



MEMORANDUM

May 27, 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 April 29, 2025 and the unapproved Minutes from the May 13, 2025, GPS Meeting.

REPORT SUMMARY

On April 29, 2025 and May 13, 2025, the Governance and Planning Committee met in-person 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:ly



MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Meeting held at the Centre for Education, Boardroom, in Stony Plain, **Alberta**

On Tuesday, April 29, 2025, 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
Lee-Anne Yager, Recording Secretary

1. WELCOME & LEARNING MOMENT

1.1. Call to Order: Board Chair Stewart called the meeting to order at 9:00am.

1.2. Land Acknowledgement: Board Chair Stewart acknowledged Treaty Territory.

1.3. Changes to the Agenda: There are no changes to the agenda.

1.4. Approval of the Agenda:

MOVED by Trustee McCann that the Board of Trustees accept the agenda.

CARRIED UNANIMOUSLY

1.5. Approval of the March 25, 2025, GPS Minutes:

MOVED by Trustee Wagner that the GPS Minutes of March 25, 2025, be approved as amended.

CARRIED UNANIMOUSLY

Amendment: Grammatical changes made to 3.5.1, 5.1 and 5.2.

1.6. Learning Moment:

Board Chair Stewart focused the learning moment on introductions to Lee-Anne Yager as she is new to her role. Trustees welcomed Lee-Anne.

2. OPERATIONS AND INFORMATION

2.1. Specialized Programs Update:

- 2.1.1. **REAL** – Associate Superintendent Dr. Miskolzie shared that an additional REAL (Relating Everyday Academics & Life Skills) classroom will be located in Meridian Heights School. Discussion ensued.
- 2.1.2. **CASA Classroom** – Associate Superintendent Dr. Miskolzie shared that the new CASA classroom for students in grades 4-6 will be located in High Park School. The program will provide mental health supports, speech and language support, occupational therapy support and a trained counsellor along with a teacher. The program will have room and resources for 12 students each semester. The students will return to their designated school after completing a semester. Discussion ensued.
- 2.1.3. **Early Education** – Associate Superintendent Dr. Miskolzie shared that an Early Education classroom is moving to Meridian Heights for the 2025-2026 academic year. Discussion ensued.

2.2. **Division Principal Portfolios:** Superintendent Boyce discussed potential upcoming changes to the Division Principal Portfolios based on priorities identified through Lead Team. Discussion ensued.

2.3. **VTRA Combined Protocol presentation and signing dates:** Associate Superintendent Dr. Miskolzie shared the VTRA Combined Protocol presentation signing ceremony will be held on Thursday, September 25, 2025.

2.4. **Jordan's Principle Funding for 25/26:** Associate Superintendent Dr. Miskolzie shared that Indigenous Services Canada has confirmed that provincial school authorities will no longer be eligible to receive Jordan's Principle funding. PSD continues to await official communication regarding our 2024-2025 application. Trustees discussed related potential advocacy efforts. Discussion ensued.

2.5. **RRFI: School and Program of Choice:** Associate Superintendent Johnston provided a demographic report of School of Choice totals in response to a request for information from Trustee Osborne. Discussion ensued.

3. GOVERNANCE

Association Business:

3.1.1. **Public School Boards' Association of Alberta (PSBAA):** Board Chair Stewart shared an Article for the PSBAA Advocate.

Trustee Cameron shared the PSBAA update on the Environmental Scan. Discussion ensued.

3.1.2. **Alberta School Boards Association (ASBA):** Board Chair Stewart shared ASBA Bylaw Amendments: 3.2.4, 5.1.6, A6.3 and 8.8. Discussion ensued.

Trustee Wagner shared the ASBA Proposed 2025 Budget. Discussion ensued.

3.2. Board Policy Revisions:

3.2.1. Board Policy 16: Recruitment and Selection of Personnel: Superintendent Boyce discussed proposed changes to Board Policy 16. The Policy Review Committee will take back the considerations before the presentation of the policy at the May 27, 2025 Board Meeting.

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

3.4. Review Board Self-Evaluation November 2024: Board Chair Stewart brought forward the Board Self-Evaluation, highlighting processes, successes and what work remains for the board.

Trustee Osborne left the meeting at 1:02 p.m. and returned 1:04 p.m.

4. STRATEGIC PLANNING

4.1. Advocacy Plan: Board Chair Stewart requested Trustees review and make any additions to the Advocacy Plan in preparation for the GPS next meeting.

4.2. Education Plan:

4.2.1. Stakeholder Engagement: Board Chair Stewart and Trustees shared their feedback and thoughts from the Education Planning Day. Discussion ensued.

4.2.2. Discuss 2025-2026 Governance Outcomes: Associate Superintendent Johnston discussed Governance Outcomes and asked Trustees to review the document and provide feedback.

4.2.3. Audit Committee Review of Policy 7.3 Trustee Remuneration Schedule: Trustee Montgomery advised that the audit committee will review remuneration for trustee members appointed to the Labour Relations Committees and may provide further recommendations to the board for consideration. Discussion ensued.

5. CLOSING

5.1. Discussion with Superintendent: Trustees engaged in discussion with Superintendent.

5.2. Topics to come forward to the next Board Meeting: Revised Board Policy 16: Recruitment and Selection of Personnel.

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

5.4. Adjournment: Board Chair Stewart adjourned the meeting at 3:23 p.m.

Next Meeting: May 13, 2025, at 9:00 a.m. *(Full Day)*



MINUTES OF THE GOVERNANCE & PLANNING SESSION (GPS)

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta
On Tuesday, May 13, 2025, 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
Lee-Anne Yager, Recording Secretary

1. WELCOME & LEARNING MOMENT

- 1.1. **Call to Order:** Board Chair Stewart called the meeting to order at 9:00am.
- 1.2. **Land Acknowledgement:** Board Chair Stewart acknowledged Treaty Territory.
- 1.3. **Changes to the Agenda:** Add agenda item 2.5 Education Amendment Act, Add agenda item 5.4 In-Camera – Labour.
- 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 March 25, 2025, GPS Minutes:**
MOVED by Trustee Wagner that the GPS Minutes of April 29, 2025, be approved as presented.
CARRIED UNANIMOUSLY
- 1.6. **Learning Moment:** Board Chair Stewart focused the learning moment on Board Policy 7: 36.1.3. A call for personal reflection. Discussion ensued.

2. OPERATIONS AND INFORMATION

- 2.1. **Education Plan:** Associate Superintendent Johnston presented the draft 2025-2028 Education Plan. This document will be brought to the May 27, 2025 Board Meeting. Discussion ensued.

Trustee Hennig left the meeting at 9:42am and returned at 9:44am.

- 2.2. Milestones and Merits:** Superintendent Boyce shared details regarding the upcoming Milestones and Merits event on Friday May 23, 2025.

Trustee Osborne left the meeting at 9:55am.

- 2.3. Staff BBQ/CFE BBQ:** Superintendent Boyce shared information about the annual PSD family BBQ taking place at Greystone Centennial School on June 14th, and the CFE staff BBQ on June 12, 2025.

Trustee Osborne returned to the meeting at 9:58am.

- 2.4. Staffing Updates:** Superintendent Boyce shared that the first round of Assistant Principal placements would be announced on the PSD website May 13, 2025.

- 2.5. Education Amendment Act** – Superintendent Boyce shared information about the Education Amendment Act, 2024 (formerly Bill 27) Gender Identity, Sexual Orientation and Human Sexuality. Discussion ensued.

3. GOVERNANCE

3.1. Association Business:

- 3.1.1. **Public School Boards' Association of Alberta (PSBAA):** No report.

- 3.1.2. **Alberta School Boards Association (ASBA):** Board Chair Stewart reminded Trustees that our Board sponsored some of the ASBA Bylaw amendments and will speak to them at the ASBA Spring General Meeting.

3.2. Board Orientation Preparation:

- 3.2.1. **Draft Mentoring Package:** Board Chair Stewart shared that she along with Vice Chair Hennig and Trustee Osborne made the recommended changes to the Draft Mentoring Package presented at the last GPS meeting.

Trustee Osborne discussed the onboarding process she used, based on the Medicine Wheel. Discussion ensued.

- 3.2.2. **External Supports:** Superintendent Boyce discussed the potential of engaging external resource people to work with and support the new Board. Discussion ensued.

3.3. Board Policy Revisions:

- 3.3.1. **Board Policy 16: Recruitment and Selection of Personnel:** Superintendent Boyce shared the updates to the Revised Board Policy 16: Recruitment and Selection of Personnel. The Revised Board Policy 16 will be presented at the May 27, 2025 Board Meeting.

Board Chair Stewart shared Board Policies 4 and 17 will be reviewed in the upcoming future. Discussion ensued.

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

Trustee Montgomery left the meeting at 11:33 a.m. and returned at 11:36 a.m.

4. STRATEGIC PLANNING

- 4.1. Advocacy Plan:** Board Chair Stewart requested Trustees review and make any additions to the Advocacy Plan in preparation for the GPS next meeting.

- 4.2. Budget:** Associate Superintendent McFadyen shared the draft presentation of the 2025-2026 Budget. Discussion ensued.

4.2.1. RRFI: Trustee Montgomery requested information regarding targeted and non-targeted funding.

Associate Superintendent McFadyen shared the differences between targeted funding and non-targeted funding and how this affects PSD. Discussion ensued.

Trustee Osborne left the meeting at 12:10 p.m.

- 4.3. 2025-2026 Board Work Plan:** Superintendent Boyce asked Trustees to review the 2024-2025 Board Work Plan for any changes, additions or omissions that would be beneficial to the 2025-2026 Board Work Plan. Discussion ensued.

4.3.1. Oath of Office Administration: Superintendent Boyce asked Trustees to share their recommendations for an official to attend the Swearing-in Ceremony for the new Board. Discussion ensued.

- 4.4. May 23, 2025 MLA Meeting – Topics for Conversation:** Board Chair Stewart shared the two topics of conversation for the May 23, 2025 meeting will be FSCD and Jordan's Principle. All Trustees agreed.

- 4.5. Board Support for COSC Conference Attendance:** Board Chair Stewart reported that school council reps appreciated the opportunity to meet in-person at a local venue to participate in the Alberta School Councils Association's AGM in April 2025.

5. CLOSING

- 5.1. Discussion with Superintendent:** Trustees engaged in discussion with Superintendent Boyce regarding any further questions or requests for additional information.

- 5.2. Topics to come forward to the next Board Meeting:** The 2025-2028 Education Plan, The 2025-2026 Fiscal Budget, The Revised Board Policy 16: Recruitment and Selection of Personnel.

Trustee McCann left the meeting at 1:21 p.m. and returned at 1:23 p.m.

- 5.3. Roundtable Discussion:** Board Chair closed the session with a roundtable discussion.

- 5.4. IN-CAMERA: LABOUR**

MOVED by Trustee Montgomery that the Board of Trustees move to in-camera at 1:25 p.m.

CARRIED UNANIMOUSLY

- 6. Adjournment:** Board Chair Stewart adjourned the meeting at 2:42p.m.

Next Meeting: June 10, 2025, at 9:00 a.m. (Full Day)