



MEMORANDUM

October 29, 2021
Regular Board Meeting

TO	Board of Trustees
FROM	Lorraine Stewart, Board Chair
ORIGINATOR	Lorraine Stewart, Board Chair
RESOURCE	Board of Trustees and Executive Team
GOVERNANCE POLICY	Board Policy 8: Board Committees Board Policy 12: Role of the Superintendent
ADDITIONAL REFERENCE	BP 8: Appendix 8.1 PSD Tomorrow Committee
SUBJECT	GOVERNANCE AND PLANNING SESSION

PURPOSE

For information. No recommendation required.

BACKGROUND

The purpose of the Governance and Planning Committee is to provide an opportunity for all trustees to engage in dialogue on generative governance, strategic planning, advocacy, student engagement and operational understanding. The Superintendent reports directly to the corporate Board and is accountable to the Board of Trustees for the conduct and operation of the Division. The following report shares the Minutes from the September 28, 2021, Governance and Planning Session.

REPORT SUMMARY

On September 28, 2021, the Governance and Planning Committee met virtually to discuss a number of topics chosen in advance by both the Board of Trustees and the Executive Team, and to complete the annual Superintendent evaluation. The following report is a record of this meeting.

LS: kz



MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Held virtually from various locations
On Tuesday, September 28, 2021, at 9:00 AM

Attendance:

Lorraine Stewart, Board Chair
Eric Cameron, Vice-Chair
Ron Heinrichs, Trustee
Sally Kucher-Johnson, Trustee
Paul McCann, Trustee
Anne Montgomery, Trustee
Darlene Clarke, Trustee
Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Scott McFadyen, Associate Superintendent
Meg Miskolzie, Associate Superintendent
Serge LaBrie, Director of Facilities
Jordi Weidman, Director of Strategic Communications
Keri Zylla, Recording Secretary

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Board Chair Stewart called the meeting to order at 9:06 a.m. and acknowledged Treaty 6.
- 1.2. **Changes to the Agenda:**
Add agenda item 3.2 Curriculum Engagement Plan
- 1.3. **Approval of the Agenda:** Moved by Trustee Heinrichs that the Board of Trustees accept the agenda as amended.

CARRIED UNANIMOUSLY

- 1.4. **Learning Moment:** Board Chair Stewart shared a video from the current Boards' term (2017-2021).

2. GOVERNANCE

- 2.1. **Board Orientation:** Superintendent Boyce shared three questions for reflection and for Trustees to share their thoughts in preparation for the new Board and upcoming Board orientation.
 - 2.1.1. **What do you wish had been made clear earlier?**
 - 2.1.2. **What does a new Trustee need?**
 - 2.1.3. **What does a returning Trustee need?**

Trustees provided feedback and discussed the importance of specific provisions for orientation at the beginning of a Boards' term.

3. STRATEGIC PLANNING

- 3.1. **Board Legacy Discussion:** Board Chair Stewart opened a discussion on Board Legacy, specifically regarding strategic planning and governance, asking Trustees to share some of the more challenging tasks during their Board term. Discussion ensued.
- 3.2. **Curriculum Engagement Plan:** Board Chair Stewart shared the Board Chairs feedback from a recent Alberta School Boards Association (ASBA) meeting regarding engagement on the Draft K-6 Curriculum and a Curriculum Engagement Guide, provided by ASBA, that may be used to facilitate engagement with community stakeholders. Discussion ensued.

Board Chair called a recess at 10:25am Meeting resumed at 10:45 am.

4. OPERATIONS & INFORMATION

- 4.1. **PSD Assurance Measures Report:** Associate Superintendent Johnston shared details from the Parkland School Division (PSD) Assurance Measures Report and provided access to the provincial, Parkland School Division and School Summaries Assurance Measures Reports by Alberta Education. The Assurance Measures Report will also be presented at the November 30, 2021, Regular Board Meeting. Discussion ensued.
- 4.2. **Modular Submission Request:** Associate Superintendent McFadyen shared the process for deciding where modular classrooms are needed and a brief update on the Modular Submission Request for the 2022-2023 school year that will be brought forward for Board approval at the October 29, 2021, Regular Board Meeting. Discussion ensued.

Mr. LaBrie joined the meeting at 11:30 a.m. for the above report, and exited the meeting at 11:38 a.m.

- 4.3. **Topics for Engagement:** Superintendent Boyce requested ideas for topics of engagement with PSD stakeholders, specifically which items we should delve into more deeply. Discussion ensued.
- 4.4. **Orange Shirt Day Activities:** Superintendent Boyce reviewed some of the plans for September 29, 2021, which will also be Orange Shirt Day in Schools.

Associate Superintendent Johnston shared that this year marks the first National Day for Truth and Reconciliation, and how schools are implementing activities and utilizing every resource to promote deeper understanding and intentional reflection on Truth and Reconciliation.

- 4.5. **Board Meeting Live-Streaming ([Board Policy 7: Board Operations](#)):** Superintendent Boyce shared that future Board Meetings will utilize Zoom as a virtual forum in order to have a livestream feature for members of public.

5. CLOSING

- 5.1. **Roundtable Discussion:** Board Chair Stewart closed the morning session with a roundtable discussion.

Board Chair called a lunch recess at 12:10 p.m. All remaining attendees exited the meeting.

Trustees resumed the meeting at 12:30 p.m. Superintendent Boyce and Associate Superintendent McFadyen each joined at different points of the meeting.

6. TRUSTEES: SUPERINTENDENT EVALUATION

The Board of Trustees engaged in the Annual Superintendent Evaluation.

6.1. Adjournment: The afternoon session was adjourned at 3:46 p.m.

NEXT MEETING: Thursday, October 28, 2021 @ 9:00 a.m. (**FULL-DAY**).