



MEMORANDUM

October 11, 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 September 27, 2022 GPS Meeting.

REPORT SUMMARY

On September 27, 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.

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MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta
On Tuesday, September 27, 2022, at 9:00 AM

ATTENDANCE:

Lorraine Stewart, Board Chair (*via online conferencing*)
Jill Osborne, Vice-Chair (*Vice-Chair Osborne chaired the Meeting*)
Aileen Wagner, Trustee
Aimee Hennig, Trustee
Paul McCann, Trustee
Eric Cameron, Trustee
Anne Montgomery, Trustee
Shauna Boyce, Superintendent
Mark Francis, Deputy Superintendent
Scott Johnston, Associate Superintendent
Dr. Meg Miskolzie, Associate Superintendent
Dean Bernard, Director of Northern and Indigenous Relations
Jordi Weidman, Director of Strategic Communications
Keri Zylla, Recording Secretary

REGRETS:

Scott McFadyen, Associate Superintendent

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Vice-Chair Osborne called the meeting to order at 9:00 a.m.
- 1.2. **Land Acknowledgement:** Acknowledgement of Treaty Territory by Vice-Chair Osborne.
- 1.3. **Changes to the Agenda:**
 - Add agenda item 2.5 Modular Submission
 - Add agenda item 4.5 Rally for Public Education
- 1.4. **Approval of the Agenda:**

MOVED by Trustee McCann that the Board of Trustees accept the agenda as amended.
- 1.5. **Approval of the August 30, 2022, GPS Minutes:**

MOVED by Trustee Cameron that the GPS Minutes of August 30, 2022 be approved as presented.

CARRIED UNANIMOUSLY

CARRIED UNANIMOUSLY

1.6. Learning Moment:

Vice-Chair Osborne led the committee in a Learning Moment focused on the *“Trustee Code of Conduct”*.

2. OPERATIONS AND INFORMATION

2.1. Enrollment Estimates: Superintendent Boyce shared that the detailed Enrolment Report will be presented at the October 11, 2022, Regular Board meeting, and shared some preliminary numbers that show an overall increase in enrolment. Discussion ensued.

2.2. Athabasca Delta Community School (ADCS) Update: Superintendent Boyce shared that a report on ADCS will be presented to the Board at the October 11, 2022, Regular Board Meeting. Although the ministerial order for Parkland School Division (PSD) to assume the role of Interim Education Authority was not effective until September 1, 2022, a significant amount of work was done over the summer months to ensure September operations for ADCS.

Deputy Superintendent Francis and Mr. Bernard shared updates on the finances, enrolment, staffing, school infrastructure, staff housing, technology, programming and services for ADCS students, since PSD assumed the role of Interim Education Authority. Discussion ensued.

2.3. Transportation Update: Superintendent Boyce provided an update on two current bus routes. As of Monday, September 26, 2022, PSD has been able to accommodate all bus routes. Administration will continue the work of finding solutions to transportation challenges. Discussion ensued.

Vice-Chair Osborne called a recess at 10:59 a.m. Mr. Bernard exited the meeting at 10:59 a.m. The meeting resumed at 11:06 a.m.

2.4. Stony Plain Central Replacement School Name: Superintendent Boyce reviewed the process and procedure for naming schools.

Deputy Superintendent Francis and the Strategic Communications Department will facilitate stakeholder consultation regarding the Stony Plain Central Replacement School and the Board will establish and task a School Naming Committee with recommending a school name to the Board for approval.

2.5. Modular Submission: Superintendent Boyce reviewed 5 modular classroom requests that will be submitted to Alberta Education for consideration. A detailed Modular Submission Request Report will be presented at the October 11, 2022, Regular Board Meeting. Discussion ensued.

3. GOVERNANCE

3.1. Association Business: Trustees shared updates on membership associations.

3.1.1. Public School Boards’ Association of Alberta (PSBAA) Prep: Trustee Wagner highlighted agenda items for discussion at the upcoming PSBAA Fall General Meeting, noting Cady Corcoran, a current Parkland School Division student, will perform the national anthem at the Lois Hole Dinner.

Board Chair Stewart announced that she will submit her name, once again, to continue her role as a Second Director for the PSBAA.

3.1.2. Alberta School Boards Association (ASBA): Board Chair Stewart and Vice-Chair Osborne attended Friday's ASBA Zone 2/3 meeting, and shared that ASBA will create an election package for Trustees regarding the United Conservative Party candidates, highlighting their stance on a number of educational concerns.

3.2. Alberta School Councils' Association (ASCA) Letter to Parkland School Division Chair: Board Chair Stewart shared information from a letter sent by ASCA to all Board's, requesting additional dollars due to the elimination of some of the government funding they formerly received. Discussion ensued.

3.3. School Council Updates: Trustees provided updates from the School Council Meetings they attended.

3.4. School Tours:

3.4.1. Purpose: Board Chair Stewart and Superintendent Boyce discussed the purpose of Trustee School Tours. Discussion ensued.

3.4.2. Schedule: Trustees discussed a variety of ideas for scheduling Trustee School Tours once the purpose for the tours has been established. Discussion ensued.

Vice-Chair Osborne called a lunch recess at 12:18pm. Meeting resumed at 12:51pm.

3.5. Annual Education Results Report (AERR) Governance Elements Reporting: Associate Superintendent Johnston provided a template for Trustee Governance Elements Reporting, based on the 21-22 Education Plan. Trustees provided exemplars and feedback on each of the five elements. Trustee Reporting, using this template, will help build aspects of the ensuing Education Plan. Discussion ensued.

3.6. Board Policy 18: Role of the Student: Board Chair Stewart reviewed and discussed governance aspect(s) of the current Board Policy 18: Role of the Student. Discussion ensued.

Board Policy 18 will be discussed again at the November 8, 2022, GPS Meeting.

4. STRATEGIC PLANNING

4.1. Spruce Grove Composite High School Advocacy Plan: Board Chair Stewart, Vice-Chair Osborne and Superintendent Boyce met with the Minister of Education, Adriana LaGrange, on September 13, 2022, to discuss two items, which included PSD's Capital Plan request for a replacement high school and how to further advocate for this needed school. Discussion ensued.

4.2. Transportation Advocacy Plan: Board Chair Stewart, Vice-Chair Osborne and Superintendent Boyce also discussed transportation challenges, specific to PSD and across the province, and provided a number of solutions to Minister LaGrange.

Board Chair Stewart will draft a letter to Minister LaGrange, on behalf of the Board, that reinforces PSD and provincial transportation challenges and that highlights the suggested solutions from their September 13th discussion.

Vice-Chair Osborne called a recess at 2:22 p.m. Meeting resumed at 2:31 p.m.

4.3. Engagement Topics: Superintendent Boyce and Associate Superintendent Johnston sought Trustee feedback on engagement topics for both student and stakeholder engagements.

4.3.1. Student engagement format and topics: Superintendent Boyce and Associate Superintendent Johnston reviewed formats and topics used in prior student engagements and collected Trustee feedback for future engagement.

4.3.2. Stakeholder engagement topics: Superintendent Boyce and Associate Superintendent Johnston reviewed formats and topics used in prior stakeholder engagements and collected Trustee feedback for future engagement opportunities.

4.4. Trustee Summit

4.4.1. Topics for Discussion: Board Chair Stewart reviewed some of the suggested topics suggested for the upcoming Trustee Summit. The agenda will be sent to Trustees and Executive prior to the Summit in preparation.

4.4.2. Schedule: Superintendent Boyce provided an overview of the October 19-21, Trustee Summit schedule.

4.5. Rally for Public Education: Board Chair Stewart shared information on an upcoming Alberta Teachers' Association Rally for Public Education, to be held October 22, 2022, at the legislative grounds. 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 include: School Naming Committee, Modular Submission Request, Athabasca Community School Report, Enrolment Report.

5.3. Roundtable Discussion: Vice-Chair Osborne closed the session with a roundtable discussion.

5.4. Adjournment: Vice-Chair Osborne adjourned the meeting at 3:31 p.m.

Next meeting: Tuesday, November 8, 2022, at 9:00 a.m. *(FULL DAY)*