

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Board Chair Nellis called the Regular Meeting to order at 6:00 p.m., acknowledged that the Board is on Treaty 8 Land, and reviewed the Division's Universal Guiding Principles, with the following present:

**PRESENT**

Trustees Johnston, Koch, Martin, Nellis, Ouellette, Superintendent McDonald, Deputy Superintendent Robinson, Associate Superintendent Oladele, Executive Assistant Business Services Crichton, (recorder), and Secretary to the Board Fredland (minutes).

Attending Virtually: Vice Chair Koch

Regrets: Trustee Buziak

**ADOPTION OF AGENDA**

Adoption of Board Agenda

The Board reviewed the Regular Meeting agenda.

The Board agreed to the following additions to the agenda:

- *Wreath Laying by Trustee at Cenotaph*, under 3.g, Trustee Professional Learning and Sharing;
- *Volunteers for Board Holiday Card Art Contest*, under 3.g, Trustee Professional Learning and Sharing; and
- *Public School Boards' Association of Alberta Membership Fees*, under 3.c Public School Boards' Association of Alberta Update.

**MOTION:** Trustee Ouellette moved that the Board adopt the Regular Meeting agenda as amended.

UNANIMOUSLY CARRIED 15677

**TRUSTEE SELF-DECLARATION OF CONFLICT OF INTEREST**

No conflicts.

**MINUTES**

Regular Board Meeting of October 8, 2024

The Board reviewed the Regular Board Meeting minutes of October 8, 2024.

**MOTION:** Trustee Ouellette moved to adopt the minutes of the Regular Board Meeting of October 8, 2024, as circulated.

UNANIMOUSLY CARRIED 15678

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

**BUSINESS ARISING FROM THE MINUTES**

Municipal Affairs Statutes Amendment Act, 2024 – Bill 20

As requested at the October 8, 2024, Regular Board meeting, Administration provided a report summarizing the references to school division elections and operations in the Municipal Affairs Statutes Act for Trustee review and to support discussion about the development of potential Board bylaws as a response to the proposed legislation.

Trustee Koch joined virtually at 6:10 p.m.

Following discussion, the Board directed Administration to develop a process to create a bylaw regarding criminal record checks and the possible requirement of a deposit required prior to running as a School Board Trustee in the next Municipal Election.

Fall Board Retreat and Professional Learning Retreat Planning

At the October 8 meeting of the Board, Trustees chose to add 'Election Planning' to the afternoon agenda for the Board Planning Retreat scheduled for December 5, 2024, in the Board Room at the division office.

Trustees were asked to bring to the October 22 meeting any professional learning opportunities they would like to focus on for the Board's Professional Learning Day, scheduled for March 27. Identifying potential topics will support administration in reaching out to potential consultants, if needed. Following discussion, Administration will do some preliminary investigating for potential consultants to present to the Board regarding two possible topics: 1) Policy Development and Review, and 2) Trustee Ethics and Accountability. This will be brought back to the Board at a future Board meeting.

**DELEGATIONS AND PRESENTATIONS**

No presentation.

**PRESENTATION AND DISCUSSION OF REPORTS**

Board Chair Report

- Nothing to report.

Alberta School Boards Association of Alberta (ASBA)

- Zone 1 Meeting  
Trustee Nellis reported to the Board regarding the ASBA Zone 1 meeting held September 9, 2024, in Peace River.
- Zone 1 Bylaws Discussion  
Trustees were provided with the ASBA Zone 1 Bylaws to review in preparation for the ASBA Zone 1 Annual General Meeting taking place November 13, 2024.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Public School Boards' Association of Alberta (PSBAA)

- Administration reported to the Board that an invoice has been received from PSBAA for the 2025 membership fees. Following discussion, the Board advised Administration to pay the invoice for the PSBAA 2025 membership fees.

Negotiations Committee

- The Non-Instructional Support Staff Bargaining that was held October 15, 2024, will be reported on by the Associate Superintendent of Business Services.

Board Policy Committee

- Trustee Koch reported to the Board regarding the Board Policy Committee meeting that was held October 22, 2024. The Committee is recommending approval of revisions to the following policies:

Board Policy 7 – Board Operations, Section 11

The Board reviewed the recommended revisions to Board Policy 7, Board Operations, Section 11.

**MOTION:** Trustee Koch moved that the Board approve the revisions to Board Policy 7, Board Operations Section 11, as presented and discussed.

UNANIMOUSLY CARRIED 15679

- Board Policy 8 – Committees of the Board, Appendix G  
The Board reviewed the recommended revisions to Board Policy 8, Committees of the Board, Appendix G, Advocacy and Engagement Committee.

**MOTION:** Trustee Koch moved that the Board approve the revisions to Board Policy 8, Committees of the Board, Appendix G, Advocacy and Engagement Committee, as presented and discussed.

UNANIMOUSLY CARRIED 15680

- Board Policy 17 – School Closure or Reconfiguration of Schools  
The Board reviewed the recommended revisions to Board Policy 17, School Closure or Reconfiguration of Schools.

**MOTION:** Trustee Koch moved that the Board approve the revisions to Board Policy 17, School Closure or Reconfiguration of Schools as presented and discussed.

UNANIMOUSLY CARRIED 15681

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Board Policy 13, Appeals Regarding Teacher Transfers was reviewed and any recommended changes will be brought to the Board on November 26, 2024.

The Committee discussed the development of a Board Policy Review workplan and will review Board Policy 20 at the next Committee meeting, and cycle through policies starting at Board Policy 1, adding any urgent policy reviews as needed.

Education Foundation Committee Meeting

- Trustee Martin reported to the Board regarding the Education Foundation Committee meeting that was held October 10, 2024. The Striving for Excellence event has been tentatively booked for December 3, 2024. The date will be shared with the Board of Trustees once finalized.

School Council Update and Reports

- Year End Reports  
The Board was presented with year end reports for the 2023 – 2024 school year from the following School Councils, as information:
  - Crystal Park School Council
  - GP Christian School Council
  - I.V. Macklin School Council

Individual Trustee Reports

Trustee Koch advised that she would be pleased to lay a wreath on behalf of the Division for the Army, Navy and Air Force Veterans Ceremony scheduled for Remembrance Day.

Discussion was held regarding the Trustee judges for the Board Holiday Card art contest. Trustees Koch, Johnston and Martin volunteered to be judges this year.

Trustee Koch reported to the Board that the Alberta School Boards Association Trustee Certification Program has been cancelled.

Trustee Ouellette reported to the Board that parent participation is strong at the School Councils he has been liaising with.

Trustee Nellis advised the Board that the Charles Spencer High School production of Mean Girls is scheduled for November 22 to 24, 2024, and tickets are selling fast.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Superintendent's Report

**Items for Information**

Superintendent McDonald presented the Superintendent's Report provided to the Board as information regarding the following:

- Canadian Association of Communicators in Education (CACE) Bravo Awards  
Congratulations are due to Mrs. Shannon Stambaugh, Division Communication Officer, for her recognition by CACE as one of the 2024 BRAVO Award winners. Shannon was nominated for her role supporting the modernization of the division's website and the Kindergarten Registration campaign and will be celebrated at the annual CACE conference in Calgary at the end of October.
- Student Advisory – October 25, 2024  
The first Trustee Student Advisory meeting of the year is scheduled for Friday, October 25 at Charles Spencer High School. A year plan for this year's Trustee Student Advisory Committee was presented to the Board as information.
- Education Research & Development & Innovation (ERDI) – Fall 2024  
Superintendent McDonald reported to the Board regarding the ERDI Fall Conference that he attended in St. John's Newfoundland from Wednesday October 16 to Saturday, October 19. ERDI conferences provide a forum for meaningful dialogue between business leaders and chief executive officers (CEOs) and chief education officers of key school districts/boards across Canada. All expenses for superintendent participation are covered by ERDI.
- Teacher Mentorship – Day 1  
The first day of the teacher mentorship program was held October 16 at Central Office. The Mentorship Program is a partnership between the division and Trumpeter Local 26 of the Alberta Teachers' Association (ATA). This year, the 18 pairs of first year teachers and veteran mentor teachers will be meeting together as a large group on two days, supported by Director of Teaching and Learning Corinne Kruse and Alexander Forbes, teacher Rhonda Schneider from the ATA local, and a professional learning facilitator from the provincial Association. Each mentorship pairing will also work together throughout the year.
- CASA Classroom Update  
Director of Inclusive Learning, Nancy Gorgichuk, is continuing to lead exploring the potential of implementing a [CASA Classroom](#) in Grande

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Prairie. CASA Classrooms are a partnership between the CASA Mental Health Organization and school divisions in Alberta and provide intensive wrap-around supports and services to students who qualify and their families. More information will be provided as it is available.

- **Administrative Procedure 350.3 – Personal Mobile Devices and Social Media in Schools**  
Work to develop the Administrative Procedure to support the Ministerial Order on the use of personal mobile devices and social media continues. A draft Administrative Procedure has been developed by Director Student Supports, Paul Therrien, and was provided to the Trustees as information. The Administrative Procedure will be reviewed again by administrators at the October 23<sup>rd</sup> All Administrator Meeting and will be reviewed by the Student Advisory Committee on Friday, October 25, and will be taken to School Councils for discussion when it is complete.
- **School Annual Education Results Report Meetings**  
School administration teams have been working together in small groups to develop their school Annual Education Results Reports (AERR). These collaborative AERR planning meetings are a new strategy to support school administrators in their planning and reporting, and are organized by Director of System Planning, Kim Frykas.
- **Board Social Update**  
Approximately 500 guests are expected to attend the 55<sup>th</sup> Annual Board Social on Saturday, October 26. As requested by the Board at the October 8 meeting, trustees have been assigned the following roles:
  - Retirees – Chair Nellis
  - 10 Year Long Service – Trustee Ouellette
  - 15 Year Long Service – Vice Chair Koch
  - 20 Year Long Service – Trustee Martin
  - 25 Year Long Service – Trustee Johnston
  - 30 Year Long Service – Trustee Johnston
  - 35 Year Long Service – Trustee Johnston
  - 40 Year Long Service – Trustee Johnston
  - Exemplary Staff – Chair Nellis
- **Updated Board Workplan**  
The updated Board workplan was submitted to the Board as information.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT CENTRAL OFFICE ON **October 22, 2024**

Associate Superintendent of Business Services

- **Transportation Update**  
After 11 years of dedicated service, the Division's Transportation Coordinator has resigned, effective October 31, 2024. The search for a replacement is currently underway.
- **Non-Instructional Staff Bargaining Update**  
Negotiations with the Non-Instructional Staff commenced on October 15, 2024, and will reconvene in November.
- **Association of School Business Officials of Alberta (ASBOA) Secretary Treasurer Boot Camp**  
Associate Superintendent Oladele attended the Association of School Business Officials of Alberta (ASBOA) Secretary-Treasurer Bootcamp in Edmonton October 17 and 18, 2024. The Bootcamp is a professional development program designed for new school business officials and administrators, focusing on enhancing skills and knowledge in areas such as budgeting, finance, human resources, and overall school operations.

**NEW BUSINESS**

Trustee Professional Learning and Sharing

- **ASBA Speaker's Corner - How Culturally Responsive Governance & Leadership in Education Impacts Student Learning**  
Board Chair Nellis reported to the Board regarding the ASBA Speaker's Corner held virtually on October 21, 2024.

Upcoming Dates and Events

- **Public School Boards' Association of Alberta (PSBAA)**  
Trustee meeting with the PSBAA Executive, October 29, 2024.

Correspondence

- **Letter from Livingstone Range School Division to the Minister of Education 2024 10 08**

Next Board Meeting and Adjournment

The next meeting of the Board of Trustees is scheduled for Tuesday, November 12, 2024, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 7:25 p.m.

---

Chair

---

Secretary-Treasurer