



**Sturgeon  
Public Schools**

**Minutes of the Meeting of  
The Board of Trustees of  
The Sturgeon Public School Division  
Held at Morinville on February 22, 2023**

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**PRESENT**

Ms. Irene Gibbons, Vice Chair  
Mrs. Cindy Briggs, Trustee  
Mrs. Janine Pequin, Trustee (*arrived at 9:07 a.m.*)  
Mrs. Stacey Buga, Trustee  
Mrs. Tasha Oatway-McLay, Trustee (*left at 11:16 a.m.*)  
Ms. Trish Murray-Elliott, Trustee  
Mrs. Shawna Warren, Superintendent  
Mr. Jonathan Konrad, Deputy Superintendent, Education Services  
Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services  
Mrs. Lisa Lacroix, Associate Superintendent, Human Resources (*arrived at 9:07 a.m. and left at 10:24 a.m.*)

**REGRETS**

Mr. Joe Dwyer, Chair

**CALL TO ORDER**

The Vice Chair called the meeting to order at 9:00 a.m.

**LAND ACKNOWLEDGEMENT**

Trustee Cindy Briggs read the Land Acknowledgement Statement.

**APPROVAL OF AGENDA**

#007/2023 – Moved by Mrs. Cindy Briggs that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**APPOINTMENTS**

**APPROVAL OF MINUTES**

#008/2023 – Moved by Mrs. Stacey Buga that the minutes of the Regular Meeting of January 25, 2023, be approved as presented.

CARRIED UNANIMOUSLY

## **PRESENTATIONS**

Learning Services presentation by Shelley Greenwood, Director of Learning Services, Shannon Chabot, Coordinator of Student Services, Shay Penner, Coordinator of Learning Services, and Michele Parker, Coordinator of Mental Health & Wellness.

STEAM Presentation by Alternate Learning students occurred closer to 10:30 a.m. to allow time for students to arrive at Central Office.

## **REPORTS FROM SENIOR EXECUTIVE**

### **Digital Citizenship Presentations**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Digital Citizenship Presentations.

### **Off-Campus and Dual Credit Update**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Off-Campus and Dual Credit Update.

### **Pride Week 2023**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, a memo on Pride Week 2023.

Sturgeon Public Schools is committed to maintaining safe and caring schools that respect diversity and foster a sense of belonging for all students and staff, including those who identify as sexual or gender minorities.

Within the Division, there are SAFE Contact Cohort of teachers (1 per school) who are the key point person for staff, to facilitate staff learning, be a support to staff when students or their family members are coming out or transitioning and to help develop awareness around relevant Sturgeon Public School Division policies and procedures. The cohort meets at least four times per year. To guide the work, there is also a Steering Committee which supports the cohort meetings. The Steering Committee members consist of:

- Sturgeon School Division Senior Administration Representative or Designate
- Sturgeon School Division Administrator
- Sturgeon School Division Counsellor
- Sturgeon ATA Local Executive Member
- Sturgeon ATA Local Diversity, Equity and Human Rights Committee Chair

All schools are open to creating Gay-Straight Alliance (GSA) groups/clubs which are teacher-supported school-based groups that work to create welcoming, caring, respectful and safe spaces for sexual and gender minority students and their allies in schools. Currently, within the Division there are nine schools that have a group/club of students to continue this work.

Since 2017 Sturgeon Public School Division has celebrated Pride Week to honour diversity and uniqueness. Because Monday, June 5, 2023, is a PD Day, Pride Week will be four days this year and run from Tuesday, June 6 to Friday, June 9, 2023. Each grade in each school historically has a daily classroom activity that celebrates individuality and promotes equity, respect, acceptance, acknowledgement and inspiration for self and others.

Examples of Pride-themed activities across the Division have historically included:

Grades K-4	Grades 5-9	Grades 10-12
Writing and painting inspiration words on rocks	Painting rocks expressing their own identity	Pride Cake Walk (version of Musical Chairs)
Tie dye shirts, socks, and bandanas	Going on a family colour walk with their family (share photos)	Pride Lane: Sidewalk chalk; leave a message on "Pride Lane"
Celebrate with colourful cookies	Pride Lane: Sidewalk chalk; leave a message on "Pride Lane"	Read a story about uniqueness and diversity
Pride-themed door decorating contest	Word theme door decorating contest	Importance of Pride and Why it is in June, Google Stream Post
Bracelet making using beads or string, and inspirational words	Google slide about diversity and class discussion	Decorate fences (Pride colours) around the school
Proud to Be Me activities	Class discussions about the meaning of the rainbow colours	Dressing in colours for Pride during the week

### **Communications Report – February 2023**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Communications Report for February 2023.

### **Monthly Financial Report – January 2023**

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services, brought forward as information, the Monthly Financial Report – January 2023.

### **Monthly IT Report – February 2023**

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Monthly IT Report – February 2023.

### **2022-2023 Superintendent Discretionary Fund**

Mrs. Shawna Warren, Superintendent, brought forward as information, the 2022-2023 Superintendent Discretionary Fund update.

January 20, 2023 – February 15, 2023, the following additional staffing FTE and resources have been added to schools using Superintendent Discretionary Fund dollars:

- École Morinville Public – Additional FTE for part-time French Immersion teacher to provide leadership to the French Immersion team for the remainder of the school year.
- Guthrie School – Additional administration time to rebuild the framework for Makerspace/STEAM programming for the 2023-2024 school year.

February 14, 2023, the Division received a second payment of \$8,280 in Supplemental Enrolment Growth Funding for the 2022-2023 school year.

Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
<b>Direct staffing to schools (K- 12)</b>					
Teachers					
ÉMPS	0.08		\$ 7,785	Sunday, February 6, 2022	
Guthrie	0.25		\$ 25,950	Friday, January 27, 2023	
Landing Trail	0.50		\$ 51,900	Thursday, January 19, 2023	
ÉMPS	0.50		\$ 51,900	Monday, January 16, 2023	
Gibbons	0.30		\$ 31,555	Tuesday, January 3, 2023	
Four Winds	0.425		\$ 29,337	Tuesday, November 22, 2022	
Guthrie	0.1		\$ 10,380	Retroactive to August 26, 2022	
Redwater	0.8		\$ 83,040	Monday, Oct 4, 2022	
Gibbons	0.12		\$ 12,456	Friday, September 16, 2022	
Redwater	0.63		\$ 65,394	Thursday, September 1, 2022	
Gibbons	0.7		\$ 72,660	Thursday, September 1, 2022	
Gibbons	0.6		\$ 62,280	Tuesday, May 24, 2022	
ÉMPS	1.0		\$ 103,800	Tuesday, May 31, 2022	
LS	0.5		\$ 46,710	Monday, June 27, 2022	
FWPS	0.2		\$ 20,760	Friday, July 1, 2022	
Guthrie	1.0		\$ 103,800	Tuesday, May 10, 2022	
<b>Total</b>	<b>7.65</b>	<b>\$103,800.00</b>			<b>\$779,707.20</b>
<b>Direct staffing to schools (K- 12)</b>					
CUPE					
EA OLEP	0.184	\$48,700.00	\$8,960.80	Friday, October 14, 2022	
SCHS Office Clerk	1	\$49,200.00	\$49,200.00	Wednesday, May 25, 2022	
LS Library Tech	0.4	\$35,700.00	\$14,280.00	Monday, June 27, 2022	
<b>Total</b>	<b>1.58</b>				<b>\$72,440.80</b>
<b>Other</b>					
Human Resources Advisor	\$0.80		\$55,424.00	Friday, October 14, 2022	
Musical Instruments for Legal Public School			\$6,070.60	Thursday, December 8, 2022	
<b>Total</b>					<b>\$61,494.60</b>
<b>Total Costs</b>					<b>\$913,642.60</b>
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, February 14, 2023	<b>\$8,280.00</b>
Alberta Ed. Supplemental Enrolment Growth Funding				Tuesday, November 8, 2022	<b>\$129,420.00</b>
<b>Total budget remaining</b>					<b>\$24,057.40</b>

## REPORTS FROM TRUSTEES AND STANDING COMMITTEES

### CHAIR'S REPORT

No report was provided.

### TRUSTEES' REPORTS

Verbal and written reports were provided.

#### Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School Council and Program Support Society Meeting (*February 28*)
- Transportation Committee Meeting (*February 8*)
- Committee of the Whole Meeting (*February 8*)
- Community Services Advisory Board Meeting (CSAB) (*February 13*)
- Redwater Town Council Meeting (*February 15*)
- Bus Contractors Meeting (*February 16*)
- Public Board Meeting (*February 22*)
- Advocacy Committee Meeting (*February 22*)
- Building and Maintenance Committee Meeting (*February 22*)
- Legal Chamber Meeting (*February 23*)
- Community Breakfast at Bon Accord Community School (*February 24*)
- Lilian Schick School Council and RPA Meeting (*February 27*)

#### Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Advocacy Committee Meeting (*February 23*)
- ASBA Coffee Conversations (*February 28*)
- ASBA Zone 2/3 virtual (*February 24*)

- Audit, Finance, and Human Resources Committee Meeting (*February 22*)
- Building and Maintenance Committee Meeting (*February 22*)
- Bus Contractors Meeting (*February 16*)
- Committee of the Whole Meeting (*February 8*)
- ÉMPS School Council (*February 6*)
- First Nations' Educators Conference (*February 1 & 2*)
- Four Winds School Council (*February 16*)
- Four Winds science fair (*February 17*)
- Legal Chamber AGM (*February 23*)
- Public Board Meeting (*February 22*)
- SPVA/Learning Centre School Council (*February 14*)
- Student Advisory Committee Meeting (*February 27*)
- Town of Redwater Meeting (*February 15*)
- Transportation Committee Meeting (*February 8*)

#### **Trustee Gibbons (Gibbons/Lamoureux)**

Trustee Gibbons reported that she attended:

- Advocacy Committee Meeting (*February 22*)
- Audit, Finance and Human Resources Committee Meeting (*February 22*)
- Building and Maintenance Committee Meeting (*February 22*)
- Committee of the Whole Meeting (*February 8*)
- Gibbons School Council Meeting (*February 13*)
- Landing Trail School Council Meeting (*February 16*)
- Public Board Meeting (*February 22*)

#### **Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)**

Trustee Murray-Elliott reported that she attended:

- Advocacy Committee Meeting (*February 22*)
- ASBA Strategic Thinking PD (*February 23*)
- Audit, Finance and Human Resource Committee Meeting (*February 22*)
- Building and Maintenance Committee Meeting (*February 22*)
- Bus Contractors Meeting (*February 16*)
- Committee of the Whole Meeting (*February 8*)
- Meeting with Town of Redwater Council (*February 15*)
- PSBC Business Meeting (*February 10*)
- PSBC Dinner and Speaker (*February 9*)
- Public Board Meeting (*February 22*)
- Student Advisory Committee Meeting (*February 27*)
- Sturgeon Composite High School, School Council Meeting (*February 21*)
- Sturgeon Heights School, Reading to Grades 4 and 5 (*February 7*)
- Sturgeon Heights School, School Council Meeting (*February 27*)
- Teacher Board Advisory Committee Meeting (*February 1*)
- Transportation Committee Meeting (*February 8*)

#### **Trustee Oatway-McLay (Cardiff/Garrison)**

Trustee Oatway-McLay reported that she attended:

- Committee of the Whole
- Guthrie School Council

- Meeting with the Town of Redwater
- Namao School Council
- PSBC
- Public Board Meeting
- Student Advisory Committee Meeting

### **Trustee Pequin (Redwater/Coronado Area)**

Trustee Pequin reported that she attended:

- Advocacy Committee Meeting (*February 22*)
- Committee of the Whole Meeting (*February 8*)
- Ochre Park 40th Birthday Assembly (*February 17*)
- Ochre Park School Council Meeting (*February 27*)
- Principal Redwater School Meeting (*February 17*)
- Public Board Meeting (*February 22*)
- Redwater Chamber of Commerce (*February 23*)
- Redwater School Council Meeting (*February 27*)
- Student Advisory Committee Meeting (*February 27*)
- Teacher Board Advisory Committee Meeting (*February 1*)
- TEBA (*February 22*)
- Town of Redwater Meeting (*February 15*)
- Transportation Committee Meeting (*February 8*)
- Zone 2/3 (*February 24*)

Meeting recessed for a break at 10:24 a.m.

Meeting resumed at 10:31 a.m.

### **Student Presentation**

STEAM presentation by Alternate Learning students.

New Business agenda item was moved here for discussion.

## **NEW BUSINESS**

### **Attendance Areas 2023-2024**

A board shall direct a resident student of the board to enrol in and attend a particular school operated by the board (Education Act, Section 10(1)).

[Policy 200 Attendance Areas](#), states that resident students are designated to attend schools in attendance areas as established by the Board:

- While resident students are designated to attend schools in attendance areas established by the Board, educational or programming needs of students or student/parent preferences may warrant consideration of allowing attendance at a school other than the designated school.
- Resident students may register in schools other than their designated school providing there are sufficient resources and facilities available to accommodate the student. Resident

students may register in Programs of Choice (e.g. Logos, French Immersion) at Division schools.

- When a student attends a school outside a designated attendance area, transportation may become the parent(s)/ guardian('s)/ independent student's responsibility.

Sturgeon Public School Division Attendance Areas have not been updated since the Division gained access to both the Town of Morinville and the Town of Legal in 2011; the current Attendance Areas reflect the Board approved attendance areas prior to the addition of the two towns to our School Division Attendance Boundary.

All proposed attendance areas have the boundary lines running through fields rather than down roadways wherever possible. This would help to reduce the conflict between people living across the road from each other and residing in different catchments.

Administration has proposed boundaries that follow natural boundary lines, such as rivers, and provide more clear internal attendance boundary lines. The attendance areas changes have also been established to support transportation services' current routing and were created with minimal family disruption.

In summary, if the Board approves the proposed attendance areas changes and the students remain at their current school locations for the upcoming 2023-2024 school year:

1. New Legal Attendance Area (Pre-K-Grade 4 only):
  - a) There would be three students who would change from Designated School to School of Choice to attend Bon Accord Community School (BACS). This means that, as per policy 200, the students may continue to attend BACS for the 2023-2024 school year providing there are sufficient resources and facilities available to accommodate the student(s) and transportation may become the parent(s)/ guardian('s)/ independent student's responsibility (please see notes below regarding transportation for Legal Attendance Area).
2. With the changes in the attendance boundary lines across other designated school catchments:
  - a) There would be three students who would change from School of Choice to Designated School to continue at their current school; and
  - b) There would be five students who would change from Designated School to School of Choice to continue at their current schools.

#009/2023 – Moved by Mrs. Cindy Briggs that, effective the 2023-2024 school year, the Board of Trustees approve:

- a. The creation of a Legal Attendance Area for Pre-Kindergarten to Grade 4; and
  - b. Changes to current attendance areas for Bon Accord, Camilla, Gibbons, Morinville, Namao, Redwater and Sturgeon Heights.
- as presented at the February 22, 2023, Public Board Meeting.

CARRIED UNANIMOUSLY



Trustee Tasha Oatway-McLay left at 11:16 a.m.

Meeting returned to agenda order at Standing Committees.

### **ADVOCACY COMMITTEE**

An Advocacy Committee meeting is scheduled for February 22, 2023.

### **AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE**

An Audit, Finance and Human Resources Committee meeting is scheduled for February 22, 2023.

### **BUILDING AND MAINTENANCE COMMITTEE**

A Building and Maintenance Committee meeting is scheduled for February 22, 2023.

### **POLICY COMMITTEE**

A Policy Committee meeting is scheduled for March 1, 2023.

### **TRANSPORTATION COMMITTEE**

The Transportation Committee held a meeting on February 8, 2023. The following is a summary of that meeting:

- Administration presented potential bus stops elimination in order to reduce ride times;
- Administration provided additional information on Outside Boundary Riders; and
- Bus Driver Appreciation Day – Bus Contractor and Operator Appreciation Luncheon May 3, 2023, from 11:30 a.m. – 1:00 p.m.

The Bus Contractors meeting was held on February 16, 2023. The following is a summary of that meeting:

- Upcoming RFP Process and timelines;
- Proposed draft changes to the bus contractor agreement; and
- Proposed Schedule A for 2023-2024.

### **TEACHER BOARD ADVISORY COMMITTEE**

The Teacher Board Advisory Committee (TBAC) held a meeting on February 1, 2023. The only agenda item brought forward was the 2024/2025 School Calendar. Feedback will be brought forward at the March Public Board meeting when the 2024/2025 School Calendar is discussed.

## **REPORTS FROM SPECIAL COMMITTEES**

### **ALBERTA SCHOOL BOARDS ASSOCIATION REPRESENTATIVE**

A verbal report was provided.

## PUBLIC SCHOOL BOARDS ASSOCIATION OF ALBERTA REPRESENTATIVE

A verbal report was provided.

## UNFINISHED BUSINESS

### NOTICES OF MOTION

There were no Notices of Motion.

## INFORMATION

## COMMENT & QUESTION PERIOD

### ATA

No verbal report was provided.

### CUPE

No verbal report was provided.

### COMMUNITY MEMBERS

No comments from community members.

### MEDIA

Not in attendance.

## REQUESTS FOR INFORMATION

## IN CAMERA

#010/2023 – 11:26 a.m. – Moved by Mrs. Janine Pequin that the Board go in camera.

CARRIED UNANIMOUSLY

Meeting recessed for a break at 11:26 a.m.

Meeting resumed at 11:33 a.m.

#011/2023 – 12:37 p.m. – Moved by Stacey Buga that the Board revert to public.

CARRIED UNANIMOUSLY

#012/2023 – Moved by Mrs. Cindy Briggs that the Board of Trustees agree to enter into a collaborative partnership with the Town of Gibbons to plan, develop and construct a school and community facilities on new land space with the intention of developing shared spaces.

CARRIED UNANIMOUSLY

## ADJOURNMENT

Trustee Janine Pequin adjourned the meeting at 12:38 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Associate Superintendent,  
Corporate Services