



MEMORANDUM

September 13, 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 August 30, 2022 GPS Meeting.

REPORT SUMMARY

On August 30, 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)

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta
On Tuesday, August 30, 2022, at 9:00 AM

Attendance:

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

Regrets:

Dr. Meg Miskolzie, Associate Superintendent

1. WELCOME & LEARNING MOMENT

- 1.1. Call to Order:** Board Chair welcomed the GPS Committee to the 2022-2023 school-year and shared that Vice-Chair Elect Osborne will be leading the Welcome & Learning Moment in GPS Meetings going forward.

Vice-Chair Elect Osborne called the meeting to order at 9:04 a.m. and expressed gratitude for school staff today, the first day of school for students.

- 1.2. Land Acknowledgement:** Acknowledgement of Treaty Territory by Vice-Chair Elect Osborne.

- 1.3. Changes to the Agenda:** Add Student Advisory Discussion as 4.3 under Strategic Planning.

- 1.4. Approval of the Agenda:**

MOVED by Trustee Cameron that the Board of Trustees accept the agenda as presented.

CARRIED UNANIMOUSLY

- 1.5. Approval of the June 14, 2022, GPS Minutes:**

MOVED by Trustee Hennig that the GPS Minutes of June 14, 2022 be approved as presented.

CARRIED UNANIMOUSLY

1.6. Learning Moment:

Vice-Chair Elect Osborne led the committee in a Learning Moment focused on communicating the role of Trustee to stakeholders.

2. OPERATIONS AND INFORMATION

2.1. Fort Chipewyan: Superintendent Boyce detailed some of the work that Parkland School Division (PSD) staff have been doing in preparation for the start-up of Athabasca Delta Community School (ADCS), such as school building maintenance, housing upgrades and furnishings, financial planning, grant applications for student supports, technology reset, internet for the housing, equipping staff with laptops, fencing and general supplies, and more. Discussion ensued.

2.2. Summer Updates: Administration provided several updates on summer work.

2.2.1. Facilities Services: Associate Superintendent McFadyen identified some of the work that Facilities Services was tasked with over the summer, including the placement and upgrades of modulars, Blueberry Parking lot and sidewalks and refurbishing École Broxton Park School gymnasium. A detailed report will be presented to the Board at the September 13, 2022 regular meeting.

2.2.2. Transportation Services: Associate Superintendent McFadyen acknowledged the busy work of Transportation Services over the summer, sharing that, at present, there are over 6700 students on buses and the numbers will increase well into October. Transportation has had over 850 change requests since the beginning of July and is working with contractors to address bus driver shortages.

2.2.3. Technology Services: Associate Superintendent Johnston shared that the Technology Services Department has been processing late school registrations, deploying and migrating technology equipment, such as Chromebooks, setting-up the technology modulars, completing wireless upgrades and completing professional development in student data training for PowerSchool.

Board Chair Stewart called a recess at 10:27 a.m. Meeting resumed at 10:37 a.m.

2.2.4. Human Resources: Deputy Superintendent Francis provided an update on the Human Resource Department status. This is the second consecutive year that PSD was able to retain all support staff without layoffs at the end of June. Overall, PSD staff has increased in the Division by approximately 181 (137.43 FTE). A full report will be provided at the September 13, 2022 regular meeting. Discussion ensued.

2.2.5. Student Services: The STEPS classroom in Connections for Learning has been moved to Woodhaven Middle School, where students in the junior high grades will have access to more diverse programming. The Student Services Department is working on student well-being and comprehensive health and workplace wellness initiatives, using a collaborative approach and working with community partners for wrap-around services. PSD has been approved for a breakfast food grant and School Counsellors are in place in PSD K-Gr.9 for students this fall. Discussion ensued.

- 2.3. **Operational Priorities:** Superintendent Boyce shared that the Operational Priorities are the same four priorities mentioned at the Opening Day: Student & Workplace Wellness, Indigenous ways of Knowing, Community, Equity, and Belonging, and Programming and Pedagogy.
- 2.4. **Curriculum Update:** Associate Superintendent Johnston provided an update on the implementation of the new K-Gr. 3 Language Arts and Mathematics and the K-Gr.6 Physical Education curriculum. Teachers have been collaborating, but more collaborative opportunities and resources will be provided throughout the school year as we develop our own practices and approaches for this new learning. Discussion ensued.
- 2.5. **COVID Update:** Deputy Superintendent Francis shared that PSD continues to recommend safe practices in schools, such as good hand hygiene and protocols for staying home during illness. PSD will continue to follow Alberta Health Services recommendations.

3. GOVERNANCE

- 3.1. **Association Business:** Board Chair shared that she will contribute an article for the Public School Boards' Association of Alberta (PSBAA) September edition of 'The Advocate'. PSBAA is also hosting a Franklin Covey presentation on September 23, 2022, which will be open for Trustees and Executive Team.
- 3.2. **Revised Board Policy 13: Appeals to the Board:** Tabled. The revised Board Policy 13: Appeals to the Board, revised Board Policy 14: Teacher Transfer, Suspension, Termination and Appeal and Administrative Procedure have been sent for review by legal counsel.
- 3.3. **Revised Board Policy 14: Teacher Transfer, Suspension, Termination and Appeal:** Tabled. The revised Board Policy 13: Appeals to the Board, revised Board Policy 14: Teacher Transfer, Suspension, Termination and Appeal and Administrative Procedure have been sent for review by legal counsel.
- 3.4. **Engagement Letter:** Board Chair Stewart reviewed an engagement letter for consultation services for a third-party Superintendent and Board evaluation. Discussion ensued.
- 3.5. **School Council Updates:** No school council meetings have been held for the 2022-2023 yet. Board Chair Stewart encouraged Trustees to review the assurance elements going into the year, prior to attending school council meetings.

4. STRATEGIC PLANNING

- 4.1. **Upcoming meetings with Minister LaGrange:** Board Chair Stewart discussed two upcoming opportunities for PSD to meet with Education Minister, Adriana LaGrange. September 6, 2022, Minister LaGrange will tour ADCS. On September 13, 2022, Board Chair Stewart, Vice-Chair Elect Osborne and Superintendent Boyce will meet with Minister LaGrange during her annual School Boards meeting. Discussion ensued.
- 4.2. **Advocacy Priorities / Plans:** Board Chair Stewart requested a continuation of the advocacy plan from the 2021-2022 school year and for Trustees to think of 3-4 advocacy priorities and how to action those priorities.

4.3. Student Advisory Discussion: Superintendent Boyce asked whether or not Trustees want to maintain the same process for students advisory as last year or would you like a different approach. Discussion ensued.

5. IN-CAMERA: LEGAL

MOVED by Vice-Chair Elect Osborne to move in-camera at 12:13 p.m.

CARRIED UNANIMOUSLY

MOVED by Trustee Hennig to re-enter the GPS Meeting at 12:40 p.m.

CARRIED UNANIMOUSLY

6. CLOSING

6.1. Discussion with Superintendent: Trustees engaged in discussion with Superintendent Boyce regarding any further questions or requests for additional information.

6.2. Topics to come forward to the next Board Meeting include: Human Resources Report, Facilities Summer Work Report and the World Opens Up Report.

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

6.4. Adjournment: Board Chair Stewart adjourned the meeting at 12:55 p.m.

Next meeting: Tuesday, September 27, 2022, at 9:00 a.m. (**FULL DAY**)