



MEMORANDUM

January 21, 2025
 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 and Representation
 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 approved Minutes from the December 17, 2024, GPS Meeting.

REPORT SUMMARY

On December 17, 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, December 17, 2024, at 9:00 AM

Attendance:

Lorraine Stewart, Board 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

Regrets:

Aimee Hennig, Vice-Chair

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Board Chair Stewart called the meeting to order at 8:59 a.m.
- 1.2. **Land Acknowledgement:** Board Chair Stewart acknowledged Treaty Territory.
- 1.3. **Changes to the Agenda:** There were no changes to the agenda.
- 1.4. **Approval of the Agenda:**
MOVED by Trustee McCann that the Board of Trustees accept the agenda as presented.
CARRIED UNANIMOUSLY
- 1.5. **Approval of the November 5, 2024, GPS Minutes:**
MOVED by Trustee Cameron that the GPS Minutes of November 5, 2024, be approved as presented.
CARRIED UNANIMOUSLY

2. OPERATIONS AND INFORMATION

- 2.1. Enrolment Forecast:** Superintendent Boyce shared that school divisions are required to submit an enrolment forecast to Alberta Education.

Associate Superintendent McFadyen shared that the current enrolment is 12,667 and there is an estimated enrolment increase of 1.6%, to 12,855 students. Discussion ensued.

- 2.2. Spruce Grove West Central Area Structure Plan:** Associate Superintendent McFadyen shared a map with Trustees, which was recently updated by the City of Spruce Grove, indicating the West Central Area Structure Plan. The original area for the future Kindergarten to Grade 9 school, which is currently 5th on our Capital Plan, has been reduced from 5.2 hectares to 3.4 hectares. Discussion ensued.

- 2.3. Collegiate Programming Potential and Application:** Superintendent Boyce shared that the government has solidified the requirements for Collegiate Programming. This is something that Parkland School Division (PSD) is already currently doing, so we are hoping to meet the established requirements and receive the grant(s) that would go along with this program.

Deputy Superintendent Francis indicated that there are 2 different grants. One grant is for Instructional costs and the other for capital planning. Parkland School Division (PSD) is exploring a partnership with Norquest College in the Energy Sector and possible student internship opportunities in Acheson. Discussion ensued.

3. GOVERNANCE

- 3.1. Association Business:**

3.1.1. Public School Boards Association of Alberta (PSBAA): Trustee Cameron shared that there are some professional learning opportunities he is exploring, which will be discussed later in the agenda.

3.1.2. Alberta School Boards Association (ASBA): Trustee Osborne shared information from ASBA regarding legislation.

- **Board Page – PSBAA and ASBA Highlights:** Board Chair Stewart discussed adding PSBAA and ASBA Highlights and links, to Board's Page on the PSD public website.

Superintendent Boyce indicated that Communications would do a 'mock-up' of this addition for Board consideration, for review at a future GPS meeting. Discussion ensued.

3.1.3. Rural Caucus of Alberta School Boards (RCASB): Trustee Montgomery shared questions from a survey from RCASB and requested feedback to submit answers on behalf of the Board.

- 3.2. Canadian School Boards Association (CSBA) Attendance / Presentation:** Board Chair Stewart shared that CSBA has put a call-out for presentations for their July conference and requested Trustees indicate if there is interest in presenting. As PSD presented at last year's conference, Trustees will not submit a presentation this year.

- 3.3. Criminal Record Checks for Trustee Candidates:** Trustees discussed the 'Notice of Motion' from Vice-Chair Hennig, given at the November 26, 2024, Board Meeting, and will add this agenda item to Board Meeting Action Items in the afternoon.

Board Chair Stewart called a recess at 10:37 a.m. Meeting resumed at 10:47 a.m.

- 3.4. Friends of Education Nomination:** Board Chair Stewart shared that the nomination form for the Friends of Education Award will be available in January and requested that Trustees bring forward any nominations to the January 21, 2025, Board Meeting.

3.5. Board Policy Revisions:

- 3.5.1. Board Policy (BP) 8: Board Committees and Representation:** Board Chair Stewart shared that BP 8 will be brought forward for approval in the December 17, 2024, Regular Board Meeting, following the deferment at the November 26, 2024, Regular Board Meeting. Discussion ensued.

- 3.5.2. Board Policy (BP) 11: Board Delegation of Authority:** Board Chair Stewart shared that BP 11 will be brought forward for approval in the December 17, 2024, Regular Board Meeting.

- 3.5.3. Board Policy 14: Appeals to the Board Regarding Teacher Transfers:** Board Chair Stewart and Superintendent Boyce introduced the new BP 14, discussing key changes from the original BP 14: Hearings on Teacher Matters, which are centered around updating what Boards can delegate to a Superintendent according to legislation. Discussion ensued.

- 3.6. Alberta School Councils' Association (ASCA) Grant:** Trustees discussed and agreed to continue allocating \$6,000 to school councils to attend the Alberta School Councils' Association (ASCA) Conference and Annual General Meeting. Discussion ensued.

- 3.7. Supporting International Travel:** Board Chair Stewart discussed how to formalize international exchanges and travel, and how the Board can build upon these international relationships and foster exchange programs. Discussion ensued.

- 3.8. School Council Updates:** Trustees provided governance updates from various School Council Meetings they attended.

4. STRATEGIC PLANNING

- 4.1. Advocacy Plan:** Trustees discussed their Board priorities and how they will advocate and action the following items:

- 4.1.1. Election Materials:** Superintendent Boyce shared information regarding the Election 2025 section of the PSD website, which includes Trustee Responsibilities, Nomination Day, Qualification of Candidates and more. The 2025 PSD Elections Handbook is under development and will take a little time as this is done in conjunction with Parkland County. Discussion ensued.

- 4.1.2. Advocacy Letter Regarding Highway 779:** Board Chair Stewart shared a draft letter regarding the Muir Lake School Speed Zones on highway 779, that will be sent to the Minister of Transportation and Economic Corridors. The letter will be sent jointly from

Parkland County and Parkland School Division once Parkland County reviews and makes any changes or additions.

- 4.2. **November 27th Stakeholder Engagement Report:** Associate Superintendent Johnston provided a draft report regarding information gathered from the November 27, 2024, Stakeholder Engagement Event, focused on Grade 4-6 learners. Associate Superintendent Johnston shared a video from the event and requested Trustees forward any feedback on his report. A full report will be provided at the January 21, 2025, Regular Board Meeting.
- 4.3. **Potential AI Session with Dr. Charmaine Brooks:** Trustee Cameron shared a presentation proposal from Dr. Charmaine Brooks, on a potential 90-minute session on the implications of Artificial Intelligence for school board governance. Discussion ensued.
- 4.4. **Brainstorm of School Activities and Events for Mayor / Councillor Invitation:** Trustees discussed possible events and occasions that an invitation could be extended to municipalities.
- 4.5. **Rotary Interact Bike-a-thon in March 2025 at Memorial Composite High School (MCHS):** Board Chair Stewart requested feedback regarding entering a team in the MCHS annual Bike-a-thon in March.

5. IN-CAMERA: INTERGOVERNMENTAL RELATIONS, LABOUR:

MOVED by Trustee Wagner that the Board of Trustees move to in-camera at 11:50 a.m.

CARRIED UNANIMOUSLY

Associate Superintendent Dr. Miskolzie, Associate Superintendent Johnston and Mr. Weidman exited the meeting at 11:50 a.m.

MOTION TO REVERT TO THE REGULAR GPS MEETING

MOVED by Trustee McCann that the Board of Trustees move out of In-Camera at 12:16 p.m.

CARRIED UNANIMOUSLY

Mr. Weidman re-entered the 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:** Board Policy 14: Appeals to the Board Regarding Teacher Transfers, Stakeholder Engagement Report
- 6.3. **Roundtable Discussion:** Board Chair Stewart closed the session with a roundtable discussion.
- 6.4. **Adjournment:** Board Chair Stewart adjourned the meeting at 12:16 p.m.

Next meeting: Tuesday, January 14, 2025, at 9:00 a.m. **(FULL DAY)**