



## MEMORANDUM

October 29, 2021  
Organizational Meeting

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**TO** Board of Trustees

**FROM** Shauna Boyce, Superintendent

**ORIGINATOR** Scott McFadyen, Associate Superintendent

**RESOURCE** Executive Team

**GOVERNANCE POLICY** Board Policy 2: Role of the Board  
Board Policy 7: Board Operations  
Board Policy 12: Role of the Superintendent

**ADDITIONAL REFERENCE** BP 7: Organizational Meeting – Schedule  
BP 7: Organizational Meeting – Process  
BP 12: Section 6: Superintendent / Board Relations  
Board Annual Work Plan

**SUBJECT** **2021-2022 MEETING DATES**

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### PURPOSE

For approval. Recommendation required.

### RECOMMENDATION

That the Board of Trustees approve the 2021-2022 Meeting Dates, as presented at the Organizational Meeting of October 29, 2021.

### BACKGROUND

As per Board Policy 7: Board Operations (BP 7), Article 12.2., the Board approves *“the schedule (date, time and place) for regular meetings and any additional required meetings shall be established”*, at the Organizational Meeting. Board Policy 12: Role of the Superintendent, Section 6.3, states that *“the Superintendent shall: Provide the information which the Board requires to perform its role”*. This recommendation is in support of these responsibilities.

## **REPORT SUMMARY**

Every year, at the Organizational Meeting of the Board, a schedule of the meeting dates for Regular Board meetings, committee meetings and other various events is reviewed and approved for the ensuing school year.

Administration has proposed the following dates according to the 2021-2022 School Calendar and suggested dates that will allow the Board to participate in all board and committee meetings, engagements, school events and activities throughout the 2021-2022 school calendar year, and meet deadlines for action items requiring Board approval.

Administration would be pleased to respond to any questions.

SM:kz

## 2021-2022 Committee Meetings and Events

MONTH/DATE	Time / Location	MEETINGS OF THE WHOLE	COMMITTEE MEETINGS	EVENTS
<b>AUGUST 2021</b>				
27	TBD			PSD PD Day
31	9:00 am, CFE	Governance and Planning Session (AM Only)		
<b>SEPTEMBER 2021</b>				
7	6:00 pm, CFE	Special Board Meeting		
14	6:00 pm, CFE	Regular Board Meeting		
15	1:00 pm, CFE		Audit Committee	
23	3:30 pm, CFE		Benefits Committee	
28	9:00 am, CFE	Governance and Planning Session (Full Day)		
<b>OCTOBER 2021</b>				
12	2:40 pm (Live-Stream)			MCHS Awards (2020-2021)
26	6:00 pm, CFE	Oaths of Office / Swearing-in		
27 - 29	1:00 pm, Off-Site	Trustee Summit/Orientation		
28	9:00 am, Off-Site	Governance and Planning Session (Full Day)		
29	9:00 am, Off-Site	Organizational Meeting		
29	10:00 am, Off-Site	Regular Board Meeting		
<b>NOVEMBER 2021</b>				
2	4:15 pm, CFE		Teacher Board Advisory Cte	
2	7:00 pm, CFE		COSC first meeting	
8 - 12		Fall Break		
14 - 16	Edmonton			ASBA Fall Conference & AGM
17 -19	Edmonton			PSBAA Fall Conference & AGM
22	1:00 pm, CFE		Audit Committee	
23	9:00 am, CFE	Governance and Planning Session (Full Day)		
30	9:00 am, CFE	Regular Board Meeting		
<b>DECEMBER 2021</b>				
TBD	7:00 pm, CFE		COSC	
1	3:30 pm, CFE		Benefits Committee	
1	7:00 pm, TBD	Stakeholder Engagement Evening		
14	9:00 am, CFE	Regular Board Meeting		
14	1:00 pm, CFE	Governance and Planning Session (PM Only)		
Dec 24 - Jan 7		Christmas Break		
<b>JANUARY 2022</b>				
18	9:00 am, CFE	Regular Board Meeting		
25	9:00 am, CFE	Governance and Planning Session (Full Day)		
<b>FEBRUARY 2022</b>				
TBD	TBD			Joint Meeting with Town of Stony Plain
TBD	7:00 pm, CFE		COSC	
8	9:00 am, CFE	Regular Board Meeting		
15	4:15 pm, ATA Office		Teacher Board Advisory Cte	
18	9:00 am, CFE	Governance and Planning Session (Full Day)		
<b>MARCH 2022</b>				
TBD	TBD			Joint Meeting with Parkland County
TBD	TBD			Joint Meeting with Evergreen
TBD	7:00 pm, CFE		COSC	
8	9:00 am, CFE	Regular Board Meeting		
15	9:00 am, CFE	Governance and Planning Session (Full Day)		
Mar 21 - Mar 25		Spring Break		
<b>APRIL 2022</b>				
TBD	TBD			Joint Meeting with City of Spruce Grove
TBD	TBD			Joint Meeting with Paul First Nation
4	1:00 pm, CFE		Audit Committee	
7	8:30 am, TBD	Education Planning Day		
12	9:00 am, CFE	Regular Board Meeting		
13	3:30 pm, CFE		Benefits Committee	
21	9:00 am, CFE	Governance and Planning Session (Full Day)		
26	4:15 pm, CFE		Teacher Board Advisory Cte	

## 2021-2022 Committee Meetings and Events

MONTH/DATE	Time / Location	MEETINGS OF THE WHOLE	COMMITTEE MEETINGS	EVENTS
<b>MAY 2022</b>				
TBD	7:00 pm, CFE		COSC	
10	9:00 am, CFE	Governance and Planning Session (Full Day)		
11	1:00 pm, CFE		Audit Committee	
24	9:00 am, CFE	Regular Board Meeting		
27	TBD, Stony Plain			Milestones and Merits
<b>JUNE 2022</b>				
2 - 4	Red Deer			PSBAA Spring Conference & AGM
5 - 7	Red Deer			ASBA Spring Conference & AGM
11	4:00 pm (Tentative)			SGCHS Graduation
14	9:00 am, CFE	Governance and Planning Session (Full Day)		
14	5:00 pm, TBD		Teacher Board Advisory Cte	
21	9:00 am, CFE	Organizational Meeting		
21	10:00 am, CFE	Regular Board Meeting		
25	4:00 pm (Tentative)			MCHS Graduation
<b>JULY 2022</b>				
6 - 8	Saskatoon			CSBS Congress 2022

There are 10 Regular Board Meetings: 1 per month Sep - Jun

There are Two Organizational Meetings: Oct and Jun

There are 11 Governance and Planning Sessions: Aug, Sep, Nov, Dec, Jan, Feb, Mar, Apr and May

A Board Summit and Orientation has been planned for Oct 27-29, 2021

There are 4 Audit committee meetings: Sep, Nov, Apr and May

There are 3 Benefits Committee meetings: Sep, Dec and Apr

There are 5 COSC meetings planned tentatively for: Nov, Dec, Feb, Mar and May

There are 4 TBAC meetings: Oct, Feb, Apr and Jun

Education Planning Day is tentatively planned for April 7, 2022

A Stakeholder Engagement Evening will be scheduled between January and June of 2022