



October 13, 2016

# MINUTES

## VALHALLA SCHOOL FOUNDATION REGULAR BOARD MEETING

In attendance:

B. Kjemhus    J. Hauger    N. Westad    J. Kochendorfer  
D. Steyer    S. Mumert    K. Rosvold    J. Moutray    J. Picard  
Regrets: B. Skaksen    T. Campbell

**1.0 CALL TO ORDER – REVIEW AND APPROVAL OF AGENDA** Called to order with a quorum present at 6:08pm. (16/9-1) B. Kjemhus moved to approve the agenda as amended with the addition of 6.1 D. Morton report and removing 9.2 and 3.1 should read A-303 not A-103. AIF.

**2.0 APPROVAL OF MINUTES (August 29, 2016)** (16/9-2) J. Hauger made motion to accept the minutes with correction of A-303 instead of A-103. AIF.(16/9-3) J Hauger moved to accept the minutes from the October 4, 2016 Special meeting.

### **3.0 BUSINESS ARISING FROM MINUTES:**

**4.0 Policy Review:**    A-102 Guiding Philosophies and Principals Policy (16/9-4) D Steyer moved to approve as presented. AIF  
A-303 Communication of Charter School Outcomes Policy (16/9-5) J Hauger moved to approve as presented. AIF

**5.0 Government Relations:** using every opportunity to let everyone know about Charter Schools.

**6.0 Board Development:** Consent Agenda Concept it would be nice if the Governance committee would look into this for more information. J. Kochendorfer explained the Governance session she attended in Calgary. She submitted a chart and explained it.

**6.1 D.** Morton gave a report on all the extra maintenance that the building requires due to Fire Regulations and general upkeep that is needed. He will take a proposal to the VHS and is looking for support from the VSF. Will update in November with a proposal to take to them.

## **7.0 Reports**

**7.1 Chair:** verbal report,

7.1.1 CIT feedback- J. Hauger gave a verbal report on the Communities in Touch night.

7.1.2 Becky Kallal- explained in 6.0

**7.2 Transportation Director:** attached and explained. Showed and explained maps

**7.3 Secretary Treasurer:** attached and explained. EOEP training is available for board development, including effective decision making, ethics etc.

**7.4 Principal:** attached and explained. S. Mumert explained FOIP protocol within the school.

**7.5 Superintendent:** attached and explained.

## **8.0 COMMITTEE REPORTS:**

### **8.1 Executive Committee -**

8.1.1 Meeting September 20 attached and explained.(16/9-6) N. Westad moved to ratify the decision by the executive to approve the personal leave of L. Gerow. AIF. (16/9-7) D. Steyer moved to ratify the motion by the executive to add the Transportation staff rep to our Strategic Planning Committee. AIF. Dale Bischoff will accept the opportunity to help J. Picard carry out emergency duties if he is away.

### **8.2 Program Committee**

**8.2.1 AERR/AEP preparation** shown and explain finalized document will be brought forward for the November meeting. Comments were brought forward concerning the available Study Keys again. Learning about Community Groups to be brought to the December meeting.

**8.3 Human Resources Committee:** NTR

**8.4 Finance Committee -** Meeting was on October 12,2016 to discuss budget.

**8.5 Governance Committee:**

**8.5.1 Parent/Staff Positions** to be finished filling out by November.

**8.6 Fund Development Committee:** B. Skaksen sent in report Donor sign looks wonderful still have cookbooks to sell. Looking for someone with design knowledge to build a VSF alumni mail out. (16/9-8) B. Kjemhus moves that the cookbooks be \$15 GST inclusive. AIF.

**8.7 Strategic Planning Committee:**

8.7.1 Meeting October 12, 2016 N. Westad attached minutes and explained.

**8.8 Reports from Partner Organizations:**

**8.8.1 VHS** B.Skaksen: NTR meeting next week.

**8.8.2 VCS** J. Hauger: busy group.

**8.8.3 TAAPCS** J. Kochendorfer: meetings were in Calgary she explained what went on. Valhalla School Foundation will be host for the May TAAPCS meeting, we also received approval of our waiver of fees.(16/9-9) B. Kjemhus moved to pay J. Kochendorfer's expenses for the TAAPCS AGM. AIF.

## **9.0 OLD BUSINESS**

**9.1 Distance Funding** letter will be sent to Minister Eggen about our distance funding.

## **10.0 NEW BUSINESS**

**10.1 Leave of Absence. V. Lewis (16/9-10)** N. Westad moved the approval of the leave of absence for V. Lewis. AIF.

**10.2 Christmas Party** looking for input as to how, when where? Board is asking the staff to give their feedback on a appreciation night in January.

**11.0 EVALUATION OF MEETING -** Reminder of the Quiz Night by the WI on November 5 here at the school with a portion of the proceeds to go to the school. Everyone appreciates the opportunity for J. Picard to be here.

**12.0 ADJOURNMENT (16/9-11)** D. Steyer moved to adjourn meeting at 9:07pm. AIF.

*Next meeting: November 9 , 2016 at 6:00pm*

*J. Kochendorfer - Board Chair*

*K. Rosvold - Recording Secretary/Treasurer*

### *Action Items:*

*AERR/ AEP*

*Christmas Party - September/October*

*Learning about Community Groups - December*

*Sec/Treas contract hours prior to budget*

*Fund Development Code of Ethics*

*Mission Statement and Communication,*

*late admission policy*

*Spring Sing data for Charter Evaluation*

*Speaking training*

*May TAAPCS meeting*

*consider funding the study key's for the PAT tests.*