



## MEMORANDUM

November 28, 2023  
Regular Board Meeting

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<b>TO</b>	Board of Trustees
<b>FROM</b>	Lorraine Stewart, Board Chair
<b>ORIGINATOR</b>	Lorraine Stewart, Board Chair
<b>RESOURCE</b>	Board of Trustees and Executive Team
<b>GOVERNANCE POLICY</b>	Board Policy 8: Board Committees Board Policy 12: Role of the Superintendent
<b>ADDITIONAL REFERENCE</b>	BP 8: Appendix 8.1 Governance and Planning Committee
<b>SUBJECT</b>	<b>GOVERNANCE &amp; PLANNING SESSION (GPS)</b>

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### 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 November 7, 2023 GPS Meeting.

### REPORT SUMMARY

On November 7, 2023, the Governance and Planning Committee met to discuss a number of topics, chosen 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, November 7, 2023, at 9:00 AM

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**Attendance:**

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

**Regrets:**

Jill Osborne, Trustee

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**1. WELCOME & LEARNING MOMENT**

- 1.1. Call to Order:** Board Chair Stewart called the meeting to order at 8:57 a.m.
- 1.2. Land Acknowledgement:** Chair Stewart acknowledged Treaty Territory.
- 1.3. Changes to the Agenda:** Delete agenda item 1.6 'Learning Moment', move agenda item 2.4 'Transportation' to agenda item 2.5, and add a new agenda item 2.4 '2024-2025 School Year Calendar'.
- 1.4. Approval of the Agenda:**  
**MOVED by** Trustee Cameron that the Board of Trustees accept the agenda as amended.

**CARRIED UNANIMOUSLY**

- 1.5. Approval of the September 26, 2023, GPS Minutes:**  
**MOVED by** Trustee McCann that the GPS Minutes of September 26, 2023 be approved as presented.

**CARRIED UNANIMOUSLY**

## 2. OPERATIONS AND INFORMATION

- 2.1. **Provincial Achievement Tests (PATs) / Diploma (DIPS) Exam Results:** Associate Superintendent Johnston provided detailed information on the PATs and DIPS. Results show that students are on par or have shown growth in comparison with the rest of the province. A detailed report will be presented at the November 28, 2023 regular meeting. Discussion ensued.
- 2.2. **Communications Staffing:** Mr. Weidman announced that Parkland School Division (PSD) has hired a new Communications Coordinator to join the communications team.
- 2.3. **Lead Team Summit Overview:** Superintendent Boyce shared highlights from the recent Lead Team Summit, where Division leaders focused on workplace wellness, as well as equity, diversity and community. Jordan Tinny joined the summit for a day-and-a-half and helped each Lead Team member develop a personal action plan, with the aforementioned focus in mind. Discussion ensued.
- 2.4. **2024-2025 School Year Calendar:** Superintendent Boyce shared that the 2024-2025 school year calendar survey will go out to stakeholders soon. With student and workplace wellness continuing to be a Division priority, Fall Break will continue to be part of the school year. Discussion ensued.

*Mr. Blood entered the meeting at 9:43 a.m.*

### 2.5. **Transportation Update:**

- 2.5.1. **App:** Associate Superintendent McFadyen shared that Transportation Services has been piloting a GPS App called "My Stop" with a group of 900 stakeholders, that will give parents a more accurate location of where their child's bus is during the transportation of their first and last bus of the day. This app will be particularly useful for inclement weather. Transportation Services plans to launch roll-out to stakeholders before Christmas. Discussion ensued.

## 3. IN-CAMERA: LEGAL, INTERGOVERNMENTAL RELATIONSHIPS

**MOVED by** Trustee Hennig that the Board of Trustees move to in-camera at 10:13 a.m.

**CARRIED UNANIMOUSLY**

*Associate Superintendent Dr. Miskolzie, Associate Superintendent Johnston, Mr. Weidman and Mr. Blood exited the meeting at 10:13 a.m.*

*Deputy Superintendent Francis exited the meeting at 10:39 a.m.*

*Associate Superintendent McFadyen exited the meeting at 11:23 a.m.*

### **MOTION TO REVERT TO THE REGULAR GPS MEETING**

**MOVED by** Trustee Wagner that the Board of Trustees move out of In-Camera at 11:39 a.m.

**CARRIED UNANIMOUSLY**

*Deputy Superintendent Francis, Associate Superintendent Johnston, Associate Superintendent McFadyen, Associate Superintendent Dr. Miskolzie and Mr. Weidman re-entered the meeting at 11:41 a.m.*

## 4. GOVERNANCE

### 4.1. Association Business

#### 4.1.1. Alberta School Boards Association (ASBA)

- [Fall General Meeting Prep](#) The Board discussed several proposed resolutions that will come forward at the ASBA Fall General Meeting, including:
  - Access to New Funds for Fully Funded Full-time Kindergarten
  - Recognition of Valid Teaching Certificates
  - Removal of the Reserve Cap
  - Revision to Capital Planning Process
  - Review of Diploma Exams
  - CEU Funding for Dual Credit

*Board Chair Stewart called a lunch recess at 12:10 p.m. Meeting resumed at 12:50 p.m.*

- EAL Student Funding (EAL – English as an Additional Language)
- Cross-Ministerial Support – Community-Based Service Agencies
- Infrastructure Allocation – Servicing and Construction Costs of School Sites
- [Position Statement Framework PowerPoint \(with notes\)](#) Board Chair Stewart drew attention to the position statement framework PowerPoint included in the ASBA agenda package.
- [ASBA Nominations and Elections Rules and Format](#) Board Chair reviewed the process for the elections, as the Board will be nominating Board Chair Stewart for the position of ASBA Vice-Chair.

- #### 4.1.2. Public School Boards' Association of Alberta (PSBAA)
- Trustee Cameron shared that he, along with Trustee Hennig and Superintendent Boyce, will present a session 'Engaging Stakeholders when Making Difficult Decisions' at the upcoming PSBAA council meeting.

- #### 4.2. Annual Education Results Report Governance Section:
- Associate Superintendent Johnston shared the Governance section of the draft Annual Education Results Report (AERR), and requested Trustee perspective regarding the 2022-2023 school year. The full AERR will come forward at the November 28, 2023 regular meeting.

- #### 4.3. School Council Updates:
- Trustees provided governance updates from various School Council Meetings they attended.

## 5. STRATEGIC PLANNING

- #### 5.1. Board Advocacy / Communication Strategies:
- Board Chair Stewart reviewed updates to the 2023-2024 Board Advocacy Plan and requested Trustees review the strategies and actions listed under each priority. Discussion ensued. More discussion will take place at the December 19, 2023 GPS Meeting.

**5.2. Stakeholder Engagement:**

**5.2.1. School Site Surveys:** Superintendent Boyce shared that school site 'Share-a-Thought' surveys went out to each PSD school. The surveys included individual school-site based questions, as well as a question regarding stakeholder interest in attending or having more information on stakeholder engagement.

**5.2.2. November Engagement Evening:** Associate Superintendent Johnston shared an overview of the November stakeholder engagement to be held Wednesday, November 22, 2023, at Westview School.

**5.3. Spruce Grove Composite High School Update:** The Design Team for the Spruce Grove Composite High School (SGCHS) Replacement School continues to meet and collaborate. The team recently toured Paul Kane High School in St. Albert and Grande Prairie Composite High School in Grande Prairie. Discussion ensued.

**5.4. Board Self-Evaluation Process:** Board Chair Stewart collected completed Board Self-Evaluation Surveys and will compile the data for discussion at the December 19, 2023 GPS Meeting.

**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:** There were no topics suggested for the next Board Meeting.

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

**6.4. Adjournment:** Board Chair Stewart adjourned the meeting at 2:56 p.m.

**Next meeting:** Tuesday, December 19, 2023, at 1:00 p.m. (*AFTERNOON ONLY*)