/4-9) T. Campbell moved to offer to host the May 2017 TAAPCS meeting, B. Skaksen seconded. AIF.

7.0 OLD BUSINESS

7.1 Evaluation Report May 24th Meeting:

7.2 In- Camera moved to after 8.2.

8.0 NEW BUSINESS

8.1 Organizational- Committees/Positions/Document Signing

J. Kochendorfer passed the chair of the meeting to J. Picard. (16/4-10) B. Skaksen nominated J. Kochendorfer as chair, AIF. B. Kjemhus nominated J. Hauger as Vice Chair, no other nominations, AIF. J. Kochendorfer nominated T. Campbell as Board Secretary, no other nominations, AIF. J. Kochendorfer nominated B. Kjemhus as Board Treasurer to be reassessed when new board member comes on board, no other nominations, AIF. B. Kjemhus moved J. Hauger fill Program Committee Chair position, AIF. J. Kochendorfer nominated B. Kjemhus as the Director Rep for the Program Committee, AIF. J. Kochendorfer nominated T. Campbell as the Human Resources Committee Chair with Nancy Westad as Director Rep, AIF. J. Kochendorfer nominated B. Kjemhus as Finance Committee Chair with B. Skaksen as Director Rep, AIF.

J. Picard passed meeting back to J. Kochendorfer

N. Westad nominated B. Skaksen as the Fund Development Committee Chair with T. Campbell as Director Rep, AIF. T. Campbell nominated J. Kochendorfer as interim Chair of the Governance Committee and the Director Rep is vacant at this time, AIF. B. Skaksen nominated N. Westad as Strategic Planning Committee Chair with J. Hauger as Director Rep, AIF.

8.2 Signing Authority- will continue as now

7.2 In Camera (16/4-11) T. Campbell moved to go in-camera at 9:09pm. AIF. (16/4-12) B. Skaksen moved to go out of camera at 9:18pm. AIF. (16/4-13) B. Kjemhus moved to approve the Superintendent's compensation proposal as presented by the executive committee, N. Westad seconded. AIF.

9.0 EVALUATION OF MEETING - nothing at this time.

10.0 ADJOURNMENT (16/4-14) B. Skaksen moved to adjourn meeting at 9:21pm. AIF

Next meeting; May 24th, 2016 at 6:00pm

J. Kochendorfer - Board Chair

K. Rosvold - Recording Secretary/Treasurer

Action Items:

Christmas Party - September/October

FOIP Compliance - October

Sec/Treas contract hours prior to budget

Fund Development Code of Ethics

Casino

Mission Statement and Communication,

Extra EA time cost for ECS to be brought to board.

late admission policy