



# Valhalla School Foundation CHARTER BOARD MEETING

March 30, 2017

6:00 to 9:00 PM

Meeting Location: Valhalla Viking Centre

## Regular Board Meeting Minutes

In attendance: B. Skaksen D. Steyer N. Westad P. Gibson D. Andrew  
K. Rosvold S. Mumert J. Picard

Regrets: T. Campbell One Vacant position

- 1.0 **Call to order – Review and approval of agenda** D. Steyer called the meeting to order at with quorum present at 6:08 . (17/3-1) N. Westad moved to approve the agenda as presented with the addition of 10.2. AIF.
- 2.0 **Approval of minutes:**
  - 2.1 **Regular Meeting (February 23, 2017) (17/3-2)** B. Skaksen moved to approve the minutes as presented. AIF.
  - 2.2 **Special Meeting (March 7, 2017) not available**
- 3.0 **Business arising from minutes** questions were asked as to which politicians should be invited to our May TAAPCS meeting.
- 4.0 **Policy Review (Standing Item)** G-101 Teacher Growth Supervision and Evaluation (17/3-3) B. Skaksen moved to accept the policy with the amendment to reference the current order, P. Gibson seconded. AIF.
- 5.0 **Government Relations (Standing Item)** – Bill 1 Contact / School Choice J. Picard explained the implications of Bill 1 to us. N. Westad had listened in on the Town Hall call and gave her impression on the potential path of the Unite the Right groups. Discussion that we are a non-partisan school, we are a Rural School of Choice/ School of Survival.
- 6.0 **Board Development (Standing Item)** - D. Steyer showed an Effective Leader clip as we are starting out with our new board members.
- 7.0 **Administration Reports**
  - 7.1 Acting Chair (D. Steyer) – Welcome Paul Gibson (17/3-4) N. Westad moved to approve Dorothy Andrew as interim director filling a position valid to 2020. AIF.
  - 7.2 Transportation Director, attached.
  - 7.3 Secretary Treasurer, attached and explained.
  - 7.4 Principal, attached and explained.
  - 7.5 Superintendent, attached and explained.
- 8.0 **Committee Reports**
  - 8.1 Executive Committee () NTR
    - 8.1.1 Board committee/work plan updated (attached) NTR
  - 8.2 Program Committee () Letter received from BRHS concerning the bursary will be passed on to the next committee.
  - 8.3 Human Resources Committee (T. Campbell) NTR
  - 8.4 Finance Committee () NTR
  - 8.5 Governance Committee (D. Steyer)
    - 8.5.1 Fund raising code of ethics / Donor designation policy (17/3-5) N. Westad moved to approve the policies as presented to be added to the Policy manual, seconded by P. Gibson. AIF.
    - 8.5.2 Binders were handed out and explained.
    - 8.5.3 Nominating Committee
      - 8.5.2.1 Recruiting
  - 8.6 Fund Development Committee (B. Skaksen)

8.6.1 Raffle - B. Skaksen explained the progress.

P. Gibson is working on the alumni organization. (17/3-6) P. Gibson moved to cover the costs of the retirement gifts for B. Skaksen, seconded by N. Westad. (17/3-7) P. Gibson moved to go forward with the bar proposal for an event in June. AIF.

8.7 Strategic Planning Committee (N. Westad)

8.7.1 Update / Next Meeting

8.9 Reports from Partner Organizations

8.9.1 VHS (B. Skaksen) VHS has covered the cost of the stage clean up and will be paying for the new water bottle filler station. B. Skaksen asked to be notified of all correspondence going to the VHS so she is kept in the loop.

8.9.2 VCS School Council (S. Mumert) commented that they did not receive quorum at their last meeting but held an informal meeting.

8.9.3 TAAPCS (J. Picard)

8.9.3.1 May 12/13 in Valhalla – Planning Document (attached) / Next meeting April 3

8.9.3.2 Communication Committee minutes and mandate (attached)

## 9.0 Old Business

9.1 AGM March 16 – P. Gibson will work on Meeting Highlights for distribution.

9.2 Calendar (17/3-8) N. Westad moved to approve the 2017-2018 School Year Calendar as presented, P. Gibson seconded. AIF.

9.3 Transition Plan

9.4 Annual Board and Committee Work Plan

## 10.0 New Business

10.1 Officers and Committees D. Steyer handed Chair to J. Picard. (17/3-9) D. Steyer nominated N. Westad for the Chair position, B. Skaksen seconded. N. Westad accepted the nomination. AIF. (17/3-10) N. Westad nominated D. Steyer for Vice Chair, D. Andrew seconded. D. Steyer accepted nomination. AIF. (17/3-11) D. Steyer nominated T. Campbell for board Secretary, B. Skaksen seconded. AIF. (17/3-12) D. Steyer nominated B. Skaksen for Board Treasurer, P. Gibson seconded, B. Skaksen accepted. AIF. (17/3-13) P. Gibson moved to approve the committee list as presented, seconded

10.2 Signing Authorities (17/3-14) P. Gibson moved to remove J. Hauger, B. Kjemhus and J. Kochendorfer from all signing authorities, as their terms have expired, including the Royal Bank of Canada and ATB, bank accounts. K. Rosvold is to be left on as signing authority and to add Brandie Skaksen as Board Treasurer, Nancy Westad as Board Chair and Donna Mumert as Board Vice Chair to all signing authorities including the Royal Bank of Canada and ATB. D. Andrew seconded. AIF.

### All directors update:

Director Oath of Office and Confidentiality Agreement

VSF Board of Directors Annual Conflict Of Interest Disclosure Statement all members present have signed and returned.

N. Westad as our TAAPCS rep will represent us on the TAAPCS Communications Ad Hoc Committee.

12.0 Evaluation of meeting a lot of persuasion going on, a little more difficult as it was our organizational meeting

Next meetings April 20, May 10 and then June 12 (17/3-15) D. Andrew moved to approve the board meeting calendar changes as presented

13.0 Adjournment (17/3-16) B. Skaksen moved to adjourn meeting at 9:15pm. AIF.