



MEMORANDUM

June 21, 2022

Organizational Meeting

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 Leadership Quality Standard 7 – Supporting Effective Governance Board Annual Work Plan
SUBJECT	2022-2023 MEETING DATES

PURPOSE

For approval. Recommendation required.

RECOMMENDATION

That the Board of Trustees approve the 2022-2023 Meeting Dates, as presented at the Organizational Meeting of June 21, 2022.

BACKGROUND

As per Board Policy 7: Board Operations, 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, Article 7, states that the Superintendent *“provides the Board with information, advice and support required for the fulfillment of its governance 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 2022-2023 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 2022-2023 school calendar year, and meet deadlines for action items requiring Board approval.

Administration would be pleased to respond to any questions.

SM:kz

2022-2023 Committee Meetings and Events

MONTH/DATE	Time / Location	MEETINGS OF THE WHOLE	COMMITTEE MEETINGS	EVENTS
AUGUST 2022				
10 -12	5:00 pm, Edmonton		PSBC Meeting	
24 - 29	TBD			PSD PD Days
25	9:00 am, MCHS			PSD Opening Day
30	9:00 am, CFE	Governance & Planning Session (GPS) (AM Only)		
SEPTEMBER 2022				
13	9:00 am, CFE	Regular Board Meeting		
20	1:00 pm, CFE		Audit Committee	
22	3:30 pm, CFE		Benefits Committee	
23	9:30 am, CFE		ASBA Zone 2/3 Meeting	
27	9:00 am, CFE	Governance & Planning Session (GPS) (Full Day)		
OCTOBER 2022				
TBD	TBD			MCHS Awards (2021-2022)
TBD	TBD			SGCHS Awards (2021-2022)
4	7:00 pm, CFE		COSC - First meeting	
11	9:00 am, CFE	Regular Board Meeting		
11	4:15 pm, CFE		TBAC Meeting	
12 -14	Edmonton			PSBAA Fall Conference & AGM
19 - 21	8:00 am, Off-Site	Trustee Summit		
28	9:30 am, CFE		ASBA Zone 2/3 Meeting - AGM	
NOVEMBER 2022				
TBD	TBD	Stakeholder Engagement Evening		
1	7:00 pm, CFE		COSC	
11 - 18		Fall Break		
8	9:00 am, CFE	Governance & Planning Session (GPS) (Full Day)		
16 -18	5:00 pm, Edmonton		PSBC Meeting	
20 - 22	Edmonton			ASBA Fall Conference & AGM
23	1:00 pm, CFE		Audit Committee	
29	9:00 am, CFE	Regular Board Meeting		
DECEMBER 2022				
2	9:30 am, CFE		ASBA Zone 2/3 Meeting	
8	3:30 pm, CFE		Benefits Committee	
13	9:00 am, CFE	Regular Board Meeting		
13	1:00 pm, CFE	Governance & Planning Session (GPS) (PM Only)		
Dec 24 - Jan 8		Christmas Break		
JANUARY 2023				
10	9:00 am, CFE	Regular Board Meeting		
20	9:30 am, CFE		ASBA Zone 2/3 Meeting	
24	9:00 am, CFE	Governance & Planning Session (GPS) (Full Day)		
FEBRUARY 2023				
TBD	TBD			Joint Meeting with Town of Stony Plain
7	7:00 pm, CFE		COSC	
8 -10	5:00 pm, Edmonton (tentative)		PSBC Meeting	
14	9:00 am, CFE	Regular Board Meeting		
14	4:15 pm, ATA Office		TBAC Meeting	
21	9:00 am, CFE	Governance & Planning Session (GPS) (Full Day)		
24	9:30 am, CFE		ASBA Zone 2/3 Meeting	
MARCH 2023				
TBD	TBD			Joint Meeting with Parkland County
TBD	TBD			Joint Meeting with Evergreen
7	9:00 am, CFE	Regular Board Meeting		
7	7:00 pm, CFE		COSC	
17	9:30 am, CFE		ASBA Zone 2/3 Meeting	
21	9:00 am, CFE	Governance & Planning Session (GPS) (AM Only)		
21	12:00 pm, TBD	Student Advisory (PM Only)		
Mar 25 - Apr 2		Spring Break		

2022-2023 Committee Meetings and Events

MONTH/DATE	Time / Location	MEETINGS OF THE WHOLE	COMMITTEE MEETINGS	EVENTS
APRIL 2023				
TBD	TBD			Joint Meeting with City of Spruce Grove
TBD	TBD			Joint Meeting with Paul First Nation
4	1:00 pm, CFE		Audit Committee	
6	8:30 am, TBD	Education Planning Day		
11	9:00 am, CFE	Regular Board Meeting		
12 -14	5:00 pm, Edmonton (tentative)		PSBC Meeting	
18	9:00 am, CFE	Governance & Planning Session (GPS) (Full Day)		
19	3:30 pm, CFE		Benefits Committee	
25	4:15 pm, CFE		TBAC Meeting	
28	9:30 am, Edmonton		ASBA Zone 2/3 Meeting	
MAY 2023				
2	7:00 pm, CFE		COSC	
10	1:00 pm, CFE		Audit Committee	
16	9:00 am, CFE	Governance & Planning Session (Full Day)		
26	TBD, Stony Plain			Milestones and Merits
26	TBD, Edmonton		ASBA Zone 2/3 - Edwin Parr Banquet	
30	9:00 am, CFE	Regular Board Meeting		
JUNE 2023				
1 - 3	Red Deer			PSBAA Spring Conference & AGM
4 - 6	Red Deer			ASBA Spring Conference & AGM
10	4:00 pm (Tentative)			SGCHS Graduation
13	9:00 am, CFE	Governance & Planning Session (Full Day)		
15	5:00 pm, TBD		TBAC Meeting	
20	9:00 am, CFE	Organizational Meeting		
20	10:00 am, CFE	Regular Board Meeting		
23	9:30 am, Edmonton		ASBA Zone 2/3 Meeting	
TBD	4:00 pm (Tentative)			MCHS Graduation
JULY 2023				
3 - 4	Banff			CSBA Congress 2023

Regular Board Meetings: (10 meetings) Sep, Oct, Nov, Dec per month Sep - Jun

Organizational Meeting: (1 meeting) Jun

Governance & Planning Sessions (GPS): (10 meetings) Aug, Sep, Nov, Dec, Jan, Feb, Mar, Apr, May and Jun

ASBA Zone 2/3 - Alberta School Boards Association Zone 2/3: (8 meetings) Sep, Oct (AGM), Dec, Jan, Feb, Mar, Apr, May (Edwin Parr) and Jun

Audit Committee: (4 meetings) Sep, Nov, Apr and May

Benefits Committee - Benefit Plan Advisory Committee: (3 meetings) Sep, Dec and Apr

COSC - Council of School Councils: (5 meetings) Oct, Nov, Feb, Mar and May

PSBC - Public School Boards' Association Council: (4 meetings) Aug, Nov, Feb and Apr

TBAC - Teacher Board Advisory Committee: (4 meetings) Oct, Feb, Apr and Jun

A **Board Summit** has been planned for Oct 19-21, 2022

An **Education Planning Day** is tentatively planned for April 6, 2023

A **Stakeholder Engagement Evening** will be scheduled in November 2022

The following committees have unscheduled dates or will meet as needed:

- Alberta Teachers' Association (ATA) Labour Relations
- Central Alberta Association of Municipal and School Employees (CAAMSE) Labour Relations
- International Union of Operating Engineers (IUOE) Labour Relations
- Rural Caucus of Alberta School Boards (RCASB)
- Spruce Grove Joint Use Committee
- Stony Plain Joint Use Committee
- Teachers' Employer Bargaining Association (TEBA)