



MEMORANDUM

October 8, 2024
Regular Board Meeting

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

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 September 24, 2024 GPS Meeting.

REPORT SUMMARY

On September 24, 2024, the Governance and Planning Committee met to discuss a number of topics chose 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, September 24, 2024, at 9:00 AM

Attendance:

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

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Board Chair Stewart called the meeting to order at 8:58 a.m.
- 1.2. **Land Acknowledgement:** Chair Stewart acknowledged Treaty Territory.
- 1.3. **Changes to the Agenda:** Add agenda item 4.6 Board Chair Meeting, add agenda item 4.7 Advocacy Plan
- 1.4. **Approval of the Agenda:**
MOVED by Trustee McCann that the Board of Trustees accept the agenda as amended.
CARRIED UNANIMOUSLY
- 1.5. **Approval of the June 11, 2024, GPS Minutes:**
MOVED by Trustee Cameron that the GPS Minutes of August 20, 2024, be approved as presented.
CARRIED UNANIMOUSLY
- 1.6. **Learning Moment:**
Chair Stewart led a discussion focused on how Board Policy 1: Division Foundational Statements and Board Policy 2: Role of the Board support students and families encountering challenges related to poverty.

2. OPERATIONS AND INFORMATION

- 2.1. Annual Education Results Report (AERR) Overview:** Associate Superintendent Johnston requested input from Trustees regarding the governance section of the AERR and the measures Trustees have taken to reach the outcomes from the 2023-2026 Education Plan.
- 2.2. Staffing / Enrolment Update:** Deputy Superintendent Francis shared some updated Human Resources information regarding staffing and Associate Superintendent McFadyen provided preliminary enrolment numbers. A full Enrolment Report will be provided to Trustees at the October 8, 2024, regular Board meeting.
- 2.3. School Tours / Program Tours (purpose):** Superintendent Boyce discussed school tours and their purpose with Trustees, and the possibility of participating in tours featuring programming offered in the Division. Discussion ensued.

Board Chair Stewart called a recess at 10:23 a.m. Meeting resumed at 10:31 a.m.

- 2.4. RRFI* Human Resources Report – Personal Leave Criteria:** Superintendent Boyce shared information relating to the criteria for personal leave, as a response to a request for information by Trustee Montgomery at the September 10, 2024, regular Board meeting.
- 2.5. RRFI* French Immersion Student Teachers / Teacher Practicums:** Deputy Superintendent Francis shared, as a response to Trustee Montgomery's request for information at the September 10, 2024, regular Board meeting, that PSD had two Faculté Saint-Jean teachers do their practicums in PSD during the 2023-2024 school year.
- 2.6. RRFI* Field Trip to Change Health (Alexis Nakota Sioux Nation):** Associate Superintendent Johnston shared, as a response to Trustee Osborne's question at the September 10, 2024, regular Board meeting, that the field trip to Change Health was a curriculum-based field-trip for students pursuing Aboriginal Studies. Discussion ensued.

3. GOVERNANCE

3.1. Association Business:

- 3.1.1. Public School Boards Association of Alberta (PSBAA):** Trustees discussed attendance and preparations ahead of the Fall General Meeting to be held October 16-18, 2024.
- 3.1.2. Alberta School Boards Association (ASBA):** Trustees discussed attendance and preparations ahead of the Fall General Meeting to be held November 17-19, 2024. The ASBA Zone 2/3 Committee will meet with Board Chair Stewart next week to prepare the survey responses for the position statements prior the October 7, 2024, deadline.

3.2. Board Policy Revisions:

- 3.2.1. Board Policy 7: Board Operations:** Board Chair Stewart reviewed the key changes in Board Policy (BP) 7, including the addition of a more substantive public participation section. Discussion ensued.

BP 7 will be further reviewed by the Policy Review Committee and be brought forth to another GPS meeting.

Board Chair Stewart called a lunch recess at 12:05 p.m. Meeting resumed at 12:38 p.m.

3.2.2. Board Policy 8: Board Committees and Representation: Board Chair Stewart reviewed the key changes in BP 8, including updates to committee purpose, powers and duties, membership, voting and non-voting members. Discussion ensued.

BP 8 will be further reviewed by the Policy Review Committee and be brought forth to another GPS meeting.

3.2.3. Policy Review Schedule: Superintendent Boyce discussed and shared the Trustee schedule for reviewing policies for the remainder of the Board's term in office.

3.3. School Council Updates: Trustees provided governance updates from various School Council Meetings they attended.

4. STRATEGIC PLANNING

4.1. Stakeholder Engagement Session Plans (November 27, 2024): Associate Superintendent Johnston discussed the upcoming engagement session planned for November 27, 2024, and requested feedback from Trustees regarding format and topics for discussion.

4.2. Our Region, Our Voice – Chamber of Commerce Event: Board Chair Stewart shared information regarding an upcoming event that the Greater Parkland Regional Chamber of Commerce will be hosting, which will provide a mechanism for constituents to discuss political roles with those currently in elected roles. PSD Trustees have been invited to take part as both presenter and guest. Board Chair Stewart will be representing Trustees and requested feedback from on the highlights of Trusteeship. Discussion ensued.

4.3. Government of Alberta School Construction Accelerator Program: Superintendent Boyce and Associate Superintendent McFadyen discussed the September 17, 2024, public address from Premiere Danielle Smith, specifically the [Government of Alberta School Construction Accelerator Program](#). Discussion ensued.

Trustee Wagner exited the meeting at 3:01 p.m.

4.4. Trustee Summit (October 9-10, 2024): Trustees discussed the upcoming Trustee Summit and the agenda for the two-day work sessions.

4.5. Calendar Dates / Hold Dates: Trustees discussed calendar dates and dates that are 'held' in Trustee calendars.

4.6. Board Chairs Meeting: Board Chair Stewart requested Trustees provide any questions or feedback for the upcoming Board Chairs Meeting September 25, 2024, specifically, questions for the Minister of Education related to capital planning or funding.

4.7. Advocacy Plan: Board Chair Stewart reviewed the Advocacy Plan actions and progress from the 2023-2024 leading into the 2024-2025 school year.

5. IN-CAMERA: LABOUR

MOVED by Trustee McCann that the Board of Trustees move to in-camera at 3:21 p.m.

CARRIED UNANIMOUSLY

Associate Superintendent Johnston, Associate Superintendent Dr. Miskolzie and Mr. Weidman exited the meeting at 3:21 p.m.

Trustee Osborne exited the meeting at 3:54 p.m.

MOTION TO REVERT TO THE REGULAR GPS MEETING

MOVED by Trustee Cameron that the Board of Trustees move out of In-Camera at 3:55 p.m.

CARRIED UNANIMOUSLY

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:

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

6.4. Adjournment: Board Chair Stewart adjourned the meeting at 4:05 p.m.

Next meeting: Tuesday, November 5, 2024, at 9:00 a.m. *(FULL DAY)*