



**MINUTES OF THE  
REGULAR BOARD MEETING**

**HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY  
PLAIN, ALBERTA ON TUESDAY, SEPTEMBER 12, 2023, AT 9:00 AM**

**TRUSTEE ATTENDANCE:**

Lorraine Stewart, Chair  
Aileen Wagner, Vice-Chair  
Aimee Hennig, Trustee  
Paul McCann, Trustee  
Eric Cameron, Trustee  
Anne Montgomery, Trustee  
Jill Osborne, Trustee

**ADMINISTRATION ATTENDANCE:**

Shauna Boyce, Superintendent  
Mark Francis, Deputy Superintendent  
Scott Johnston, Associate Superintendent  
Scott McFadyen, Associate Superintendent  
Dr. Meg Miskolzie, Associate Superintendent  
Amy Goerzen, Director, Human Resources  
Serge LaBrie, Director, Facilities Services  
Jordi Weidman, Director, Strategic Communications  
Keri Zylla, Recording Secretary

**CALL TO ORDER**

Presiding Chair Associate Superintendent McFadyen called the meeting to order at 9:00 a.m.

Ms. Zylla administered the Oaths for Office for Board Chair, Dr. Lorraine Stewart, and Vice-Chair, Aileen Wagner for the 2023-2024 school year.

*Presiding Chair Associate Superintendent McFadyen transferred the chair to Board Chair Stewart at 9:02 am.*

**Board Chair Stewart acknowledges and thanked Trustee Osborne for her work as Vice-Chair for the 2022-2023 school year and welcomed Vice-Chair Wagner**

**LAND ACKNOWLEDGEMENT**

Board Chair Stewart acknowledged Parkland School Division's presence in Treaty #6 and Treaty #8 Territories.

**NATIONAL ANTHEM**

**PERSONAL REFLECTION**

**ANNOUNCEMENTS**

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

Handwritten signature of Lorraine Stewart in blue ink.

Board Chair

Handwritten signature of Scott McFadyen in blue ink.

Secretary-Treasurer

Res 053-2023

**APPROVAL OF THE AGENDA**

**MOVED by** Trustee McCann that the agenda be approved as presented.

**CARRIED UNANIMOUSLY**

Res 054-2023

**APPROVAL OF THE MINUTES**

**MOVED by** Vice-Chair Wagner that the minutes of the Organizational Board Meeting held on June 20, 2023, be approved as presented.

**CARRIED UNANIMOUSLY**

Res 055-2023

**APPROVAL OF THE MINUTES**

**MOVED by** Trustee Osborne that the minutes of the Regular Meeting held on June 20, 2023, be approved as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM THE MINUTES**

Board Chair Stewart provided an update regarding resolution 052-2023 from the Regular Meeting of June 20, 2023, approving, in principle, the local Tri-Municipal bid for the 2026 Alberta Winter Games. The City of Spruce Grove did not submit the bid for the Winter Games.

**DELEGATION / PRESENTATION**

There was no delegation

**QUESTION PERIOD:**

*There were no questions submitted to the Board at [Board@psd.ca](mailto:Board@psd.ca), for the September 12, 2023, Question Period.*

**BOARD CHAIR REPORT**

Board Chair Stewart shared her report.

**SUPERINTENDENT REPORT**

Superintendent Boyce shared her report.

**ACTION ITEMS**

**APPEAL HEARING PANEL APPOINTMENT**

**MOVED BY** Trustee Montgomery that the Board of Trustees convenes an Appeal Hearing Panel composed of Board Chair Stewart, Board Vice-Chair Wagner and Trustee Osborne to hear the Appeal of a parent regarding an education matter affecting their child.

**AMENDMENT:**

Res 056-2023

**MOVED BY** Trustee Montgomery that the Appeal Hearing Panel Appointment motion be amended by removing "Board Chair Stewart, Board Vice-Chair Wagner and Trustee Osborne" and replacing it with "all Trustees who expressed interest".

**CARRIED 5 TO 2**

**IN FAVOUR:** Board Chair Stewart, Trustee Hennig, Trustee McCann, Trustee Montgomery, Trustee Osborne

**OPPOSED:** Vice-Chair Wagner, Trustee Cameron



Board Chair



Secretary-Treasurer

Res 057-2023

**AMENDED MOTION: APPEAL HEARING PANEL APPOINTMENT**

**Moved BY** Trustee Montgomery that the Board of Trustees convenes an Appeal Hearing Panel composed of all Trustees who expressed interest to hear the Appeal of a parent regarding an education matter affecting their child.

**CARRIED 5 TO 2**

**IN FAVOUR:** Board Chair Stewart, Trustee Hennig, Trustee McCann, Trustee Montgomery, Trustee Osborne

**OPPOSED:** Vice-Chair Wagner, Trustee Cameron

*Board Chair Stewart transferred Chair to Vice-Chair Wagner at 10:01 a.m. and resumed chair at 10:01 a.m.*

Board Chair Stewart provided additional information and responded to questions.

**GOVERNANCE BUDGET ALLOCATION FOR SCHOOL COUNCIL ATTENDANCE AT THE 2024 ALBERTA SCHOOL COUNCILS ASSOCIATION (ASCA) CONFERENCE AND ANNUAL GENERAL MEETING**

Res 058-2023

**Moved BY** Trustee McCann that the Board of Trustees approves allocating up to a maximum of \$6,000 of the Governance Budget to financially support school council attendance to the 2024 Alberta School Councils Association Conference and Annual General Meeting.

**CARRIED UNANIMOUSLY**

Board Chair Stewart provided additional information and responded to questions.

**ADMINISTRATIVE REPORTS**

**2023 FACILITIES SERVICES DEPARTMENT REPORT**

The Board of Trustees received for information, the 2023 Facilities Services Department Report.

Associate Superintendent McFadyen and Mr. LaBrie provided additional information and responded to questions.

*Board Chair Stewart called a recess at 10:47 a.m. The Meeting resumed at 10:55 a.m.*

**OFF-SITE ACTIVITIES REPORT**

The Board of Trustees received for information, the Off-Site Activities Report.

Associate Superintendent Johnston provided additional information and responded to questions.

**HUMAN RESOURCES 2022-2023 REPORT**

The Board of Trustees received for information, the Human Resources 2022-2023 Report.

Deputy Superintendent Francis and Ms. Goerzen provided additional information and responded to questions.

*Mr. LaBrie exited the meeting at 11:38 a.m.*

**TRUSTEE REPORTS**

**TEACHER BOARD ADVISORY COMMITTEE**

Vice-Chair Wagner shared her report.



Board Chair



Secretary-Treasurer

**GOVERNANCE & PLANNING SESSION**

The Board of Trustees received for information, the unapproved Minutes from the August 29, 2023, Governance & Planning Session.

**ALBERTA SCHOOL BOARDS ASSOCIATION**

There was no report.

**PUBLIC SCHOOL BOARDS' ASSOCIATION OF ALBERTA**

Trustee Cameron shared information on PSBAA initiatives and Vice-Chair Wagner her report including two calls to action.

**CHAMBER OF COMMERCE**

Board Chair Stewart shared some information from the Chamber of Commerce updates.

**CANADIAN SCHOOL BOARDS ASSOCIATION**

Board Chair Stewart and Vice-Chair Wagner shared highlights from the conference in July 2023.

**FUTURE BUSINESS**

**MEETING DATES:**

*Board – Open to the Public:*

Oct 10, 2023 ----- Regular Board Meeting 9:00 AM, Centre for Education (*Meeting Live-Streamed for Public*)

*Committees – Closed to the Public:*

Sep 22, 2023 ----- ASBA Zone 2/3 Meeting 9:30 AM, Edmonton

Sep 26, 2023 ----- Governance & Planning Session 9:00 AM, Centre for Education (*full day*)

Sep 27, 2023 ----- Audit Committee 1:00 PM, Centre for Education

Sep 28, 2023 ----- Benefits Committee 3:30 PM, Centre for Education

Oct 27, 2022 ----- ASBA Zone 2/3 Meeting 9:30 AM, Edmonton

*By Invitation:*

Oct 03, 2023 ----- Shikaoi Luncheon 11:30 AM, Memorial Composite High School

*Other:*

Oct 03, 2023 ----- Council of School Councils 6:30 PM, Centre for Education

Oct 10-11, 2023 ----- Trustee Summit 5:00 PM, Centre for Education

Oct 18-20, 2023 ----- PSBAA Fall Conference, Edmonton

**NOTICE OF MOTION**

There was no notice of motion.

**TOPICS FOR FUTURE AGENDAS**

Trustee Montgomery requested information on Board Agenda archives and whether the agenda posted to the website or the paper copy of the agenda is the archived records for the Board.

**REQUESTS FOR INFORMATION**

Trustee Cameron requested the Joint Use Agreement information be an item for the next Governance and Planning Session.

**RESPONSES TO REQUESTS FOR INFORMATION**

There were no responses to requests for information.

**IN-CAMERA**

There was no In-Camera.

*d. Stewart*

Board Chair

*Scott Meyer*

Secretary-Treasurer

**ACTION IN RESPONSE TO IN-CAMERA**

There was no action in response to In-Camera.

**ADJOURNMENT**

The meeting was adjourned at 11:50 a.m.

*d Stewart*

Board Chair

*Scott M. Smith*

Secretary-Treasurer