



**Grande Prairie  
Public School  
Division**

# Agenda

**Regular Meeting  
of the Board of Trustees of the  
Grande Prairie Public School Division on  
Tuesday, September 10, 2024 6:00 pm**

<b>1. O CANADA, TERRITORIAL LAND RECOGNITION and UNIVERSAL GUIDING PRINCIPLES</b>		
<b>2. ADOPTION OF THE AGENDA</b>		Trustees
<b>3. MINUTES</b>	<ul style="list-style-type: none"> <li>• Organizational Meeting Minutes of August 20, 2024</li> <li>• Regular Board Meeting Minutes of August 20, 2024</li> </ul>	Trustees
<b>4. PRESENTATION or DELEGATION</b>		
<b>5. BUSINESS ARISING FROM THE MINUTES</b>	<ul style="list-style-type: none"> <li>• Laura Noel, Prime Minister's Award for Teaching Excellence Recipient Presentation Date</li> <li>• Reading University</li> </ul>	Sandy
<b>6. BOARD CHAIR/ SUPERINTENDENT'S REPORT</b>	<p>Board Chair Report</p> <ul style="list-style-type: none"> <li>• Meeting with the local MLAs – 2024 08 27</li> <li>• Meeting with Minister of Education – 2024 09 05</li> <li>• Grande Prairie Chamber Event, "Your Region Your Voice"</li> </ul>	Joan
	Superintendent's Report	
	<b>Items for Information</b>	
	<ul style="list-style-type: none"> <li>• All Administrator's Start Up Meeting</li> <li>• 2024 – 2025 Guide to Education Update</li> <li>• College of Alberta School Superintendents (CASS)/Alberta School Business Officials Association (ASBOA) Summer Conference</li> <li>• Early Years Literacy Assessments Preparation</li> <li>• New Social Studies Curriculum Piloting</li> <li>• Apple Schools Pilot</li> <li>• United Way Tools for Schools</li> </ul>	Sandy
	<b>Items for Action</b>	
	<ul style="list-style-type: none"> <li>• Governance Framework</li> <li>• Board Work Plan</li> <li>• New Agenda Concept</li> <li>• Board Meeting Practice and Compensation Review</li> </ul>	

## AGENDA

September 10, 2024

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<b>7. BOARD POLICY REVIEW</b>		
<b>8. ADVOCACY &amp; ENGAGEMENT</b>	Advocacy and Engagement Committee Meeting <ul style="list-style-type: none"><li>• 2024 08 20 Draft Meeting Minutes as Information</li><li>• 2024 09 10 Meeting Update</li></ul>	Joan
<b>9. CULTURE AND ENGAGEMENT</b>		
<b>10. BUSINESS SERVICES</b>	Business Services Report <ul style="list-style-type: none"><li>• Transportation Update for 2024 – 2025 School Year</li><li>• Investment Update</li></ul>	
<b>11. ASBA /PSBAA</b>	Alberta School Boards Association <ul style="list-style-type: none"><li>• Zone 1 Operating Procedures Questions and Review</li></ul>	Joan
<b>12. ALBERTA EDUCATION</b>		
<b>13. COMMITTEE REPORTS</b>	School Council Year-End Report <ul style="list-style-type: none"><li>• Roy Bickell School Council</li><li>• Avondale School Council</li></ul>	Trustees
<b>14. PRESENTATION OR DELEGATION BUSINESS</b>		
<b>15. CORRESPONDENCE</b>	<ul style="list-style-type: none"><li>• HPSD Letter to Ministers and MLAs re Mental Health Proposal 2024 08 13</li><li>• Letter to Minister Sawhney Re: Support for NWP Bachelor of Education Degree 2024 08 21</li></ul>	Trustees
<b>16. NEW IDEAS/NEW ISSUES</b>		Trustees
<b>17. IN CAMERA SESSION</b>		Trustees
<b>18. ADJOURNMENT</b>		Joan

**SUPERINTENDENT'S REPORT****Board of Trustees Regular Board Meeting**

Tuesday, September 10, 2024

Prepared by Sandy McDonald, Superintendent of Schools


**Grande Prairie  
Public School  
Division**
**BUSINESS ARISING****READING UNIVERSITY**

A thank you card from the Dean of Students for the local Grade 3 Reading University is included as correspondence. This year just under 200 local grade 3 students participated in Reading University, representing a 13% increase in attendance over the previous year. 96 of those students (51%) were students from the Grande Prairie Public School Division. Additionally, 21 of 44 staff were employees of the division. As in previous years, the division budgets \$265 per student to support division students to attend.

Reading University has grown and evolved over the past sixteen years since the concept was first introduced in 2008 by community and business leaders Patricia Downes, Linda Side and Rhonda Side, to the late Chris Gonnet, then Superintendent of the Grande Prairie Public School Division. At Reading University, the staff strive to demystify the reading process for students using varied literary experiences in an environment where children are safe to take risks. Students are given new strategies or current strategies are enhanced that support the children's lagging skills to deepen their language acquisition.

Small group instruction is a key structure. This year the organizers provided an adult to student ratio of 1:10, with one teacher and one educational assistant working with an average of 10 in a variety of centres. The centres and learning tasks are specifically designed and created to increase students' reading confidence, decoding, and sight recognition and to increase the automaticity and word recognition when reading. The premise of the program design is to build the solid foundation of word recognition that is needed for language comprehension as students move into grade 4 and beyond.

**ITEMS FOR INFORMATION****ALL ADMINISTRATORS' START UP MEETING**

The first meeting for all administrators occurred on Thursday August 20. The morning was scheduled to provide collaborative time for school leadership teams to revisit the planning done in May and June of the previous school year to develop the year plan for professional learning at each school. The afternoon portion of the meeting provided all instructional and non-instructional system leaders to share key information, review priorities, and answer questions to support school startup.

**2024-2025 GUIDE TO EDUCATION UPDATE**

On August 28, the Deputy Minister released the update to the [Guide to Education](#) for the 2024-2025 school year. The Guide is an important document for school and system leaders to support the delivery of education in the province and is the key education policy repository for the ministry of education. Information and expectations about ECS-12 programming, the delivery of education, and achievement standards are included in the Guide. A [summary of the key changes for the current year](#) is available online, which include but are not limited to:

- the new Standards for the Use of Personal Mobile Devices and Social Media in Schools (Ministerial Order #014/2024).
- information about the Canadian Adult Education Credential (CAEC) given the GED® is no longer available in Canada;
- the extension of the Home Education Kindergarten Pilot to the 2024/25 school year; and

- the updated requirements for Kindergarten to Grade 3 screening assessments in literacy and numeracy for the 2024/25 school year.

### **COLLEGE OF ALBERTA SCHOOL SUPERINTENDENTS (CASS)/ ALBERTA SCHOOL BUSINESS OFFICIALS ASSOCIATION (ASBOA) SUMMER CONFERENCE**

System leadership participated in the CASS/ASBOA conference in Edmonton from August 15-17. This conference was focused on the initial delivery of the course-based learning modules developed by CASS as a condition for regulated membership in the association.

Effective at the start of the current school year, all regulated members of CASS must produce evidence of their successful participation in 30 learning credits each year (1 credit = 1 hour of learning) and they must successfully complete 7 learning modules, based on the Superintendent Quality Leadership Standard, 5 years as part of the continuing education requirement of CASS' professional organization. A structure has been developed to ensure the professional learning members participate in is structured, varied, and flexible to align with the needs of individuals. More information is included in [a summary of the CASS Continuing Education Program](#), available on the CASS public website.

### **EARLY YEARS LITERACY ASSESSMENTS PREPARATION**

On July 5 the Minister announced enhancements to the early years assessment framework, updated to continue to support the development of foundational knowledge in literacy and numeracy. The initial announcement identified changes in the timing and frequency of the mandated provincial assessments.

Upon their return to work in August, and with the release of the General Information Bulletin for the new assessment program, Director of Teaching and Learning, Corinne Kruse, and the curriculum department developed a plan to support the training of teachers needed to administer the new assessments. In response to concerns about the amount of time it is expected teachers will need to implement the assessments, adjustments are also being made to the division's coordinated classroom assessment schedule.

The initial focus of the implementation support plan is on supporting grade 1 teachers and intervention educational assistants to successfully communicate to parents and administer the assessments, which are expected to take 30-minutes per students, by the September 26 timeline for completion established by Alberta Education.

### **NEW SOCIAL STUDIES CURRICULUM PILOTING**

Curriculum department staff are also finalizing the plan to support pilot implementation of some or all of the learning outcomes in the draft K-6 Social Studies curriculum. Well over 100 teachers have indicated it is their intention to participate in the piloting and the curriculum department is working to formalize the list and submit the participant teacher details to Alberta Education to secure funds to provide teacher release time and other supports.

### **APPLE SCHOOLS PILOT**

Over the course of the previous school year, Deputy Superintendent James Robinson and Director of Inclusive Learning Nancy Gorgichuk met with representatives from APPLE Schools to discuss the potential of piloting implementation of the APPLE Schools program, a comprehensive school-based health promotion initiative, in the division schools. The outcome of those meetings is that details are currently being finalized for the program to be implemented in four division schools, at no cost to the division, beginning in January for a period of 2 to 3 years. The four schools selected, based on location,

grade configuration and capacity to implement the program are Avondale Elementary School, Roy Bickell Public School, Crystal Park School, and Alexander Forbes the Academy School.

APPLE Schools is an acronym that stands for A Project Promoting Healthy Living for Everyone in Schools and the program aligns with priority 2 in the division’s 3-Year Education Plan: “The emotional, physical, and mental health of all students and staff is supported”. The program uses a Comprehensive School Health (CSH) approach to empower school communities to lead, choose and be healthy. For the pilot, each of the four schools will be provided a half-time School Health Facilitator (SHF) trained in nutrition, physical activity, and community development. The SHF will work with students, parents, school staff, and community members to develop a school action plan to meet the specific needs of the school.

This is a particularly exciting pilot to come to the division because the connection between personal health and academic outcomes is strong. Research conducted involving the 30,000 students who have participated in the program since its development in 2007 has shown that students in APPLE Schools have better nutrition habits, are more physically active, and are more likely to be a healthy weight than other students across Alberta. They are better learners and score higher on academic tests. These results extend to activity outside of class, and students from all socio-economic backgrounds benefit from APPLE Schools. More information about the location and content of the program will be shared as it is finalized.

#### **UNITED WAY TOOLS FOR SCHOOLS**

Gratitude is again extended to the community of Grande Prairie and to the United Way of Northwestern Alberta, for providing back to school supplies for over 300 GPPSD students this fall through the Tools for Schools Program. School staff and external agencies identified students in need in the spring of last year and backpacks were prepared for individual students. Director of Inclusive Learning, Nancy Gorgichuk, collected the backpacks with the help of division maintenance staff and distributed them to schools at the all administrators meeting on August 20 so students would receive their backpacks in time for the first day of school.



#### **ITEMS FOR FUTURE ACTION**

##### **GOVERNANCE FRAMEWORK**

Attached for trustee review is a draft table of contents for a Governance Framework, as discussed during the Board’s Governance Planning Session held March 25, 2024, and further developed by the Board’s Advocacy and Engagement Committee. As discussed, the Governance Framework is being developed to support the Board’s governance efforts in general, and to specifically make more visible the beliefs, values, and actions that are at the core of board governance in the division. It has also been discussed that this document may be valuable to support candidates considering running for school board trustee in the October 2025 municipal election.

Trustees are asked to review the table of contents and to come prepared to share questions about the purpose of the document and any suggestions for improvement to the content, at the meeting. The

Advocacy and Engagement Committee will make final recommendations for the structure of the content of the framework following the meeting and Administration will be tasked to complete a final draft of the document.

### **BOARD WORK PLAN**

A draft work plan for the year, with dates for committee meetings, is included for review.

### **NEW AGENDA CONCEPT**

Attached for trustee review is a draft template for a new Board Meeting Agenda format, as discussed during the Board's Governance Planning Session held March 25, 2024, which has been reviewed by the Board's Advocacy and Engagement Committee. As discussed previously, the intent of restructuring the agenda is to prioritize and make visible the Board's governance actions at each meeting of the board. Also included is a draft for how the current report would have looked had it been formatted using the new draft agenda template.

Included with the draft template are a suggested list of potential 'Governance Minutes' that trustees might consider speaking about at board meetings each year, if it is the will of the board to include that section in the future.

Trustees are asked to review the two attachments and come prepared to ask any questions, share any concerns, and/or suggest improvements. The potential adoption of the new agenda will be discussed by the Board at a Committee of the Whole meeting on September 24.

### **BOARD MEETING PRACTICE and COMPENSATION REVIEW**

As discussed during the Board planning and evaluation session on August 20, a table summarizing board meeting start times, frequency, and compensation from school divisions across the province has been prepared by administration using information from public websites. The public members of the Audit Committee have been approached, as per motion last year, to review compensation and consider a recommendation to the Board. The board meeting practice information will be presented for board review and discussion at the Committee of the Whole meeting on September 24. When the review of compensation has been completed by the public members of the Audit Committee, a summary document will be shared at a future Committee of the Whole meeting.

# **GRANDE PRAIRIE PUBLIC SCHOOL DIVISION**



## **Grande Prairie Public School Division**

**2024 – 2025 Board Governance Framework  
and  
Annual Work Plan**

## TABLE OF CONTENTS

1. What is Board Governance and Why is this Framework Important?
  - a. Define the Board's Governance Model
    - i. Define governance (fiduciary, strategic, generative: oversight, foresight, insight)
    - ii. Governance board elected to a 4-year term to represent the ratepayers (owners). Add visual.
      1. Operations vs. Governance
    - iii. Board responsibilities established in legislation
      1. Board responsibilities established in policy and enacted in committee and board meetings.
      2. Board Policy One and Universal Guiding Principles
      3. Role of individual trustees and the role of the corporate board
    - iv. GPPSD model is GTEC: Governance through formal engagement and collaboration with the following stakeholder groups:
      1. Government Relations: Meetings with Alberta Education, MLAs, Mayor and Council, and other government officials and/or organizations as necessary.
        - a. Influence
        - b. Importance of Board Advocacy Priorities
      2. TTLC, Employee's Association, School Council Chairs, Student Advisory
      3. School Council Meetings
      4. Professional Associations
    - v. The Board's Mission and Vision for students
  - b. Describe the differing roles of the Board and Superintendent to illustrate the focused role of each and to differentiate between operations and governance
    - i. Policy vs. Administrative Procedure
    - ii. From generative strategy to action: Board workplan vs. 3-year educational plan
  - c. Describe how the Board structures their governance throughout the year
    - i. Describe the importance of the Board Workplan.
    - ii. Board meetings and recording
    - iii. Public participation
  - d. Describe how the Board evaluates their success
    - i. Annual board self-evaluation and annual superintendent evaluation.
    - ii. Measures of student success and operational/financial success
    - iii. Measures of satisfaction
  - e. Other Topics?

## GOVERNANCE IN ACTION

Describe the theme of the Board workplan and attach a copy of the current workplan to the document each year.



## Grande Prairie Public School Division

## DRAFT 2024 – 2025 Board Work Plan



	PUBLIC MEETING DATES	MONTHLY GOVERNANCE ACTIONS	PROFESSIONAL LEARNING
AUGUST	<ul style="list-style-type: none"> <li>2024 08 20 Organizational Meeting</li> <li>Regular Meeting</li> </ul>	<ul style="list-style-type: none"> <li>Board Self-Evaluation 2024 08 20</li> <li>Board Evaluation of Superintendent 2024 08 20</li> <li>Meeting with Local MLAs 2024 08 27</li> </ul>	2024 08 07 – 09 <ul style="list-style-type: none"> <li>PSBC</li> </ul>
SEPTEMBER	<ul style="list-style-type: none"> <li>2024 09 10</li> </ul>	<ul style="list-style-type: none"> <li>Advocacy &amp; Engagement Committee (11:00 am) 2024 09 10</li> </ul>	2024 09 18 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul>
	<ul style="list-style-type: none"> <li>2024 09 24</li> </ul>	<ul style="list-style-type: none"> <li>TEAMS Meeting (1:00 pm) with Minister of Education 2024 09 05</li> <li>Board Policy Committee (11:00 am) 2024 09 24</li> </ul>	
OCTOBER	<ul style="list-style-type: none"> <li>2024 10 08</li> <li>Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>Advocacy &amp; Engagement Committee (11:00 am) 2024 10 08</li> <li>Audit Committee (4:30 pm) 2024 10 08</li> <li>PD Committee Meeting 2024 10 08</li> <li>Review Annual Student Enrollment Summary 2024 10 08</li> <li>Review Annual Exit Survey Report <i>In Camera</i> 2024 10 08</li> </ul>	2024 10 09 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul> 2024 10 16 – 218 <ul style="list-style-type: none"> <li>PSBAA FGM</li> </ul>
	<ul style="list-style-type: none"> <li>2024 10 22</li> </ul>	<ul style="list-style-type: none"> <li>Board Policy Committee (11:00 am) 2024 10 22</li> <li>Board Social 2024 10 26</li> <li>TTLIC Meeting (3:45 pm) 2024 10 29</li> <li>Non-Instructional Support Staff Committee 2024 10 23 (4:15 pm)</li> </ul>	
NOVEMBER	<ul style="list-style-type: none"> <li>2024 11 12</li> </ul>	<ul style="list-style-type: none"> <li>Advocacy &amp; Engagement Committee (11:00 am) 2024 11 12</li> <li>Review Annual Student Attendance Survey 2024 11 12</li> </ul>	2024 11 13 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul>
	<ul style="list-style-type: none"> <li>2024 11 26</li> </ul>	<ul style="list-style-type: none"> <li>Board Policy Committee (11:00 am) 2024 11 26</li> <li>Audit Committee (4:30 pm) 2024 11 26</li> <li>Approve Annual Education Results Report 2024 11 26</li> <li>Approve Audited Financial Statements 2024 11 26</li> <li>Fall Budget Update 2024 11 26</li> </ul>	2024 11 15 - 16 <ul style="list-style-type: none"> <li>PSBC</li> </ul> 2024 11 17 – 19 <ul style="list-style-type: none"> <li>ASBA FGM</li> </ul>

		<ul style="list-style-type: none"> <li>Review Bi-Annual Legal and Insurance Issues Update 2024 11 26 <ul style="list-style-type: none"> <li>Review draft Annual Education Results Report</li> <li>Presentation of Educational Director Work Plans</li> </ul> </li> <li>Council of School Councils (7:00 pm) 2024 11 28</li> </ul>	
DECEMBER	<ul style="list-style-type: none"> <li>2024 12 10</li> <li>Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>Board Assurance Retreat December 5, 2024 (Thursday)</li> <li>TTLIC Meeting (3:45 pm) 2024 12 03</li> <li>Advocacy &amp; Engagement Committee (11:00 am) 2024 12 10</li> <li>Review Annual Class Size Report 2024 12 10</li> <li>Review draft 2025-26 School Year Calendar 2024 12 10</li> </ul>	2024 12 11 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul>
JANUARY	<ul style="list-style-type: none"> <li>2025 01 14</li> <li>Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>Advocacy &amp; Engagement Committee (11:00 am) 2025 01 14</li> <li>Review Annual Student Profile and Specialized Learning Services Report 2025 01 14</li> <li>Review Annual Student Transportation Update 2025 01 14</li> <li>Council of School Councils – Workshop – 2025 01 23</li> </ul>	2025 01 08 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul>
	<ul style="list-style-type: none"> <li>2025 01 28</li> </ul>	<ul style="list-style-type: none"> <li>Board Policy Committee (11:00 am) 2025 01 28</li> <li>Approve 2025 – 2026 School Year Calendar 2025 01 28</li> <li>Review Annual Information Technology Report 2025 01 28</li> <li>Review Annual Student Intervention Programming Report 2025 01 28</li> <li>Review 1<sup>st</sup> Quarter Budget Update 2025 01 28</li> <li>School Assurance <ul style="list-style-type: none"> <li>2025 01 30</li> <li>2025 02 04</li> <li>2025 02 21</li> </ul> </li> <li>PD Committee Meeting 2025 02 06</li> </ul>	
FEBRUARY	<ul style="list-style-type: none"> <li>2025 02 11</li> </ul>	<ul style="list-style-type: none"> <li>Advocacy &amp; Engagement Committee (11:00 am) 2025 02 11</li> <li>Review GPPSD Optimum Learning Framework 2025 02 11</li> <li>Review Annual Programs of Choice Report 2025 02 11</li> <li>TTLIC Meeting (3:45 pm) 2025 02 18</li> <li>Non-Instructional Support Staff Committee (4:15 pm) 2025 02 19</li> </ul>	2025 02 6 - 7 <ul style="list-style-type: none"> <li>PSBC</li> </ul> 2025 02 12 <ul style="list-style-type: none"> <li>ASBA Zone 1</li> </ul>

	<ul style="list-style-type: none"> <li>• 2025 02 25</li> <li>• Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board Policy</b> Committee (11:00 am) 2025 02 25</li> <li>• Develop Budget Process and Budget Development Principles 2025 02 25</li> <li>• Review Annual Division Occupational Health and Safety Report 2025 02 25</li> <li>• Review Annual Division Operations and Maintenance Report 2025 02 25</li> <li>• Review Annual Division Wellness Report 2025 02 25</li> <li>• <b>Council of School Councils</b> Meeting 2025 02 27</li> </ul>	
MARCH	<ul style="list-style-type: none"> <li>• 2025 03 11</li> <li>• Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board Advocacy &amp; Engagement</b> Committee (11:00 am) 2025 03 11</li> <li>• Review draft 3-Year Capital Plan 2025 03 11</li> <li>• Review Annual Indigenous Programming Report 2025 03 11</li> </ul>	2025 03 12 <ul style="list-style-type: none"> <li>• ASBA Zone 1</li> </ul>
	<ul style="list-style-type: none"> <li>• 2025 03 25</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board Policy</b> Committee (11:00 am) 2025 03 25</li> <li>• Approve Annual Division 3-Year Capital Plan 2025 03 25</li> <li>• <b>Board Professional Learning Retreat</b> 2025 03 27               <ul style="list-style-type: none"> <li>○ Learning Focus TBD</li> </ul> </li> </ul>	
APRIL	<ul style="list-style-type: none"> <li>• 2025 04 22</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Advocacy &amp; Engagement</b> Committee (11:00 am) 2025 04 22</li> <li>• Review 2<sup>nd</sup> Quarter Budget Update 2025 04 22</li> <li>• Review Annual Leadership Succession Planning Report <i>In Camera</i> 2025 04 22</li> <li>• Review Annual Division Compensation Report <i>In Camera</i> 2025 04 22</li> <li>• Review Bi-Annual Legal and Insurance Issues Update 2025 04 22</li> </ul>	2025 04 04 – 05 <ul style="list-style-type: none"> <li>• NSBA (Atlanta)</li> </ul> 2025 04 09 <ul style="list-style-type: none"> <li>• ASBA Zone 1</li> </ul> 2025 04 10 – 11 <ul style="list-style-type: none"> <li>• PSBC</li> </ul>
MAY	<ul style="list-style-type: none"> <li>• 2025 05 13</li> <li>• Committee of the Whole</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board Spring Governance Retreat 2025 05 01</b> <ul style="list-style-type: none"> <li>○ Review Draft 3 Year Educational Plan</li> <li>○ Review Draft Division Assurance Summary</li> <li>○ Review 2025-2026 Division Budget Development</li> </ul> </li> <li>• <b>Council of School Councils</b> Meeting 2025 05 08</li> <li>• TTLC Meeting (3:45 pm) 2025 05 06</li> <li>• <b>Advocacy &amp; Engagement</b> Committee (11:00 am) 2025 05 13</li> <li>• Review draft Division 2025-26 Budget 2025 05 14</li> <li>• <b>Non-Instructional</b> Support Staff Committee (4:15 pm) 2025 05 21</li> </ul>	2025 05 14 <ul style="list-style-type: none"> <li>• ASBA Zone 1</li> </ul>

	<ul style="list-style-type: none"> <li>• 2025 05 27</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board Policy</b> Committee (11:00 am) 2025 05 27</li> <li>• Approve Division 3-Year Education Plan 2025 05 27</li> <li>• Approve Division 2025-26 Budget 2025 05 27</li> <li>• Approve Locally Developed Courses 2025 05 27</li> <li>• High School Graduation Celebrations 2025 TBD</li> </ul>	
JUNE	<ul style="list-style-type: none"> <li>• 2025 06 10</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Advocacy &amp; Engagement</b> Committee (11:00 am) 2025 06 10</li> <li>• Review 3<sup>rd</sup> Quarter Budget Update 2025 06 10</li> <li>• Review Annual Summer Operations and Maintenance Report 2025 06 10</li> </ul>	<p>2025 06 01 – 03</p> <ul style="list-style-type: none"> <li>• ASBA SGM</li> </ul> <p>2025 06 03 - 05</p> <ul style="list-style-type: none"> <li>• PSBAA SGM</li> </ul> <p>2025 06 11</p> <ul style="list-style-type: none"> <li>• ASBA Zone 1</li> </ul>
JULY			<p>2025 07 02 - 05</p> <ul style="list-style-type: none"> <li>• CSBA Congress (Winnipeg)</li> </ul>
AUGUST			<p>2025 08 6 – 8</p> <ul style="list-style-type: none"> <li>• PSBC Meeting</li> </ul>



*NOTE: Not all elements included in this template would be used for each meeting. They are included to show where they may fit on the agenda if required.*

**(Draft New) AGENDA**  
**Regular Meeting of the Board of Trustees of the**  
**Grande Prairie Public School Division**  
**Tuesday, Month, Day, Year TIME**

<b>1. CALL TO ORDER and INTRODUCTIONS</b>		
a.	National Anthem, Territorial Land Recognition, and Board Universal Guiding Principles	Board Chair
b.	Adoption of the Agenda	Board Chair
c.	Trustee Declaration of Conflict of Interest (self-declaration)	Trustees
d.	Approval of the Minutes	Board Chair
e.	Business Arising from Previous Minutes	Board Chair
<b>DELEGATIONS AND PRESENTATIONS</b>		
f.	A Governance Minute <i>(see attached for possible topics)</i>	<i>Trustees take turns throughout the year</i>
g.	Identify Delegation and Presenter(s) approved to present as per BP7. Actions arising in 29, below.	Board Chair
<b>PRESENTATION AND DISCUSSION OF REPORTS</b>		
h.	Board Chair Report	Board Chair
i.	Reports from Administration ( <b>motion required is specific actions arise from reports. Motion to accept for information if no actions identified).</b> <i>Reports shall make visible the connection to Board Policy and the Role of the Board</i>	Board Chair
j.	Alberta School Boards Association Update	ASBA Rep
k.	Public School Boards Association of Alberta Update	PSBAA Rep
l.	Negotiations Committee	Negotiations Committee Chair
m.	Audit Committee	Audit Committee Chair
n.	Teacher Trustee Liaison Committee	TTLIC Rep
o.	Non-Instructional Employees Association Committee	Non-Instructional Rep
p.	Professional Development Fund Committee	PD Fund Rep
q.	Board Policy Committee	Policy Comm. Chair
r.	Advocacy and Engagement Committee	A & E Chair
s.	Trustee Student Advisory Committee	SA Trustee Rep

t.	Board Evaluation Committee	Eval Comm. Chair
u.	School Council Update and Reports	Board Chair
v.	Individual Trustee Reports (replacing new ideas)	Trustees
w.	Superintendent's Report (highlights from Alberta Education, schools and/or operations that celebrate staff, are important information to share publicly, etc.)	Superintendent
x.	Associate Superintendent of Business Services Report (similar items to Superintendent Report)	Associate Superintendent
<b>NEW BUSINESS</b>		
y.	Trustee Professional Learning (Roundtable summaries of recent events and/or upcoming learning opportunities. Trustees report back highlights of what they learned and its connection to their governance role)	Trustees
z.	Board Workplan Review (individuals identify upcoming notice of motions, identify/discuss topics for future agendas, make requests for information from administration, and/or other actions arising from the review of the plan.)	Board Chair
aa.	Upcoming Dates and Events (indiv. trustees identify important events between now and the next meeting that illustrate the Board's governance role.	Trustees
bb.	Correspondence (include copies of correspondence sent and/or received) and discussion of correspondence	Board Chair
cc.	In-Camera (when the majority of Trustees are of the opinion that it is in the public interest to discuss any matter in private, the Board may move by resolution and public vote to move the meeting in camera interest)	Board Chair
dd.	Actions Arising from In-Camera Discussion	Board Chair
ee.	Actions Arising from Presentations or Delegations	Board Chair
ff.	Adjournment	Board Chair

### **A GPPSD Governance Minute**

Potential topics to address at Board meetings could include, but are not limited to:

- What does 'governance' mean?
- How is governance put into Action?
- What authority does the Board have?
- What authority do individual trustees have?
- What is the role of the Board Chair and how is the Chair selected?
- How are trustees expected to behave, and what happens if there are concerns?
- What is in Board Policy 1 and why is it important?
- What are the Board's Universal Guiding Principles?
- What happens at Board Meetings?
- How does the Board know what students, staff, and parents think about our division?
- How does the Board assess division progress?
- How does the Board assess their own work?
- How does the Board respond to complaints from parents, teachers, or students?
- What is the Board's Workplan, and how does it guide the Board's work?
- What is the Board's relationship with the Superintendent?
- How does the Board assess the Superintendent's work?


**NEW AGENDA**

**Regular Meeting of the Board of Trustees of the  
Grande Prairie Public School Division  
Tuesday, September 10, 2024, 6:00 PM**

**1. CALL TO ORDER and INTRODUCTIONS**

a.	National Anthem, Territorial Land Recognition, and Board Universal Guiding Principles	Board Chair Nellis
b.	Adoption of the Agenda	Board Chair Nellis
c.	Trustee Declaration of Conflict of Interest (self-declaration)	Trustees
d.	Approval of the Minutes <ul style="list-style-type: none"> <li>Organizational Meeting Minutes of August 20, 2024</li> <li>Regular Board Meeting Minutes of August 20, 2024</li> </ul>	Board Chair Nellis
e.	Business Arising from Previous Minutes <ul style="list-style-type: none"> <li>Laura Noel, Prime Minister's Award for Teaching Excellence Recipient Presentation Date</li> <li>Reading University</li> </ul>	Board Chair Nellis

**2. DELEGATIONS AND PRESENTATIONS**

a.	A Governance Minute <i>(see attached for possible topics)</i>	<i>Trustees take turns throughout the year</i>
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**3. PRESENTATION AND DISCUSSION OF REPORTS**

a.	Board Chair Report: <ul style="list-style-type: none"> <li>Meeting with the local MLAs – 2024 08 27</li> <li>Meeting with Minister of Education – 2024 09 05</li> <li>Grande Prairie Chamber Event, “Your Region Your Voice”</li> </ul>	Board Chair Nellis
b.	Advocacy and Engagement Committee <ul style="list-style-type: none"> <li>2024 08 20 Draft Meeting Minutes as Information</li> <li>2024 09 10 Meeting Update</li> </ul>	A & E Chair
c.	Board Evaluation Committee <ul style="list-style-type: none"> <li>Update on Board Evaluation Process</li> </ul>	Trustee Koch
d.	Individual Trustee Reports (round table)	Trustees
e.	School Council Update and Reports <ul style="list-style-type: none"> <li>Year End Report – Roy Bickell School Council</li> </ul>	Board Chair Nellis



e.	<p>Superintendent’s Report</p> <p><b>Items for Information</b></p> <ul style="list-style-type: none"> <li>• All Administrator’s Start Up Meeting</li> <li>• 2024 – 2025 Guide to Education Update</li> <li>• College of Alberta School Superintendents (CASS)/Alberta School Business Officials Association (ASBOA) Summer Conference</li> <li>• Early Years Literacy Assessments Preparation</li> <li>• New Social Studies Curriculum Piloting</li> <li>• Apple Schools Pilot</li> <li>• United Way Tools for Schools</li> </ul> <p><b>Items for Action</b></p> <ul style="list-style-type: none"> <li>• Governance Framework</li> <li>• Board Work Plan</li> <li>• New Agenda Concept</li> <li>• Board Meeting Practice and Compensation Review</li> </ul>	Superintendent McDonald
f.	<p>Associate Superintendent of Business Services Report</p> <ul style="list-style-type: none"> <li>• Transportation Update for the 2024-2025 School Year</li> <li>• Guaranteed Investment Certificate (GIC)</li> </ul>	Associate Superintendent Oladele

#### 4. NEW BUSINESS

a.	Trustee Professional Learning (Roundtable summaries of recent events and/or upcoming learning opportunities)	Trustees
b.	Board Workplan Review	Board Chair Nellis
c.	Upcoming Dates and Events	Trustees
d.	<p>Correspondence</p> <ul style="list-style-type: none"> <li>• HPSD Letter to Ministers and MLAs re Mental Health Proposal 2024 08 13</li> <li>• Letter to Minister Sawhney Re: Support for NWP Bachelor of Education Degree 2024 08 21</li> <li>• Thank You Card from Reading University</li> </ul>	Board Chair Nellis
e.	<p>In-Camera</p> <ul style="list-style-type: none"> <li>• A motion is requested to move in-camera to discuss a legal update and to review the final draft of the Annual Superintendent’s Evaluation.</li> </ul>	Board Chair Nellis
f.	Actions Arising from In Camera Discussion	Board Chair Nellis
g.	Actions Arising from Presentations or Delegations	Board Chair Nellis
h.	Adjournment	Board Chair Nellis

