



## **Valhalla Community School**

### **Regular Meeting of the Charter Board of Directors**

Monday, October 21, 2024

Meeting in Valhalla School (and via Zoom) 6:30pm- 9:30 pm

#### **1. Quorum and Call to Order & Roll Time: 6:36**

##### **a. Directors**

i. Terri Corbett, Joe Lowen, Penny Braseth, Reanna Stockman

ii. Absent: Jerry Shepelwik, Sarah Miller

##### **b. Administration**

i. Loriann Stienwand, Brian Smith, Harmon Lee

ii. Absent

#### **2. Approval of Agenda**

##### **Motion #01-24/10**

Moved by Director Stockman that the agenda be approved as circulated/amended.

**Disposition: Carried**

#### **3. Approval of Minutes** (Sept 23, 2024 attached)

##### **Motion #02-24/10**

Moved by Director Lowen to adopt the Minutes of the Charter Board of Directors' Regular Meeting of September 23, 2024.

**Disposition: Carried**

#### **4. Reports**

##### **a. Chair's Report** (attached)

##### **Motion #03-24/10**

Moved by Director Braseth to receive the Chair's Report.

**Disposition: Carried**

##### **b. Superintendent's Report** (attached)

##### **Motion #04-24/10**

Moved by Director Braseth to receive the Superintendent's Report.

**Disposition: Carried**

##### **c. Principal's Report** (attached)

##### **Motion #05-24/10**

Moved by Director Lowen to receive the Principal's Report.

**Disposition: Carried**

##### **d. Chair's Call for any Committee Reports**

##### **Motion #06-24/10**

Moved by Director Braseth to receive the Communications Committee Report(s).

**Disposition: Carried**

**Motion #07-24/10**

Moved by Director Stockman to receive the Executive Committee Report(s).

**Disposition: Carried**

**5. Business Arising**

- a. Board Governance Policy Review: Policy #2 Role of the Charter Board (Attached)
  - Reviewing the Board Performance Assessment Guide at each Board meeting to determine evidence of success as well as growth and next steps was discussed.

**Motion #08-24/10**

Moved by Director Stockman that Policy 2 Role of the Charter Board is amended to reflect the alignment with legislation as presented.

**Disposition: Carried**

- b. School Council, Fundraising and School Generated Funds
  - The Board reviewed the difference between School Council and Fundraising Societies with the main role of school councils being advisory. This is highlighted in the Ministerial Order - School Councils Regulation. Fundraising associations are groups of people who have incorporated under the Societies Act or Part 9 of the Companies Act.
  - Section 54(1) of the Education Act states a board shall, in respect of its operations, keep in force adequate and appropriate policies of insurance for the purpose of at a minimum, indemnifying the board and its employees and school councils. A School Board's insurance offers coverage with a school council acting within its mandate as defined in the Alberta Education Act.
  - Section 55(9) notes the Minister, on the request of the board, may dissolve a school council without notice at any time if the Minister is of the opinion that the school council is not carrying out its responsibilities in accordance with this Act and the regulations.
  - VCS Administrative Procedures align with current legislation and policy.

- c. Bus Driver Contract

**Motion #9-24/10**

Moved by Director Braseth that the Bus Driver contract is amended to reflect the change in the provision of benefits.

- d. Final draft annual financial report (year ending August 31)
  - Review of the preliminary financial year end report with the Audited Financial Statement to be presented in November.
- e. Committee of the Whole: AERR Analysis
  - Committee of the Whole meeting will occur November 7, 2024 at 5:30 to engage in analysis of local and provincial data and determine implications for next steps on the Education Plan.
- f. November Work Plan  
November Work plan was reviewed by the Board including:
  - Approve the Audited Financial Statements from the year ending the previous August 31 (Audit Committee or Committee of Whole)
  - Approve Transfers to/from Reserves or transfers from one budget envelope to another in order to offset any deficit in a budget envelope. Approve any transfers to capital reserves.
  - Approve Annual Education Results Report Due Nov. 30 to Alberta Education
  - Receive Facilities (lease review & facility condition for learning), Equipment and Furniture Report
  - Review the Student Code of Conduct (annually as required by *Education Act*)
  - Support Anti-Bullying Week

- Receive report on the charter school research plan

## **In Camera**

### **Motion #10-24/10**

Moved by Director Stockman that the meeting proceeds in camera for discussion of sensitive or confidential matters such as conflicts, legal, personnel, or financial information.

**Time: 7:30**

**Disposition: Carried**

## **6. Motions Arising from In Camera**

No motions arising from in camera.

### **Motion #11-24/10**

Moved by Director Lowen to revert to open meeting.

**Time: 8:00**

**Disposition: Carried**

## **7. Adjournment**

### **Motion #13 -24/10**

Moved by Director Braseth to adjourn the Meeting.

**Time: 8:00**

**Disposition: Carried**

## **ATTESTATION**

*The signature of the Chair attests that this is a true and accurate record of the Minutes of the Regular Meeting of the Charter Board of Directors held on Oct , 21, 2024.*

Signature: \_\_\_\_\_

Name: T. Corbett, Board Chair

Date: 11/25/2024

## **Procedure for Handling the Minutes Record:**

*Subject to adoption at the Regular Meeting of May 2024 and the signature of the Chair attesting to the record via signature, the Minutes shall be distributed as follows:*

- 1) Minutes Record at the School office (ensure all noted attachments are with the Minutes)
- 2) posted to the VCS website
- 3) secured electronically in the Board's Drive.

*The Minutes are considered "DRAFT" until approved by the Board and signed by the Chair. Meanwhile, the DRAFT Minutes may be posted for information to the website with note that the Draft will be replaced with the approved copy following the next Regular Meeting of the Board. The Draft is provided for information purposes only.*