



**MINUTES OF THE  
ORGANIZATIONAL MEETING**

**HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY  
PLAIN, ALBERTA ON TUESDAY, JUNE 20, 2023, AT 9:00 AM**

**TRUSTEE ATTENDANCE:**

Aileen Wagner, Ward 1  
Lorraine Stewart, Ward 2  
Aimee Hennig, Ward 3  
Eric Cameron, Ward 5  
Anne Montgomery, Ward 5  
Jill Osborne, Ward 5

**ADMINISTRATION ATTENDANCE:**

Shauna Boyce, Superintendent  
Mark Francis, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Scott McFadyen, Associate Superintendent  
Dr. Meg Miskolzie, Associate Superintendent  
Jordi Weidman, Director, Strategic Communications  
Keri Zylla, Recording Secretary

**REGRETS:**

Paul McCann, Trustee, Ward 4

**CALL TO ORDER**

The meeting was called to order at 9:00 a.m. with Associate Superintendent McFadyen (Secretary-Treasurer), presiding as Chair.

**TREATY SIX AND EIGHT ACKNOWLEDGEMENT**

**NATIONAL ANTHEM**

**ACCEPTANCE OF THE AGENDA**

**Res 039-23**

**MOVED by** Trustee Osborne that the Board of Trustees accepts the Organizational Meeting Agenda of June 20, 2023, as presented.

**CARRIED UNANIMOUSLY**

**ELECTION PROCEDURES**

**Ballot Vote**

**Res 040-23**

**MOVED by** Trustee Cameron that the elections of Chairperson and Vice-Chairperson be held electronically, by secret ballot.

**CARRIED UNANIMOUSLY**

**Appointment of Scrutineers**

**Res 041-23**

**MOVED by** Trustee Wagner that Mr. Johnston and Dr. Miskolzie be appointed as scrutineers.

**CARRIED UNANIMOUSLY**

*d Stewart*

Board Chair

*Scott McFadyen*

Secretary-Treasurer

Res 042-23

**Election by Simple Majority Vote**

**MOVED by** Trustee Montgomery that the Board of Trustees elect the Chairperson and Vice-Chairperson by simple majority of the Trustees present.

In the event that three (3) or more Trustees are vying for the position, the candidate with the lowest number of votes will be removed from the ballot if a simple majority is not achieved in the first vote. If there is a tie for the lowest vote, a simple majority vote of the candidates with the lowest number of votes will be held to determine who remains in the voting. If a tie remains after the subsequent vote the names are written on individual sheets of paper, placed into a receptacle and a scrutineer draws the name of the candidate said to win a majority. A new vote will be taken with the remaining candidates until a majority of the Trustees vote for one candidate.

If only two candidates are vying for the position, in case of a tie after three (3) rounds of voting, the names are written on individual sheets of paper, placed into a receptacle and a scrutineer draws the name of the candidate said to win a majority.

**CARRIED UNANIMOUSLY**

Res 043-23

**Appointment of Committees**

**MOVED by** Trustee Hennig that if more members are nominated to a committee or agency than there are positions available, an election, by secret ballot, shall be held, and further, those candidates receiving the largest number of votes shall be declared elected.

**CARRIED UNANIMOUSLY**

**ELECTION OF CHAIRPERSON**

Presiding Chair, Associate Superintendent McFadyen, called for nominations for the position of Board Chairperson.

Trustee Cameron nominated Trustee Stewart for the position of Board Chairperson. Trustee Stewart accepted the nomination.

Presiding Chair McFadyen, called a second and third time for further nominations. There were no further nominations.

**Nominations Cease**

Res 044-23

**MOVED by** Trustee Montgomery that nominations for the position of Board Chairperson, cease.

**CARRIED UNANIMOUSLY**

Trustee Stewart was declared Chairperson of the Board of Trustees, by acclamation.

Presiding Chair McFadyen noted that the Oath of Office for Board Chairperson will occur at the first 2023-2024 Regular Board Meeting in September.

**ELECTION OF VICE-CHAIRPERSON**

Presiding Chair McFadyen, called for nominations for the position of Vice-Chairperson.

Trustee Osborne nominated Trustee Wagner for the position of Vice-Chairperson. Trustee Wagner accepted the nomination.

Presiding Chair McFadyen, called a second and third time for further nominations. There were no further nominations.



Board Chair



Secretary-Treasurer

Res 045-23

**Nominations Cease**

**MOVED by** Trustee Cameron that nominations for the position of Board Vice-Chairperson, cease.

**CARRIED UNANIMOUSLY**

Trustee Wagner was declared Vice-Chairperson of the Board of Trustees, by acclamation.

Presiding Chair McFadyen noted that the Oath of Office for Board Vice-Chairperson will occur at the first 2023-2024 Regular Board Meeting in September.

*Presiding Chair McFadyen transferred chair to Board Chair Stewart at 9:11 a.m.*

Res 046-23

**APPOINTMENT OF BOARD REPRESENTATIVES TO COMMITTEES AND AGENCIES**

**MOVED by** Trustee Montgomery that the Board of Trustees appoints the following members as representatives to Committees for the 2023-2024 school year, effective September 1, 2023, as presented at the Organizational meeting of June 20, 2023.

**Alberta School Boards Association (ASBA), Zone 2/3:**

*Trustee Jill Osborne, Trustee Lorraine Stewart*

**Alberta Teachers' Association (ATA) Labour Relations:**

*Trustee Eric Cameron, Trustee Aimee Hennig, Trustee Paul McCann*

**Audit Committee:**

*Trustee Eric Cameron, Trustee Anne Montgomery, Trustee Aileen Wagner*

**Benefit Plan Advisory Committee:**

*Trustee Aileen Wagner*

**Central Alberta Association of Municipal and School Employees (CAAMSE) Labour Relations:**

*Trustee Paul McCann, Trustee Lorraine Stewart, Trustee Aileen Wagner*

**Council of School Councils (COSC):**

*Trustee Jill Osborne*

**International Union of Operating Engineers (IUOE) Labour Relations:**

*Trustee Aimee Hennig, Trustee Paul McCann, Trustee Aileen Wagner*

**Public School Boards' Association of Alberta (PSBAA) Council:**

*Trustee Eric Cameron, Trustee Aimee Hennig*

**Rural Caucus of Alberta School Boards (RCASB):**

*Trustee Anne Montgomery*

**Spruce Grove Joint Use Committee:**

*Trustee Jill Osborne*

**Stony Plain Joint Use Committee:**

*Trustee Aimee Hennig*

**Teacher Board Advisory Committee (TBAC):**

*Trustee Eric Cameron, Trustee Paul McCann, Trustee Montgomery*

**Teachers' Employer Bargaining Association (TEBA):**

*Trustee Lorraine Stewart*

**CARRIED UNANIMOUSLY**

Board Chair Stewart provided additional information and responded to questions.

**DESTRUCTION OF VOTING RECORD**

There was no record of voting for destruction.



Board Chair



Secretary-Treasurer

**Res 047-23**

**2023-2024 BOARD REMUNERATION**

**MOVED by** Vice-Chair Osborne that the Board of Trustees approve the Board Remuneration for the 2023-2024 school year.

**CARRIED UNANIMOUSLY**

Associate Superintendent McFadyen provided additional information and responded to questions.

**Res 048-23**

**ESTABLISHMENT OF 2023-2024 MEETING DATES**

**MOVED by** Trustee Wagner that the Board of Trustees approve the 2023-2024 Meeting Dates, as presented at the Organizational Meeting of June 20, 2023.

**CARRIED UNANIMOUSLY**

Board Chair Stewart provided additional information and responded to questions.

**Res 049-23**

**BOARD ANNUAL WORK PLAN 2023-2024**

**MOVED by** Vice-Chair Osborne that the Board of Trustees approves the 2023-2024 Board Annual Work Plan, as presented at the Organizational Meeting of June 20, 2023.

**CARRIED UNANIMOUSLY**

**DISCLOSURE STATEMENTS**

Trustees are required to complete the Trustee Disclosure Statement on an annual basis, as per the provisions of Board Policy 7: Board Operations, Article 13, as presented at its Organizational Meeting of June 20, 2023.

Associate Superintendent McFadyen provided additional information.

**ADJOURNMENT**

The meeting was adjourned at 9:22 a.m.

*L Stewart*

Board Chair

*Scott McFadyen*

Secretary-Treasurer