



**MINUTES OF THE  
REGULAR BOARD MEETING**

**HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN  
STONY PLAIN, ALBERTA ON TUESDAY, NOVEMBER 28, 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  
Jason Krefting, Director, Financial Services  
Jordi Weidman, Director, Strategic Communications  
Darcy Rowsell-Blood, Accounting Supervisor  
Keri Zylla, Recording Secretary

**GUEST PRESENTERS:**

Armando Panedo, Auditor, PricewaterhouseCoopers LLP  
Stephanie Ai, Auditor, PricewaterhouseCoopers LLP

**CALL TO ORDER**

Board Chair Stewart called the meeting to order at 9:00 a.m.

**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.

**APPROVAL OF THE AGENDA**

**Res 077-2023**

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

**CARRIED UNANIMOUSLY**

**APPROVAL OF THE MINUTES**

**Res 078-2023**

**MOVED** by Trustee Cameron that the minutes of the Regular Meeting held on October 10, 2023, be approved as presented.

**CARRIED UNANIMOUSLY**

*L. Stewart*

Board Chair

*Scott M. T.*

Secretary-Treasurer

Res 079-2023

APPROVAL OF THE MINUTES

**MOVED by** Trustee McCann that the minutes of the Special Meeting held on November 2, 2023, be approved as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATION / PRESENTATION

Students and staff from Graminia School will share a presentation regarding the growth of the Graminia Band Program. The band performed a musical selection.

*Board Chair Stewart called a recess and Trustees thanked the delegation as they exited at 9:34 a.m. The meeting resumed at 9:42 a.m.*

QUESTION PERIOD:

*There were no questions submitted to the Board at [Board@psd.ca](mailto:Board@psd.ca), for the November 28, 2023, Question Period.*

BOARD CHAIR REPORT

Board Chair Stewart shared her report.

SUPERINTENDENT REPORT

Superintendent Boyce shared her report.

ACTION ITEMS

Res 080-2023

AUDITED FINANCIAL STATEMENTS FOR THE PERIOD ENDING AUGUST 31, 2023

**MOVED BY** Trustee Cameron that the Board of Trustees approve the Audited Financial Statements for the Year Ending August 31, 2023, as recommended by the Audit Committee and presented at the Regular Meeting of November 28, 2023.

CARRIED UNANIMOUSLY

Associate Superintendent McFadyen, Mr. Krefting and PricewaterhouseCoopers LLP Auditor, Mr. Panedo, provided additional information and responded to questions.

*Board Chair Stewart thanked Corporate Supports & Services staff and the Auditors for the Report.*

*Board Chair Stewart called a recess at 10:49 a.m. Mr. Panedo and Ms. Ai exited the meeting at 10:52 a.m. Meeting resumed at 10:54 a.m.*

Res 081-2023

ANNUAL EDUCATION RESULTS REPORT

**MOVED BY** Trustee McCann that the Board of Trustees approve Parkland School Division's 2022-2023 Annual Education Results Report, as presented at the Regular Meeting of November 28, 2023.

CARRIED UNANIMOUSLY

Associate Superintendent Johnston provided additional information and responded to questions.

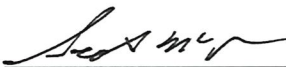
ADMINISTRATIVE REPORTS

2023-2024 FALL FORECAST

The Board of Trustees received for information, the 2023-2024 Fall Forecast.



Board Chair



Secretary-Treasurer



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

Mr. Krefting and Ms. Rowsell-Blood exited the meeting at 11:57 a.m.

COMMUNITY PARTNERSHIPS REPORT

The Board of Trustees received for information, the Community Partnerships Report.

Associate Superintendent Dr. Miskolzie provided additional information and responded to questions.

TRUSTEE REPORTS

COUNCIL OF SCHOOL COUNCILS

Trustee Osborne shared the Council of School Councils Report.

GOVERNANCE & PLANNING SESSION

The Board of Trustees received for information, the unapproved Minutes from the November 7, 2023, Governance & Planning Session.

TEACHER BOARD ADVISORY COMMITTEE

Trustee Cameron shared the Teacher Board Advisory Committee Report.

AUDIT COMMITTEE

Trustee Cameron shared the Audit Committee Report.

ALBERTA SCHOOL BOARDS ASSOCIATION

There was no report.

PUBLIC SCHOOL BOARDS’ ASSOCIATION OF ALBERTA

Trustee Cameron shared that he, Trustee Hennig and Superintendent Boyce made a presentation on Engaging Parents while making Difficult Decisions. Trustee Hennig shared her appreciation for Trustee Cameron’s advocacy and passion for students with special needs and work within the Division regarding the Standards for Special Education.

CHAMBER OF COMMERCE

Trustee Wagner provided Trustees with her report.

RURAL CAUCUS OF ALBERTA SCHOOL BOARDS

Trustee Montgomery provided information from the first Rural Caucus of Alberta School Boards meeting of the 2023-2024 school year.

FUTURE BUSINESS

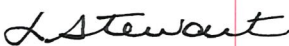
MEETING DATES:

Board – Open to the Public:

- |              |       |                                                                                        |
|--------------|-------|----------------------------------------------------------------------------------------|
| Dec 19, 2023 | ----- | Regular Board Meeting 9:00 AM, Centre for Education (Meeting Live-Streamed for Public) |
| Jan 23, 2024 | ----- | Regular Board Meeting 9:00 AM, Centre for Education (Meeting Live-Streamed for Public) |

Committees – Closed to the Public:

- |              |       |                                                                              |
|--------------|-------|------------------------------------------------------------------------------|
| Dec 01, 2023 | ----- | ASBA Zone 2/3 Meeting 9:30 AM, Edmonton                                      |
| Dec 07, 2023 | ----- | Benefits Committee 3:30 PM, Centre for Education                             |
| Dec 19, 2023 | ----- | Governance & Planning Session 1:00 PM, Centre for Education (afternoon only) |
| Jan 19, 2024 | ----- | ASBA Zone 2/3 Meeting 9:30 AM, Edmonton                                      |



Board Chair



Secretary-Treasurer

Jan 23, 2024 ----- Governance & Planning Session 1:00 PM, Centre for Education (*afternoon only*)

*By Invitation Only:*

Jan 25, 2024 ----- Parkland County and Parkland School Division Joint Meeting 5:00 PM, TBD

*Other – Closed to the Public:*

Dec 05, 2023 ----- Council of School Councils Meeting 6:30 PM, Centre for Education

**NOTICE OF MOTION**

There was no notice of motion.

**TOPICS FOR FUTURE AGENDAS**

There were no topics for future agendas.

**REQUESTS FOR INFORMATION**

There were no requests for information.

**RESPONSES TO REQUESTS FOR INFORMATION**

There were no responses to requests for information.

**IN-CAMERA: LABOUR**

**Res 082-2023**

**MOVED by** Trustee Osborne that the Board of Trustees move to In-Camera at 12:17 p.m.

**CARRIED UNANIMOUSLY**

*The meeting live-stream recording was paused. Associate Superintendent Johnston, Associate Superintendent Dr. Miskolzie and Mr. Weidman exited the public meeting in the Boardroom. Board Chair Stewart, Vice-Chair Wagner, Trustee Hennig, Trustee McCann, Trustee Cameron, Trustee Montgomery, Trustee Osborne, Superintendent Boyce, Deputy Superintendent Francis, Associate Superintendent McFadyen and Ms. Zylla remained in the Boardroom for the In-Camera meeting at 12:17 p.m..*

*Deputy Superintendent Francis exited the In-Camera meeting at 12:27 p.m.*

**MOTION TO REVERT TO A PUBLIC MEETING**

**Res 083-2023**

**MOVED by** Trustee Montgomery that the Board of Trustees revert to a public meeting at 12:32 p.m.

**CARRIED UNANIMOUSLY**

*Mr. Weidman re-entered the Boardroom. The public meeting and live-stream resumed at 12:34 p.m.*

**PARKLAND SCHOOL DIVISION SUPERINTENDENT OF SCHOOLS REAPPOINTMENT AND CONTRACT**

**Res 084-2023**

**MOVED by** Board Chair Stewart that the Board of Trustees approves the reappointment of Shauna Boyce as Superintendent of Schools for Parkland School Division for the June 1, 2024 – May 31, 2029 term, and approves the established terms of her contract and compensation, as negotiated under the *Superintendent of Schools Regulation, Alberta Regulation 98/2019*. Furthermore, the Board of Trustees directs the Board Chair to finalize the contract adjustments to the current contract expiring May 31, 2024, as discussed November 28, 2023.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

The meeting was adjourned at 12:36 p.m.



Board Chair



Secretary-Treasurer