



**MINUTES OF THE  
ORGANIZATIONAL MEETING  
HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY  
PLAIN, ALBERTA ON TUESDAY, JUNE 18, 2024, AT 9:00 AM**

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**TRUSTEE ATTENDANCE:**

Aileen Wagner, Ward 1  
Lorraine Stewart, Ward 2  
Aimee Hennig, Ward 3  
Paul McCann, Ward 4  
Eric Cameron, Ward 5  
Anne Montgomery, Ward 5  
Jill Osborne, Ward 5

**ADMINISTRATION ATTENDANCE:**

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

**REGRETS:**

Scott Johnston, Associate Superintendent

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**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 033-2024**

**MOVED by** Trustee McCann that the Board of Trustees accepts the Organizational Meeting Agenda of June 18, 2024, as presented.

**CARRIED UNANIMOUSLY**

## ELECTION PROCEDURES

### Ballot Vote

**Res 034-2024**

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

**CARRIED UNANIMOUSLY**

### Appointment of Scrutineers

**Res 035-2024**

**MOVED by** Trustee Hennig that Mr. Francis and Dr. Miskolzie be appointed as scrutineers.

**NOTE:** Mr. Francis was appointed scrutineer in Mr. Johnston's absence.

**CARRIED UNANIMOUSLY**

### Election by Simple Majority Vote

**Res 036-2024**

**MOVED by** Trustee McCann 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**

### Appointment of Committees

**Res 037-2024**

**MOVED by** Trustee Cameron 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 Wagner 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 038-2024**

**MOVED by** Trustee McCann 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 2024-2025 Regular Board Meeting in September.

**ELECTION OF VICE-CHAIRPERSON**

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

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

Presiding Chair McFadyen, called a second time for further nominations.

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

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

**Nominations Cease**

**Res 039-2024**

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

**CARRIED UNANIMOUSLY**

Scrutineers distributed ballots to the Trustees.

Trustees Wagner and Hennig each provided a rationale for accepting their nomination to run for Vice-Chair.

Scrutineers collected the votes and exited to count the votes. Scrutineers re-entered the meeting and provided the election results to Presiding Chair McFadyen.

Trustee Hennig was declared Vice-Chairperson of the Board of Trustees, by simple majority vote.

Presiding Chair McFadyen noted that the Oath of Office for Board Vice-Chairperson will occur at the first 2024-2025 Regular Board Meeting in September.

*Presiding Chair McFadyen transferred chair to Board Chair Stewart at 9:16 a.m.*

**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 2024-2025 school year, effective September 1, 2024, as presented at the Organizational meeting of June 18, 2024.

*Trustee Hennig exited the meeting at 9:23 a.m.*

**Res 040-2024**

**PROPOSED AMENDMENT:**

**MOVED by** Trustee Montgomery to remove the bracketed word Alternate from committee appointments 6.2, 6.5, and 6.7.

**DEFEATED 4 to 2**

**IN FAVOUR:** Trustee Montgomery, Trustee Osborne

**OPPOSED:** Trustee Cameron, Trustee McCann, Trustee Stewart, Trustee Wagner

**ABSENT:** Trustee Hennig

**Res 041-2024**

Board Chair re-read the original motion.

That the Board of Trustees appoints the following members as representatives to Committees for the 2024-2025 school year, effective September 1, 2024, as presented at the Organizational meeting of June 18, 2024.

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

*Trustee Aileen Wagner (Representative), Trustee Jill Osborne (Alternate)*

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

*Trustee Jill Osborne, Trustee Aileen Wagner, Trustee Lorraine Stewart (Alternate)*

**Audit Committee:**

*Trustee Eric Cameron, Trustee Anne Montgomery, Trustee Aimee Hennig*

**Benefit Plan Advisory Committee:**

*Trustee Paul McCann*

**Canadian Union of Public Employees (CUPE) Labour Relations:**

*Trustee Aileen Wagner, Trustee Lorraine Stewart, Trustee Paul McCann (Alternate)*

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

*Trustee Paul McCann*

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

*Trustee Aimee Hennig, Trustee Paul McCann, Trustee Lorraine Stewart (Alternate)*

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

*Trustee Eric Cameron (Representative), Aimee Hennig (Alternate)*

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

*Trustee Anne Montgomery*

**Spruce Grove Joint Use Committee:**

*Trustee Anne Montgomery*

**Stony Plain Joint Use Committee:**

*Trustee Paul McCann*

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

*Trustee Jill Osborne, Trustee Eric Cameron, Trustee Paul McCann*

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

*Trustee Lorraine Stewart*

**Ad Hoc Committee: Edwin Parr Selection Committee:**

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

**CARRIED UNANIMOUSLY**

Trustee Hennig was absent for this vote.

Board Chair Stewart provided additional information and responded to questions.

**Res 042-2024**

**DESTRUCTION OF VOTING RECORD**

MOVED by Board Chair Stewart the Board of Trustees authorizes the destruction of any voting record of ballots during the Organizational Meeting of June 18, 2024.

**CARRIED UNANIMOUSLY**

Trustee Hennig was absent for this vote.

*Scrutineer Dr. Miskolzie exited the meeting and destroyed the ballots at 9:27 a.m., returning at 9:28 a.m.*

**Res 043-2024**

**2024-2025 BOARD REMUNERATION**

MOVED by Trustee Cameron that the Board of Trustees approve the Board Remuneration for the 2024-2025 school year.

**CARRIED UNANIMOUSLY**

Trustee Hennig was absent for this vote.

Trustee Cameron provided additional information and responded to questions.

**Res 044-2024**

**ESTABLISHMENT OF 2024-2025 MEETING DATES**

MOVED by Trustee Montgomery that the Board of Trustees approve the 2024-2025 Meeting Dates, as presented at the Organizational Meeting of June 18, 2024.

**CARRIED UNANIMOUSLY**

Trustee Hennig was absent for this vote.

Board Chair Stewart provided additional information and responded to questions.

**Res 045-2024**

**BOARD ANNUAL WORK PLAN 2024-2025**

MOVED by Trustee Osborne that the Board of Trustees approves the 2024-2025 Board Annual Work Plan, as presented at the Organizational Meeting of June 18, 2024.

**CARRIED UNANIMOUSLY**

*Trustee Hennig re-entered the meeting at 9:34 a.m.*

Superintendent Boyce provided additional information and responded to questions.

**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 18, 2024.

Associate Superintendent McFadyen provided additional information and responded to questions.

**ADJOURNMENT**

The meeting was adjourned at 9:36 a.m.

DRAFT