

Valhalla Community School
Regular Meeting of the Charter Board of Directors
Monday, October 20, 2025
Meeting in Valhalla School (and via Google Meet) 7:30pm - 9:30 pm



Vision: *Students will become well-educated and engaged citizens, with strong ethical, civic and democratic standards, who are committed to their families, school, community, province and country.*

Mission: *To instill a readiness for leadership by equipping rural students with both knowledge and skills necessary for success in a rapidly changing economy in the communities, they serve.*

1. Quorum and Call to Order & Roll Call

Time: 7:28

a. Directors

i. Attendees: Director Braseth, Director Lowen, Director Westad, Director Corbett

ii. Absent: Director Shepelwick, Director Stockman

b. Administration

i. Attendees: L. Stienwand, B. Smith, H. Lee

ii. Absent: N/A

iii. Invited Guests: N/A

2. Approval of Agenda

Motion #01-25/10

Moved by Director Lowen that the Agenda be approved as circulated.

Disposition: Carried

3. Approval of Minutes

a. Regular Board Meeting (August 26, 2025 attached)

Motion #02-25/10

Moved by Director Braseth to adopt the Minutes of the Charter Board of Directors' Regular Meeting of August 26, 2025.

Disposition: Carried

b. Special Board Meeting (September 4, 2025 attached)

Motion #03-25/10

Moved by Director Lowen to adopt the Minutes of the Charter Board of Directors' Special Meeting of September 4, 2025.

Disposition: Carried

4. Reports

a. Chair's Report (attached)

Motion #04-25/10

Moved by Braseth to receive the Chair's Report.

Disposition: Carried

b. Superintendent's Report (attached)

Motion #05-25/10

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

Disposition: Carried

- c. Principal's Report (attached)

Motion #06-25/10

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

Disposition: Carried

- d. Chair's Call for any Committee Reports

Motion #07-25/10

Moved by Director Westad to receive the Communications and Community Relations Report (attached)

Disposition: Carried

5. Arising Business

- a. Administrative Procedures: AP230 At Home Learning *new* (Attached)

- b. Bussing of non-VCS students:

Note: Route is going well with no concerns at this time.

6. New Business

- a. School Council Annual Report (Attached)

Note: Chair noted sincere appreciation for the work and time given by School Council.

Motion #08-25/10

Moved by Director Braseth to receive the School Council Annual Report for the prior year as per School Council Regulation 14:(1)

Disposition: Carried

- b. Board Governance Policy Review: Policy #12: Right to Be Heard (Attached)

Motion #09-25/10

Moved by Director Lowen that Policy 12 Right to Be Heard be amended to include the updated email address for staff and Directors.

Disposition: Carried

- c. Administrative Procedure 454: Role of Transportation Lead (Attached)

Note: AP revised to change Transportation Director to Transportation Lead and remove specific mentions to application for grant funding.

- d. Staffing and Funded Enrolment Report (budget Implications & trendlines)

Note: Student enrollment has climbed significantly this year sitting at 79 students.

Motion #10 – 25/10

Moved by Director Westad to receive the staffing and funded enrolment report.

Disposition: Carried

- e. Receive School Authority Overall Summary for the six elements of Alberta Education's Assurance Measures (AEAM's) from previous year (Attached)

Note: In depth review of the AEAM results completed in the Committee of the Whole

Motion #11 – 25/10

Moved by Director Braseth to receive the School Authority Overall Summary report.

Disposition: Carried

- f. Approve process/timelines for the refinement of the Three-Year Education Plan. Results from previous year and trendlines inform changes to the next “rolling forward” plan due by May 31 to AB Education (Attached)

Note: Alberta Education Results Report, stakeholder engagement and Education Plan, including budget submissions included.

Motion #12 – 25/10

Moved by Director Lowen to approve the process/timelines for the refinement of the Three-Year Education Plan.

Disposition: Carried

- g. Review Casino Funds and intended uses, ensure AGLC report is filed on time.

Note: Discussion of potential uses for AGLC funds including marketing and student led community-based research projects.

- h. Staffing: Non-Certified Classroom Supervisors

Note: Securing guest teachers has been challenging. Superintendent would like to post for non-certified classroom supervisors for staffing when certified teachers can not be found. Discussion of qualifications for the role.

Motion #13 – 25/10

Moved by Director Lowen that the Board approve proceeding with the non-certified classroom supervisors.

Disposition: Carried

- i. Bursary Program for New Teachers

Note: Discussion of the provision of a bursary to attract new teachers to Valhalla Community School

- j. Kids Help Phone (MOU Attached)

Note: Discussion of widget placed on the school's website to enhance visibility for students in accessing Kids Help Phone when needed.

Motion #14 – 25/10

Moved by Director Braseth that the Board approve proceeding with the Memorandum of Understanding with Kids Help Phone.

Disposition: Carried

- k. November Work Plan: Regular Board Meeting

- 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

6. In Camera

Motion #15-25/10

Moved by Director Westad that the meeting proceeds in camera for discussion of sensitive or confidential matters.

Time: 8:31

Disposition: Carried

Motion #16-25/10

Moved by Director Braseth to revert to open meeting.

Time: 8:49

Disposition: Carried

Motions arising from In Camera

Moved by Director Lowen review the compensation for the Transportation Lead as discussed.

Disposition: Carried

7. Adjournment

Motion #17-25/10

Moved by Director Westad to adjourn the Meeting.

Time: 8:50

Disposition:

Land Acknowledgement:

The Board acknowledges the many First Nations, Metis and Inuit People of the past whose footsteps have shaped this land and those of the present and future who will continue to shape it for centuries to come

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 October 20, 2025

Name: T. Corbett, Board Chair

Signature: _____


Date: 11/17/2025 _____