



MEMORANDUM

May 24, 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 approved Minutes from the April 21, 2022 Governance & Planning Session (GPS) and the unapproved Minutes from the May 10, 2022 GPS.

REPORT SUMMARY

On April 21, 2022 and May 10, 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 virtually from various locations
On Thursday, April 21, 2022, at 9:00 AM

Attendance:

Lorraine Stewart, Board Chair
Anne Montgomery, Vice-Chair
Aileen Wagner, Trustee
Paul McCann, Trustee
Eric Cameron, Trustee
Jill Osborne, Trustee
Shauna Boyce, Superintendent
Scott Johnston, Associate Superintendent
Scott McFadyen, Associate Superintendent
Meg Miskolzie, Associate Superintendent
Jordi Weidman, Director of Strategic Communications
Keri Zylla, Recording Secretary

REGRETS:

Aimee Hennig, Trustee
Mark Francis, Deputy Superintendent

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:** There were no changes to the agenda.
- 1.4. **Approval of the Agenda:**
MOVED by Trustee McCann that the Board of Trustees accept the agenda as presented.
CARRIED UNANIMOUSLY
- 1.5. **Approval of the March 15, 2022, GPS Minutes:**
MOVED by Trustee Osborne that the GPS Minutes of March 15, 2022 be approved as presented.
CARRIED UNANIMOUSLY
- 1.6. **Learning Moment:**
Board Chair Stewart led the committee in a discussion focused on best practices for recording meeting minutes.

2. OPERATIONS & INFORMATION

- 2.1. **Naming Schools:** Superintendent Boyce indicated that, as per [Administrative Procedure 130: Naming Schools](#), administration will proceed with forming a School Naming Committee to consider whether to retain or create a new name for the Stony Plain Central Replacement School in Parkland School Division (PSD).
- 2.2. **Wellness Strategies and Framework:** Associate Superintendent Dr. Miskolzie shared action plans for supporting students through social events creating trauma, such as the pandemic or the war in Ukraine, and other stressors that may be affecting their wellness. PSD is working to strengthen partnerships with agencies and wrap-around services that will provide additional supports and resources for students and their families for prevention and intervention. Discussion ensued.
- 2.3. **Student Advisory Plan for May 10, 2022:** Associate Superintendent Johnston discussed plans for the upcoming Student Advisory engagement to be held in the afternoon of May 10, 2022. Trustees will engage with grade seven students in Spruce Grove, Stony Plain and in the West End Schools on a few questions that will inform the 2022-2023 Education Plan.

Board Chair Stewart called a recess at 10:16 a.m. Meeting resumed at 10:29 a.m.

3. GOVERNANCE

- 3.1. **Association Business:** Trustees shared information on the various associations for which the Board is a member.
 - **Alberta School Board Association (ASBA):** Trustee Cameron shared a PowerPoint called “*Motion Basics*”, which provides commentary on parliamentary procedures for motions during meetings, as shared at a recent ASBA Zone 2/3 meeting.
- 3.2. **Advocacy Plan:** Board Chair Stewart reviewed the Action on Advocacy category of the Board’s drafted Advocacy Plan and requested further discussion / input from Trustees on advocacy measures, both taken and to yet to be accomplished. Discussion ensued.
- 3.3. **Board Self-Evaluation:** Vice-Chair Montgomery led Trustees in a discussion on formation of a rubric for the Board’s self-evaluation process that would include five elements of a successful Board and measure Board actions and decisions accordingly.
- 3.4. **Legacy Document Review:** Board Chair Stewart led the committee through the “Developing” phase in the eco-cycle framework for a healthy organization. The Developing phase highlights ideas that require time and effort for further growth, development and nurturing. Trustees discussed specific items listed in the 2017-2021 Board Legacy Document Developing phase that they would like to further advance as a Board.
- 3.5. **Education Plan: Governance Assurance Elements:** Associate Superintendent Johnston requested Trustee feedback and direction on the following five assurance elements in the 2022-2023 Education Plan:
 - Trustees Assure Quality Learning and Wellness
 - Trustees Engage, Listen and Advocate
 - Trustees Demonstrate Responsibility

- Trustees Plan for Continual Improvement
- Trustees Foster Community Relationships

Trustees have until May 10, 2022 to add thoughts and/or comments.

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

Board Chair Stewart called a lunch recess at 12:37 p.m. The meeting resumed at 1:10 p.m.

- 3.7. Revised Board Policy 11: Board Delegation of Authority:** Board Chair Stewart reviewed the tracked version of Board Policy (BP) 11, highlighting the changes. The revised version includes updating and reformatting for consistency with the *Education Act*. After discussion, further review and clarification is needed in reference to Article 6.
- 3.8. Revised Board Policy 12: Role of the Superintendent:** Board Chair Stewart reviewed the tracked version of BP 12, highlighting the changes. The revised version includes updating the policy to include the *Education Act* and information from the *Superintendent Leadership Quality Standards*. Discussion ensued.
- 3.9. Revised Board Policy 20: Whistle-Blower Protection:** Board Chair Stewart reviewed the tracked version of BP 12, highlighting a few changes. The revised version updated the policy according to the *Education Act* and the *Public Interest Disclosure (Whistleblower Protection) Regulation*. Discussion ensued.

Board Chair Stewart called a recess at 2:11 p.m. Meeting resumed at 2:14 p.m.

- 3.10. Book Study – “Unreconciled: Family, Truth, and Indigenous Resistance” by Jesse Wentz:** Trustee Osborne led the committee through questions on author Jesse Wentz’s book, to view Truth and Reconciliation through the lens of “unconscious bias” by way of an Indigenous narrative.

4. STRATEGIC PLANNING

- 4.1. Attendance Area Review:** Superintendent Boyce provided an update on the status of the Attendance Area Review and shared portions of the research to date. Once reports are completed, they will be posted on the PSD public website. Discussion ensued.

5. CLOSING

- 5.1. Discussion with Superintendent:** Trustees engaged in discussion with Superintendent Boyce regarding any further questions or requests for additional information.
- 5.2. Topics to come forward to the next Board Meeting:** Board Policy 12: Role of the Superintendent, Board Policy 20: Whistle-Blower Protection, Completed Attendance Area Review Recommendations
- 5.3. Roundtable Discussion:** Board Chair Stewart closed the session with a roundtable discussion.
- 5.4. Adjournment:** Board Chair Stewart adjourned the meeting at 4:01 p.m.

Next meeting: Tuesday, May 10, 2022, at 9:00 a.m.

- Governance & Planning Session at 9:00 a.m. (CFE)
- Student Advisory at 12:30 p.m. (Various Locations)



MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta
On Tuesday, May 10, 2022, at 9:00 AM

Attendance:

Lorraine Stewart, Board Chair
 Anne Montgomery, Vice-Chair
 Aileen Wagner, Trustee (*remotely*)
 Aimee Hennig, Trustee
 Paul McCann, Trustee
 Eric Cameron, Trustee
 Jill Osborne, Trustee (*remotely*)
 Shauna Boyce, Superintendent
 Mark Francis, Deputy Superintendent
 Scott Johnston, Associate Superintendent (*remotely*)
 Scott McFadyen, Associate Superintendent
 Meg Miskolzie, Associate Superintendent
 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 9:01 a.m.
- 1.2. **Land Acknowledgement:** A video acknowledgement of Treaty Six Territory was shown.
- 1.3. **Changes to the Agenda:** There were no changes to the agenda.
- 1.4. **Approval of the Agenda:**
MOVED by Trustee McCann that the Board of Trustees accept the agenda as presented.

CARRIED UNANIMOUSLY

- 1.5. **Approval of the April 21, 2022, GPS Minutes:**
MOVED by Trustee Cameron that the GPS Minutes of April 21, 2022 be approved as presented.

CARRIED UNANIMOUSLY

- 1.6. **Learning Moment:**
 Board Chair Stewart requested all committee members take time for personal reflection.

2. STRATEGIC PLANNING

2.1. Attendance Area Review:

Superintendent Boyce, Deputy Superintendent Francis and Mr. Weidman presented draft summaries for the recommendations in the Attendance Area Review. The draft reports included financial, educational, transportation and human resource considerations, as well as stakeholder

feedback from students and parents/guardians, the utilization and capacity rates of schools and a variety of scenarios when considering each recommendation.

Finalized administrative reports will be posted to the public website and include the key findings for each of the recommendations.

Board Chair Stewart called a recess at 10:36 a.m. Meeting resumed at 10:42 a.m.

Discussion ensued.

3. CLOSING

- 3.1. **Discussion with Superintendent:** Trustees engaged in discussion with Superintendent Boyce regarding any further questions or requests for additional information.
- 3.2. **Topics to come forward to the next Board Meeting include:** Recommendation A1, A3; Recommendation J; Recommendation G, K, L, M, N; Revised Board Policy 12: Role of the Superintendent; and Revised Board Policy 20: Whistle-Blower Protection.
- 3.3. **Roundtable Discussion:** Board Chair Stewart closed the session with a roundtable discussion.
- 3.4. **Adjournment:** Board Chair Stewart adjourned the meeting at 12:18 p.m.

Next meeting: Tuesday, June 14, 2022, at 9:00 a.m. *(FULL DAY)*