



MEMORANDUM

March 08, 2022
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 Governance and Planning Committee
SUBJECT	GOVERNANCE & PLANNING SESSION (GPS)

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 unapproved Minutes from the February 18, 2022 Governance & Planning Session (GPS).

REPORT SUMMARY

On February 18, 2022, the Governance and Planning Committee met to discuss a number of topics chose in advance by both the Board of trustees and the Executive Team. The following report is a record of this meeting.

LS:kz



**MINUTES OF THE
GOVERNANCE & PLANNING SESSION (GPS)**

Held at the Centre for Education, in Stony Plain, Alberta
On Friday, February 18, 2022, at 9:00 AM

Attendance:

Lorraine Stewart, Board Chair
Anne Montgomery, Vice-Chair
Aileen Wagner, Trustee
Aimee Hennig, Trustee
Paul McCann, Trustee
Eric Cameron, Trustee
Jill Osborne, Trustee (*via video conferencing*)
Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Scott McFadyen, Associate Superintendent
Meg Miskolzie, Associate Superintendent
Serge LaBrie, Director of Facilities Services
Jordi Weidman, Director of Strategic Communications
Gail Lewis, Transportation Supervisor
Keri Zylla, Recording Secretary

1. WELCOME & LEARNING MOMENT

- 1.1. Call to Order:** Board Chair Stewart called the meeting to order at 9:00 a.m.
- 1.2. Land Acknowledgement:** Board Chair Stewart acknowledged the meeting was being held on Treaty Six Territory.
- 1.3. Changes to the Agenda:** Add agenda item 5.4 In-Camera: Other Confidential Matters.
- 1.4. Approval of the Agenda:**
MOVED by Trustee Hennig that the Board of Trustees accept the agenda as amended.

CARRIED UNANIMOUSLY

- 1.5. Approval of the January 25, 2022, GPS Minutes:**
MOVED by Trustee McCann that the GPS Minutes of January 25, 2022 be approved as presented.

CARRIED UNANIMOUSLY

- 1.6. Learning Moment:**
Board Chair Stewart led the committee in a discussion focused on governance vs. operational responses to stakeholder questions.

2. OPERATIONS & INFORMATION

- 2.1. Three-Year Capital Plan:** Associate Superintendent McFadyen and Mr. LaBrie discussed the Three-Year Capital Plan that will be presented to the Board for approval at the March 8, 2022 regular Board meeting, highlighting key items, rationale for listed priorities and responded to questions. Discussion ensued.

Mr. LaBrie exited the meeting at 9:58 a.m. Ms. Lewis entered the meeting at 9:59 a.m.

2.2. Fees and Allowances:

- 2.2.1. Transportation Scenarios:** Associate Superintendent McFadyen provided information regarding eight possible scenarios for transportation fees for the 2022-2023 school year. Discussion ensued.

Ms. Lewis exited the meeting at 10:37 a.m.

- 2.2.2. Administrative Procedure 522 Fees:** Superintendent Boyce provided background on the process for assessing fees and Associate Superintendent McFadyen provided a fee proposal for the 2022-2023 school year. Discussion ensued.

Transportation Scenarios and the 2022-2023 Fees and Allowances will be presented for approval at the March 8, 2022 regular Board meeting.

Mr. Weidman played a segment from an École Broxton Park French Immersion Kindergarten Student, Birkley N., being interviewed by Mark Connolly, on CBC Radio.

Board Chair Stewart called a break at 10:50 a.m.

Vice-Chair Montgomery exited the meeting at 10:50 a.m.

Meeting resumed at 11:00 a.m.

- 2.3. 2022-2023 Budget Assumptions:** Associate Superintendent McFadyen provided information on some of the key points in the 2022-2023 Budget Assumptions Report and reviewed the basis and risk assessment for each assumption. The 2022-2023 Budget Assumptions will be reviewed by the Audit Committee April 4, 2022, and presented for Board approval at the April 12, 2022 regular Board meeting. Discussion ensued.

- 2.4. Vaccine Protocol:** Superintendent Boyce discussed changes to the PSD Vaccine Protocol in light of the move to ease COVID-19 related restrictions. Discussion ensued.

3. GOVERNANCE

Board Chair Stewart moved the Teachers' Employer Bargaining Association (TEBA) Update agenda item to follow the Advocacy Plan agenda item in order to accommodate Vice-Chair Montgomery's exit and return to the meeting.

- 3.1. Board Budget Update:** Board Chair Stewart provided a brief overview of the Board Budget as the Division nears the end of the second quarter. Discussion ensued.

Vice-Chair Montgomery re-entered the meeting at 11:25 a.m.

- 3.2. Advocacy Plan:** Board Chair Stewart tabled this agenda item until the March 15, 2022 GPS meeting.

- 3.3. Teachers' Employer Bargaining Association (TEBA) Update:** Deputy Superintendent Francis presented an overview of the TEBA history of negotiations, legislation, current situations and current provincial settlements, as well as information on the Public Bargaining Coordination Office and central vs. local bargaining.

Vice-Chair Montgomery provided a governance perspective. Discussion ensued.

- 3.4. School Council Updates:** Trustees provided updates from the School Council Meetings they attended.

Boar Chair Stewart called a lunch recess at 12:18 p.m. The meeting resumed at 12:51 p.m. prior to Vice-Chair Montgomery re-entry.

- 3.5. Board Policy (BP) Review: The committee reviewed two policies that will come forward**

3.5.1. Board Policy 8: Board Committees and Representation: Board Chair Stewart and Vice-Chair Montgomery reviewed the key changes to BP 8, including amalgamating BP 8 Board Committees and BP 9: Board Representatives, defining Board representation on external committees, as well as some language and formatting changes that add clarity.

3.5.2. Board Policy 10: Policy Review and Formation: Board Chair Stewart and Vice-Chair Montgomery discussed the key changes to BP 10, including the process followed by the Policy Review Committee and Board of Trustees for approving BP changes, the process and timelines for stakeholder feedback, as well as some language and formatting changes that add clarity.

Vice-Chair Montgomery re-entered the meeting at 1:11 p.m.

4. STRATEGIC PLANNING

- 4.1. Attendance Area Review:** Superintendent Boyce provided some background on the process for the Attendance Area Review (AAR), including stakeholder engagements, and provided an Attendance Area Summary.

Deputy Superintendent Francis reviewed all the recommendations in the Attendance Area Summary, highlighting the rationale behind recommendations that were and were NOT selected for further exploration. This information will be made available to the public.

Superintendent Boyce initiated discussion on stakeholder engagements and the purpose on gathering information / feedback from the community. Presentations will be specific to the community involved in order to assess the views of stakeholders directly affected and to engage on considerations specific to each area. Engagement opportunities will be communicated extensively to stakeholders, who will receive a presentation, have an opportunity to engage and provide feedback, followed by a survey and an invitation to write any concerns by emailing the Board. Feedback from student engagements will also be included in Board considerations.

Deputy Superintendent Francis further discussed the process for community engagement and the timeline for the next steps in the Attendance Area Review. Discussion ensued.

Trustee McCann exited the meeting at 1:58 p.m.

4.3. Municipality & Joint School Division Meeting Agendas:

The committee discussed a variety of items for upcoming joint meetings with:

- 4.3.1. Parkland County** to be held March 1, 2022.
- 4.3.2. Evergreen Catholic Separate School Division** to be held March 9, 2022.
- 4.3.3. Town of Stony Plain** to be held March 17, 2022.
- 4.3.4. City of Spruce Grove** to be held April 12, 2022.

5. CLOSING

5.1. Discussion with Superintendent: Trustees engaged in discussion with Superintendent Boyce regarding any further questions or requests for additional information throughout the meeting.

5.2. Topics to come forward to the next Board Meeting: Board Policies, Three-Year Capital Plan, Transportation Scenarios, Fees and Allowances

5.3. Roundtable Discussion: Board Chair Stewart closed the session with a roundtable discussion.

5.4. In-Camera: Other Confidential Matters

MOVED by Trustee Cameron to move in-camera at 2:31 p.m.

CARRIED UNANIMOUSLY

MOVED by Trustee Osborne to re-enter the GPS Meeting at 2:52 p.m.

CARRIED UNANIMOUSLY

5.5. Adjournment: Board Chair Stewart adjourned the meeting at 2:53 p.m.

Next meeting: Tuesday, March 15, 2022, at 9:00 a.m. **(FULL-DAY)**