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**MINUTES OF THE ORGANIZATION MEETING OF THE BOARD OF TRUSTEES OF PARKLAND SCHOOL DIVISION NO. 70 HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION, STONY PLAIN, ALBERTA ON JUNE 25, 2019**

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**TRUSTEE ATTENDANCE:**

Eric Cameron	Present
Lorraine Stewart	Present
Ron Heinrichs	Present <i>via videoconferencing</i>
Sally Kucher-Johnson	Present
Paul McCann	Present
Darlene Clarke	Present
Anne Montgomery	Present

**ADMINISTRATION ATTENDANCE:**

Shauna Boyce, Superintendent of Schools  
Mark Francis, Deputy Superintendent  
Scott McFadyen, Associate Superintendent  
Scott Johnston, Associate Superintendent  
Dr. Dianne McConnell, Associate Superintendent  
Jordi Weidman, Director, Communications & Strategic Planning  
Keri Zylla, Executive Assistant

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**CALL TO ORDER**

The meeting was called to order at 11:18 a.m. with Associate Superintendent McFadyen, of Corporate Supports and Services, presiding as Chair.

**ACCEPTANCE OF THE AGENDA**

**Res 087-19**

**MOVED** by Trustee Stewart that the Board of Trustees accepts the Organization Meeting Agenda of June 25, 2019, as presented.

**CARRIED UNANIMOUSLY**

**ELECTION PROCEDURE**

**BALLOT VOTE**

**Res 088-19**

**MOVED** by Trustee Montgomery that the election of Chairperson and Vice Chairperson be held by secret ballot.

**CARRIED UNANIMOUSLY**

**APPOINTMENT OF SCRUTINEERS**

**Res 089-19**

**MOVED** by Trustee McCann that Mr. Johnston and Mr. Francis be appointed as scrutineers.

**CARRIED UNANIMOUS**

**ELECTION BY SIMPLE MAJORITY**

**Res 090-19**

**MOVED** by Trustee Montgomery that the Board of Trustees elect the Chairperson and Vice Chairperson, Advocacy Committee Chair, Education Committee Chair and Student Advisory Committee Chair by simple majority of the Trustees present.

In the event that three or more Trustees are vying for the position, the candidate with the lowest number of votes will be removed from the ballot if a simple majority is not achieved in the first vote. If there is a tie for the lowest vote, a simple majority vote of the candidates with the lowest number of votes will be held to determine who remains in the voting. If a tie remains after the subsequent vote the names are written on individual sheets of paper, placed into a receptacle and a scrutineer draws the name of the candidate said to win a majority. A new vote will be taken with the remaining candidates until a majority of the Trustees vote for one candidate.

*D. Stewart*

Board Chair

*Scott McCann*

Secretary - Treasurer

If only two candidates are vying for the position, in case of a tie after 3 rounds of voting, the names are written on individual sheets of paper, placed into a receptacle and a scrutineer draws the name of the candidate said to win a majority.

**CARRIED UNANIMOUSLY**

**Res 091-19**

**ELECTION OF COMMITTEES**

**MOVED** by Trustee McCann that if more members are nominated to a committee or agency than there are positions available, an election by secret ballot shall be held and further those candidates receiving the largest number of votes shall be declared elected.

**CARRIED UNANIMOUSLY**

**Board Chair**

**ELECTION OF CHAIRPERSON  
NOMINATIONS FOR BOARD CHAIR**

Presiding Chair, Associate Superintendent McFadyen, called for nominations for the position of Board Chairperson.

Trustee Montgomery nominated Trustee Stewart. Trustee Stewart accepted the nomination.

Presiding Chair McFadyen, called a second and third time for further nominations. There were no further nominations.

**Res 092-19**

Trustee McCann moved that nominations for the position of Board Chairperson, cease.

**CARRIED UNANIMOUSLY**

Trustee Stewart was declared Chairperson of the Board of Trustees, by acclamation.

Presiding Chair McFadyen stated that the Oaths of Office will take place at the September 3, 2019 Regular Meeting.

**Vice Chair**

**ELECTION OF VICE CHAIRPERSON  
NOMINATIONS FOR VICE-CHAIRPERSON**

Presiding Chair McFadyen called for nominations for the position of Vice Chairperson.

Trustee Heinrichs nominated Trustee Cameron. Trustee Cameron accepted the nomination.

Presiding Chair McFadyen called a second and third time for further nominations. There were no further nominations.

**Res 093-19**

Trustee Montgomery moved that nominations for the position of Vice Board Chairperson, cease.

**CARRIED UNANIMOUSLY**

Trustee Cameron was declared Vice Chairperson of the Board of Trustees by acclamation.

Presiding Chair McFadyen stated that the Oaths of Office will take place at the September 3, 2019 Regular Meeting.

*d Stewart*

Board Chair



Secretary - Treasurer



*Advocacy  
Committee*

**NOMINATIONS FOR COMMITTEE CHAIRPERSONS  
CHAIRPERSON OF THE ADVOCACY COMMITTEE**

Presiding Chair McFadyen called for nominations for the position of Chairperson of the Advocacy Committee.

Trustee Stewart nominated Trustee McCann. Trustee McCann accepted the nomination.

Presiding Chair McFadyen called a second and third time for further nominations.

**Res 094-19**

Trustee Montgomery moved that nominations for the position of Advocacy Committee Chair cease.

**CARRIED UNANIMOUSLY**

Trustee McCann was declared Chairperson of the Advocacy Committee by acclamation.

*Education  
Committee*

**CHAIRPERSON OF THE EDUCATION COMMITTEE**

Presiding Chair McFadyen called for nominations for the position of Chairperson of the Education Committee.

Trustee Clarke nominated Trustee Montgomery. Trustee Montgomery accepted the nomination.

Presiding Chair McFadyen called a second and third time for further nominations.

**Res 095-19**

Trustee Kucher-Johnson moved that nominations for the position of Education Committee Chair cease.

**CARRIED UNANIMOUSLY**

Trustee Montgomery was declared Chairperson of the Education Committee by acclamation.

*Student Advisory  
Committee*

**CHAIRPERSON OF THE STUDENT ADVISORY COMMITTEE**

Presiding Chair McFadyen called for nominations for the position of Chairperson of the Student Advisory Committee.

Trustee Stewart nominated Trustee Montgomery. Trustee Montgomery accepted the nomination.

Presiding Chair McFadyen called a second and third time for further nominations.

**Res 096-19**

Trustee McCann moved that nominations for the position of Student Advisory Committee Chair cease.

**CARRIED UNANIMOUSLY**

Trustee Montgomery was declared Chairperson of the Student Advisory Committee by acclamation.

*Presiding Chair McFadyen handed the gavel to Trustee Cameron and presided over the remainder of the meeting as the current Board Chair.*

*L Stewart*

Board Chair



Secretary - Treasurer

Res 097-19

**COMMITTEE APPOINTMENTS**

**MOVED** by Trustee McCann that the Board of Trustees appoint the following members as representatives to Committees for the ensuing year:

**Alberta School Boards' Association,  
Zone 2/3 (ASBA) Representatives:**

1. Trustee Cameron
2. Trustee Clarke

**Alberta Teachers Association (ATA)  
Labour Relations:**

1. Trustee Cameron
2. Trustee Clarke
3. Trustee Montgomery

**Audit Committee:**

1. Trustee Heinrichs
2. Trustee McCann
3. Trustee Montgomery

**Benefit Plan Advisory Committee:**

1. Trustee Stewart

**Central Alberta Association of Municipal and  
School Employees (CAAMSE) Labour Relations:**

1. Trustee Clarke
2. Trustee Heinrichs
3. Trustee Kucher-Johnson

**Council of School Councils:**

1. Trustee McCann  
Trustee Montgomery  
(as Alternate)

**International Union of Operating Engineers  
(IUOE) Labour Relations:**

1. Trustee Clarke
2. Trustee Kucher-Johnson
3. Trustee McCann

**Public School Boards' Association  
of Alberta (PSBAA) Representatives:**

1. Trustee Heinrichs
2. Trustee Kucher-Johnson

**Rural Caucus of Alberta School Boards:**

1. Trustee Kucher-Johnson

**Spruce Grove Joint Use Committee:**

1. Trustee Montgomery

**Stony Plain Joint Use Committee:**

1. Trustee McCann

**Teacher/Board Advisory Committee:**

1. Trustee Cameron
2. Trustee Heinrichs
3. Trustee Stewart

**Teacher's Employer Bargaining Association  
Representative (TEBA)**

1. Trustee Cameron

**CARRIED UNANIMOUSLY**

**DESTRUCTION OF BALLOTS**

No motion required.

**TRUSTEE REMUNERATION SCHEDULE**

Res 098-19

**MOVED** by Trustee Montgomery that the Audit Committee recommends approval of the amended Appendix 3 of Board Policy 7 to the Board.

**CARRIED UNANIMOUSLY**

**ESTABLISHMENT OF 2019-2020 MEETING DATES**

Res 099-19

**MOVED** by Trustee McCann that the Board of Trustees approves the 2019-2020 meeting dates as presented at the Organization meeting of June 25, 2019.

**CARRIED UNANIMOUSLY**

*L Stewart*

Board Chair

*Scott McCann*

Secretary - Treasurer

Res 100-19

**POLICY 2 – APPENDIX 2.1 – (2019 – 2020) BOARD ANNUAL WORK PLAN**

**MOVED** by Trustee Stewart that the Board of Trustees approves revisions to Policy 2, Appendix 2.1 - Board Annual Work Plan (2019–2020) as presented at its Organization meeting of June 25, 2019.

**CARRIED UNANIMOUSLY**

Superintendent Boyce provided information on the motion and answered questions.

**TRUSTEE DISCLOSURE STATEMENT**

Trustees are required to complete the trustee Disclosure Statement on an annual basis, as per the provisions of Board Policy 7 Board Operations, Article 13, as presented at its Organizational Meeting of June 25, 2019.

**ADJOURNMENT**

The Organization meeting was adjourned at 11:35 a.m.

*d Stewart*

Board Chair

*Scot McG*

Secretary - Treasurer