



**Sturgeon
Public Schools**

**Minutes of the Meeting of
The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on June 28, 2023**

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The Board of Trustees of
The Sturgeon Public School Division
Held at Morinville on June 28, 2023**

PRESENT

Ms. Irene Gibbons, Chair
Mrs. Janine Pequin, Vice Chair*
Mrs. Cindy Briggs, Trustee
Mr. Joe Dwyer, Trustee
Mrs. Stacey Buga, Trustee
Mrs. Tasha Oatway-McLay, Trustee
Ms. Trish Murray-Elliott, Trustee
Mrs. Shawna Warren, Superintendent
Mr. Jonathan Konrad, Deputy Superintendent, Education Services
Mrs. Lisa Lacroix, Associate Superintendent, Human Resources
Mrs. Lynne Chaston, Director, Financial Services *left at 1:03 p.m.*
Mr. Mike Weppler, Foreman, Facility Services *arrived at 12:58 p.m. and left at 2:00 p.m.*
Mrs. Michelle Wilde, Executive Assistant
**Electronic Attendance*

REGRETS

Mrs. Liliana LeVesconte, Associate Superintendent, Corporate Services

CALL TO ORDER

The Chair called the meeting to order at 12:02 p.m.

LAND ACKNOWLEDGEMENT

Trustee Stacey Buga read the Land Acknowledgement Statement.

APPROVAL OF AGENDA

#039/2023 – Moved by Ms. Trish Murray-Elliott that the agenda be approved as presented.

CARRIED UNANIMOUSLY

APPOINTMENTS

APPROVAL OF MINUTES

#040/2023 – Moved by Mrs. Tasha Oatway-McLay that the minutes of the Regular Meeting of May 24, 2023, be approved as presented.

CARRIED UNANIMOUSLY

#041/2023 – Moved by Mrs. Cindy Briggs that the minutes of the Special Meeting of June 14, 2023, be approved as presented.

CARRIED UNANIMOUSLY

PRESENTATIONS

Education Planning Presentation

Education Planning presented by: Ms. Shannon Campbell Requa, Ms. Kourtney Kerr and Mrs. Nicole Farwell.

REPORTS FROM SENIOR EXECUTIVE

Annual Report re: Off-Campus Education

Mr. Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Annual Report re: Off-Campus Education.

In accordance with Administrative Procedure 845 – Off-Campus Education (Section 5), please find attached, a report regarding the Off-Campus Education programs offered in the Division's high schools in the 2022–2023 school year.

Communications Report – June 2023

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

Monthly Financial Report – May 2023

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

Monthly IT Report – June 2023

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

REPORTS FROM TRUSTEES AND STANDING COMMITTEES

Chair's Report

A verbal and written report was provided.

Chair Gibbons (Gibbons/Lamoureux)

Chair Gibbons reported that she attended:

- ASBA Spring General Meeting (*June 4-6*)
- CO Staff Year End Lunch (*June 23*)
- Committee of the Whole Meeting (*June 14*)
- Franklin Covey Webinar: Great School Boards (*June 23*)
- Gibbons School Awards (*June 29*)
- Greater St. Albert Catholic School Board Meeting (*June 16*)
- Landing Trail Awards (*June 28*)
- Meeting with the Superintendent, Agenda Review (*June 7 & 27*)
- Policy Committee Meeting (*June 7*)

- PSBAA Spring General Meeting (*June 1-3*)
- Public Board Meeting (*June 28*)
- SCHS Athletic Awards (*June 13*)
- SCHS Fine Arts Awards (*June 14*)
- SCHS Grade 12 Graduation (*June 24*)
- SLC/MLC Grade 12 Graduation Dinner (*June 9*)

TRUSTEES' REPORTS

Verbal and written reports were provided.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School Awards Ceremony (*June 29*)
- Committee of the Whole Meeting (*June 14*)
- Community Service Advisory Board Sturgeon County Meeting (*June 19*)
- GSACRD Meeting (*June 16*)
- Legal Public School Awards Ceremony (*June 27*)
- Lilian Schick Grade 9 Farewell Ceremony (*June 7*)
- Lilian Schick School Awards Ceremony (*June 29*)
- Public Board Meeting (*June 28*)
- Redwater School Graduation Ceremony (*June 3*)
- Special Board Meeting (*June 14*)
- Sturgeon Composite Graduation Ceremony (*June 24*)
- Town of Bon Accord Meeting (*June 28*)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Advocacy Committee Meeting (*June 7*)
- ASBA SGM (*June 4-6*)
- Citizenship Ceremony (*June 8*)
- CO Staff Luncheon (*June 23*)
- ÉMPS Book Awards (*June 28*)
- ÉMPS Family Carnival (*June 15*)
- ÉMPS May-ker Judging (*June 1*)
- ÉMPS Volunteer Tea (*June 2*)
- Franklin Covey Seminar (*June 23*)
- FWPS Annie Production (*June 1*)
- FWPS Awards (*June 29*)
- FWPS Grade 9 Farewell (*June 8*)
- FWPS Volunteer Tea (*June 15*)
- Indigenous People's Day Morinville (*June 21*)
- Landing Trail 40th Anniversary (*June 2*)
- Learning Centres Graduation (*June 9*)
- Meeting with GSACRD (*June 16*)
- Morinville Chamber Luncheon (*June 7*)
- Policy Committee Meeting (*June 23*)
- Public Board Meeting (*June 28*)
- Redwater Graduation (*June 3*)

- Rural Caucus Meeting (*June 4*)
- SCHS Athletic Awards (*June 13*)
- SCHS Fine Arts Awards (*June 14*)
- SCHS Graduation (*June 24*)
- SCHS Specialized Programming Grad (*June 12*)
- SPVA Grade 9 Farewell (*June 16*)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Camilla Awards (*June 29*)
- Camilla Indigenous Event (*June 21*)
- Colony End of Year Pizza Event (*June 27*)
- Committee of the Whole Meeting (*June 14*)
- End of School Central Lunch (*June 23*)
- Franklin Covey Webinar (*June 23*)
- GSACRD Meeting (*June 16*)
- Public Board Meeting (*June 28*)
- Rotary Meetings
- Volunteer Appreciation Event at Camilla (*June 19*)

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

Trustee Murray-Elliott reported that she attended:

- Athletic Awards, Sturgeon Composite High School (*June 13*)
- Committee of the Whole Meeting (*June 14*)
- Division Office Luncheon (*June 23*)
- Franklin Covey Governance Webinar (*June 23*)
- Meeting with GSACRD (*June 16*)
- Music and Fine Arts Awards, Sturgeon Composite High School (*June 14*)
- Policy Committee Meeting (*June 23*)
- Policy Committee Meeting (*June 7*)
- PSBAA SGM (*June 1-3*)
- Public Board Meeting (*June 28*)
- School Council Meeting, Sturgeon Heights School (*June 19*)
- Sturgeon Composite High School Graduation (*June 24*)
- Sturgeon Heights School Awards (*June 28*)
- Sturgeon Heights School Grade 9 Farewell (*June 8*)
- Volunteer Appreciation Tea, Sturgeon Heights School (*June 6*)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Meeting with GSACRD (*June 16*)
- Sturgeon Composite High School Graduation (*June 24*)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- 40th Birthday Touch a Truck at Ochre Park (*June 15*)
- Advocacy Committee Meeting (*June 7*)
- ASBA SGM (*June 5 & 6*)

- Board Agenda Review (*June 14 & June 27*)
- Committee of the Whole Meeting (*June 14*)
- End of School Lunch CO (*June 23*)
- GSACRD Meeting (*June 23*)
- Ochre Park Awards (*June 28*)
- Policy Committee Meeting (*June 23*)
- Policy Committee Meeting (*June 7*)
- Public Board Meeting (*June 28*)
- Redwater Grad (*June 3*)
- Redwater School Year End Concert (*June 8*)
- Special Board Meeting (*June 14*)
- TEBA (*June 29*)

ADVOCACY COMMITTEE

The Advocacy Committee held a meeting on June 7, 2023. The following is a summary of that meeting:

- Discussed agenda for GSACRD meeting June 16, 2023;
- Reviewed Friends of Education ASBA Award – Division Top Donors in 2022-2023;
- Reviewed May 2023 Staff Recognition Staff Survey Feedback;
- Reviewed Advocacy Committee Year End Report;
- Discussed Student Advisory Co-Chair Recognition;
- Discussed Student Advisory Committee Proposed Dates for the 2023-2024 School Year; and
- Holiday Card Artwork Search.

ADVOCACY COMMITTEE YEAR END REPORT

The Advocacy Committee developed a Work Plan for the 2022-2023 School Year, which was approved by the Board in October 2022. The Committee is pleased to provide an update regarding the work undertaken by the Advocacy Committee at the direction of the Board. The work completed includes:

- ✓ Chambers of Commerce:
 - The Committee discussed the Chambers of Commerce in different communities and the important role they play. This was brought to the Board, and it was decided that the Board of Trustees would become members of:
 - Fort Saskatchewan Chamber of Commerce (new membership);
 - St. Albert Chamber of Commerce (new membership);
 - Town of Legal Chamber of Commerce (new membership);
 - Town of Morinville Chamber of Commerce (previous member); and
 - Town of Redwater Chamber of Commerce (new membership).
- ✓ Council of School Councils' (COSC):
 - The Committee recommended that COSC be held twice annually. The meetings were held:
 - October 25, 2022; and
 - March 21, 2023.

- ✓ Municipal Partner Meetings:
 - Town of Morinville (January 25, 2023);
 - Town of Redwater (February 15, 2023); and
 - Sturgeon County (May 10, 2023).

- ✓ Neighbouring School Division Board of Trustees Meeting:
 - Greater St. Albert Catholic Schools (June 16, 2023).

- ✓ Provincial Election – Candidate Meetings:
 - NDP Candidate Karen Shaw – Morinville-St. Albert (April 26, 2023);
 - UCP Candidate Dale Nally – Morinville-St. Albert (May 10, 2023 – CANCELLED due to provincial wildfires);
 - UCP Candidate Shane Getson – Lac St. Anne-Parkland (May 10, 2023 – CANCELLED due to provincial wildfires); and
 - NPD Candidate Oneil Carlier – Lac St. Anne-Parkland (declined an invitation to meet).
 - The Advocacy Committee recommends the Board meet with MLAs Nally and Getson in fall 2023.

- ✓ Student Advisory Committee Meetings:
 - December 12, 2022 (in person);
 - February 27, 2023 (virtually); and
 - May 16, 2023 (in person).

- ✓ Trustee Representation at events in 2022-2023:
 - The Board of Trustees ensured Board representation at events throughout the 2022-2023 school year.

AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE

A verbal update was provided.

AUDIT, FINANCE AND HUMAN RESOURCES COMMITTEE YEAR END REPORT

The Audit, Finance and Human Resources Committee developed a Work Plan for the 2022-2023 School Year, which was approved by the Board in October 2022. The Committee is pleased to provide an update regarding the work undertaken by the Audit, Finance and Human Resources Committee at the direction of the Board. The work completed includes:

- ✓ Audit Committee
 - The Division was able to recruit two external members to be part of the Audit Committee for the 2022-2023 financial year end.

- ✓ Superintendent Evaluation
 - A full evaluation of the Superintendent was conducted by the Board and completed in May 2023.

- ✓ Financial Transparency
 - Two new documents were designed and prepared to present the 2023-2024 Budget: the presentation and the budget report.

- ✓ Challenges with recruiting and retaining staff
 - Additional job advertising locations such as university job boards have been added to each job posting;
 - HR attended the job fair at Concordia University. Two Division French Immersion Staff attended the job fair at Campus St. Jean on the Division's behalf;
 - A review of reference questions used during recruitment is ongoing; and
 - Exit interviews are completed for all departing employees.

- ✓ Board Evaluation
 - Timeline and process to be determined

- ✓ Budget
 - The Board approved the 2023-2024 Budget on May 24, 2023

- ✓ Annual Financial Statements
 - To be prepared by November 30, 2023

BUILDING AND MAINTENANCE COMMITTEE

A verbal update was provided.

BUILDING AND MAINTENANCE COMMITTEE YEAR END REPORT

The Building and Maintenance Committee developed a Work Plan for the 2022-2023 School Year, which was approved by the Board in October 2022. The Committee is pleased to provide an update regarding the work undertaken by the Building and Maintenance Committee at the direction of the Board. The work completed includes:

- ✓ Joint Use and Planning Agreements (JUPA) – Morinville, Bon Accord, Gibbons, Redwater, Sturgeon County:
 - Work is underway with all the municipalities, including the City of St. Albert and the Town of Legal.
 - The deadline was extended to June 2025.

- ✓ Grass cutting and snow clearing:
 - Contracts are in place for 2023-2024 and the 2023-2024 Budget reflects the additional cost.

- ✓ 3- and 10-year Capital Plans:
 - The 3 Year Capital Plan was approved by the Board in March 2023.
 - The 10 Year Capital Plan is to be re-opened and reviewed.

- ✓ Aging buildings, build a plan and advocate through ASBA, PSBAA:
 - Working with the associations and Alberta Education to mitigate a plan to support increased funding for Building Upgrades.

- ✓ Building Maintenance Schedule

- ✓ Lagoon

- ✓ Joint Use with Rivière Qui Barre Agricultural Society

- ✓ Playgrounds

POLICY COMMITTEE

The Policy Committee held a meeting on June 7, 2023. The following is a summary of that meeting:

- *Policy 100 – History of Sturgeon Public Schools* was reviewed.
 - The Policy Committee has referred Policy 100 with amendments, to the June 28, 2023, Public Board meeting for review and approval.

- *Policy 230 – Board Committees* was reviewed.
 - The Policy Committee has referred Policy 230 with amendments, to the June 28, 2023, Public Board meeting for review and approval.

- *Policy 245 – Appeals Regarding Student Matters* was reviewed.
 - The Policy Committee has referred Policy 245 as re-written, to the June 28, 2023, Public Board meeting for review and approval.

The Policy Committee held a meeting on June 23, 2023. The following is a summary of that meeting:

- *Policy 410 – Fees* was reviewed
- *Policy 500 – Transportation* was reviewed

POLICY COMMITTEE YEAR END REPORT

The Policy Committee developed a Work Plan for the 2022-2023 School Year, which was approved by the Board in October 2022. The Committee is pleased to provide an update regarding the work undertaken by the Policy Committee at the direction of the Board. The work completed includes:

The following policies were reviewed and forwarded to the Board of Trustees to consider:

- 110 – Welcoming Inclusive, Safe and Healthy Environments – April 26, 2023
- 100 – History of Sturgeon Public Schools – forwarded to June 28, 2023, Public Board
- 115 – Sexual Orientation and Gender Identities – April 26, 2023
- 125 – Advocacy Plan – April 26, 2023
- 130 – Public Interest Disclosure (Whistleblower Protection) – January 25, 2023
- 230 – Board Committees – forwarded to June 28, 2023, Public Board
- 231 – Student Advisory Committee – January 25, 2023
- 245 – Appeals Regarding Student Matters – forwarded to June 28, 2023, Public Board
- 700 – Superintendent of Schools – September 28, 2022
- 810 – Off-Site Activities – March 22, 2023
- 900 – Student Conduct and Discipline – March 22, 2023
- 905 – Awards Policy – Students – forwarded to June 28, 2023, Public Board

The following policies were reviewed at the June 23, 2023, Policy Committee Meeting:

- 410 – Fees
- 500 – Transportation

TRANSPORTATION COMMITTEE

The Transportation Committee held a meeting on May 24, 2023. The following is a summary of that meeting:

- Administration provided an update on the Transportation Services budget tracking;
- Administration provided information on an extension that was awarded to an existing contractor to cover the additional section for a CASA Mental Health Service Classroom student starting April 2023 until the end of the school year;
- Summary of the RFPs:
 - 59 applied for their existing routes;
 - 11 routes had multiple respondents; and
 - Contracts were awarded the week of May 15, 2023, and were to be signed by June 15, 2023.
- The Division uses the Sturgeon County app to request hazards to be removed. Other sources of information are also used in collaboration with Sturgeon County;
- The Division is introducing a school staggered start process for the 2023-2024 school year;
- The bus pass process was reviewed. Enhanced software and tablets are being installed in the next 6-8 months to ensure better tracking of students on buses;
- The noon transportation application deadline is August 11, 2023, but could be extended as needed to better assess the needs and financial feasibility of route implementation; and
- Students riding regular buses are assessed regular fees, and students riding Special Education buses are exempt from fees.

TRANSPORTATION COMMITTEE YEAR END REPORT

The Transportation Committee developed a Work Plan for the 2022-2023 School Year, which was approved by the Board in October 2022. The Committee is pleased to provide an update regarding the work undertaken by the Transportation Committee at the direction of the Board. The work completed includes:

- ✓ Clarity into all dimensions of Transportation
 - Revenue and expense (a clear Bus example)
 - Routes
 - Two routes were added to reduce ride times and congestion
 - Detail regarding 2.4 km implications
 - Funding Manual was updated and changes were directed by Alberta Education
- ✓ Insurance
 - In progress
- ✓ Promote positive relationships with bus contractors and clarify expectations
 - Meetings took place at both the Board level and the Administration level
- ✓ Communications plan for contractors and dispute resolution process
 - Incorporated in meetings and contracts
- ✓ Engagement with municipalities and stakeholders to discuss walking boundaries and safety for students
- ✓ Review school attendance areas for transportation
 - Completed as part of the Attendance Boundaries Review
 - Transportation Maps updated
- ✓ Review of Choice Ridership
 - Funding Manual was updated

- ✓ Fuel Contingency
 - Incorporated in the new Distance Rate
 - To be reviewed on an annual basis

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.

NEW BUSINESS

2022-2023 Capital Projects Funded through Capital Reserves

During the 2022-2023 Budget approval and reserve mitigation planning, several capital projects were highlighted for executing, utilizing our Capital Reserves.

2022-2023 Capital Projects and Access to Reserves

(Historical - As prepared during the 2022-2023 budget process)

PROJECT NAME	ANTICIPATED COMPLETION	COST ESTIMATE
STURGEON HEIGHTS WEIGHT/GYM ROOM	2022-2023	\$100,000
REDWATER FRONT ENTRANCE	2022-2023	\$250,000
LIGHTING RETROFIT PROJECT	2022-2023	\$1,835,630
GIBBONS SCHOOL ENTRANCE*	2022-2023	\$250,000
LANDING TRAIL ROOF*	Summer 2023	\$574,730
		\$3,010,360

*These projects would proceed subject to the value scoping solution for the Capital Plan priorities.

In addition to these projects, the Division set aside \$600k for O&M Asbestos Remediation and Shop Design.

Based on the opening balance for capital reserves, the Division has \$4.46M in Capital Reserves. The Division budgeted \$3.61M for capital projects, which will reduce capital reserves to \$851k.

Schedule of Reserves for the Year Ending August 31, 2023

	UNRESTRICTED SURPLUS	INTERNALLY RESTRICTED		INTERNALLY RESTRICTED RESERVES BY PROGRAM							
		TOTAL OPERATING RESERVES	TOTAL CAPITAL RESERVES	School & Instruction Related		Operations & Maintenance		Board & System Administration		Transportation	
				Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves	Operating Reserves	Capital Reserves
AFS Balance at August 31, 2022	\$ 6,240,994	\$ 6,341,158	\$ 4,461,103	\$ 5,741,158	\$ 98,200	\$ -	\$ 686,875	\$ 600,000	\$ 3,644,222	\$ -	\$ 31,806
Operating surplus (deficit)	\$ (2,337,972)										
Board funded tangible capital asset additions	\$ (1,584,462)	\$ -	\$ (3,610,360)	\$ -	\$ -	\$ -	\$ (600,000)	\$ -	\$ (3,010,360)	\$ -	\$ -
Amortization of tangible capital assets	\$ 4,370,347										
Capital revenue recognized	\$ (3,886,994)										
Budgeted amortization of ARO tangible capital as	\$ 83,920										
Estimated disposal tangible capital assets	\$ 505,038										
Net transfers to operating reserves		\$ -						\$ -		\$ -	
Net transfers to capital reserves	\$ (2,500,000)		\$ 2,500,000		\$ (98,200)				\$ 2,598,200		\$ -
Balance at August 31, 2023	\$ 890,871	\$ 6,341,158	\$ 3,350,743	\$ 5,741,158	\$ -	\$ -	\$ 86,875	\$ 600,000	\$ 3,232,062	\$ -	\$ 31,806

The Lilian Schick Roof project was not completed in 2021-2022 as anticipated. The project was completed during the 2022-2023 school year and the cost will offset most of the remaining balance in capital reserves.

The contribution to capital reserves this year was budgeted at \$2.5M, however, that amount will be dependent on the ability to meet the minister-approved unrestricted surplus ending balance as of August 31, 2023, of \$300k.

The following capital projects will require capital reserve funds to offset the **estimated costs of \$3.4M**:

1. **\$1.8M Energy Retrofit** – LED Lighting replacement to take place before August 31, 2023 (Ochre Park School, Redwater School, Namao School, Guthrie School, Bon Accord Community School, Lilian Schick School, Landing Trail School). Lighting and controls upgrade includes:
 - a. Retrofit all light fixtures with highly efficient LED fixtures;
 - b. Utilize dimmable fixtures to control the brightness in classrooms and create electrical efficiency; and
 - c. Utilize occupancy/motion sensors with time delay shutoffs to minimize the consumption of electricity.
2. **\$550k SCHS Field House**. Pembina Pipeline has verbally committed to matching Division funding. Schematic design and documents are still in progress and are anticipated to begin during Summer 2023 and continue into the new school year.
3. **\$450k Sidewalks** (Gibbons School and Landing Trail School). This project is intended to be completed by August 31, 2023, to maintain safe sidewalks for students and staff.
4. **\$600k O&M Shop Asbestos Remediation and Redesign**. During the 2021-2022 school year, an environmental assessment was conducted and asbestos remediation was recommended in the O&M Shop. During the planning stages of this project which also identified a required decant for certain sections, the shop was redesigned to meet the functional needs of the facilities operations.

#042/2023 – Moved by Mrs. Cindy Briggs that the Board of Trustees approve the Capital Projects for 2022-2023 as presented at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Meeting recessed for a break at 1:53 p.m.

Meeting resumed at 2:00 p.m.

Organizational and First Public Board Meeting 2023-2024

As stated in Policy 235 – Conduct of Board Meetings, “*The organizational meeting of the Board shall be held annually at the August Board meeting [...]*”. At the organizational meeting, the Board will establish the dates, start time, and place of regular meetings, as well, as committee membership.

Following the Organizational Meeting in August, the first Public Board meeting of the 2023-2024 School Year will commence.

#043/2023 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve the date of August 23, 2023, for the Organizational Meeting and the first Public Board meeting of 2023-2024 to be held at the Frank Robinson Education Centre in Morinville at 9:00 a.m.

CARRIED UNANIMOUSLY

Student Advisory Committee Schedule 2023-2024

As per policy 231 – The format of the Student Advisory Committee and the meeting schedule for the next year shall be determined annually by the current year Advocacy Committee.

At the Advocacy Committee held on June 7, 2023, the committee recommends that the Board establish the following meetings for the Student Advisory Committee for the 2023-2024 school year.

The Advocacy Committee would like to hold the first Student Advisory Committee meeting on November 28, 2023, in person, a second meeting on February 27, 2024, online, and a third meeting on May 28, 2024, in person.

#044/2023 – Moved by Mrs. Stacey Buga that the Board of Trustees approve establishing a Student Advisory Committee for the 2023-2024 school year and the meeting dates as provided at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Authorization of Junior High Locally Developed Optional Course – Academic Skill Building

School divisions have the flexibility to develop locally developed courses at the Junior High level. These learning opportunities can extend or expand on the Program of Studies. Additionally, locally developed courses accommodate student needs and interests as well as encourage and support innovative learning and teaching practices.

#045/2023 – Moved by Mrs. Trish Murray-Elliott that the Board of Trustees approve the Authorization of the Junior High Locally Developed Optional Course – Academic Skill Building to be authorized as a course of study within Sturgeon Public School Division from September 1, 2023, to June 30, 2026.

CARRIED UNANIMOUSLY

Omnibus Motion for Locally Developed Course Approval – Senior High

#046/2023 – Moved by Mrs. Stacey Buga that the Board of Trustees approve the following Locally Developed Courses as courses of study within the Sturgeon Public School Division for the terms listed below:

- Creative Writing and Publishing 15 – 3 credits
- Creative Writing and Publishing 15 – 5 credits
- Creative Writing and Publishing 25 – 3 credits
- Creative Writing and Publishing 25 – 5 credits
- Creative Writing and Publishing 35 – 3 credits
- Creative Writing and Publishing 35 – 5 credits

CARRIED UNANIMOUSLY

Policy 100 – History of Sturgeon Public Schools

The Board of Trustees is responsible to review Board Policies on an ongoing basis in order to adhere to the requirements necessary to provide excellence in public education and comply with the Education Act and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

Administration has reviewed and updated *Policy 100 – History of Sturgeon Public Schools* as part of its review of policies that fall under the Superintendent’s Office.

The Policy Committee reviewed and updated *Policy 100 – History of Sturgeon Public Schools* at their June 7, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

#047/2023 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve revised Board *Policy 100 – History of Sturgeon Public Schools* as recommended by the Policy Committee and presented at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 230 – Board Committees

The Board of Trustees is responsible to review Board Policies on an ongoing basis in order to adhere to the requirements necessary to provide excellence in public education and comply with the Education Act and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

Administration has reviewed and updated *Policy 230 – Board Committees*.

The Policy Committee reviewed and updated *Policy 230 – Board Committees* at their June 7, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

#048/2023 – Moved by Mrs. Trish Murray-Elliott that the Board of Trustees approve the revised Board *Policy 230 – Board Committees* as recommended by the Policy Committee and presented at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 245 – Appeals Regarding Student Matters

The Board of Trustees is responsible to review Board Policies on an ongoing basis in order to adhere to the requirements necessary to provide excellence in public education and comply with the Education Act and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

Policy 245 – Appeals Regarding Student Matters has be revised to ensure a more accurate representation of the appeal process for student matters, while also establishing a clear and standardized process for the Board of Trustees to consider appeals.

The Policy Committee reviewed *Policy 245 – Appeals Regarding Student Matters* at their June 7, 2023, committee meeting and has recommended it to the Public Board meeting for approval.

#049/2023 – Moved by Mrs. Stacey Buga that the Board of Trustees approve the revised Board *Policy 245 – Appeals Regarding Student Matters*, as recommended by the Policy Committee and presented at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 905 – Awards and Recognition Policy

The Board of Trustees is responsible to review Board Policies on an ongoing basis in order to adhere to the requirements necessary to provide excellence in public education and comply with the Education Act and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

Administration has reviewed and updated *Policy 905 – Awards Policy - Students* as part of its review of policies that fall under Education Services. As part of this review and update the name of this policy was changed to *Awards and Recognition Policy*.

The Policy Committee reviewed *Policy 905 – Awards Policy - Students* at their March 1, April 6, and May 15, 2023, committee meetings. Amendments focused on including a belief statement clarifying the importance of community partners who support education and a guideline to ensure all schools will recognize those individuals or organizations annually. The committee has recommended it to the Public Board meeting for approval.

- *Policy 905 – Awards Policy - Students* was reviewed. Information was provided to further the understanding as to where the financial support for each award and recognition was coming from.

#050/2023 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees approve the revised Board Policy 905 – Awards and Recognition Policy, as recommended by the Policy Committee and presented at the June 28, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NOTICES OF MOTION

There were no Notices of Motion.

INFORMATION

COMMENT & QUESTION PERIOD

Helen Lawrence provided shared updates from S.H.I.N.E. and how to find their summer events and how to RSVP.

ATA & CUPE

No verbal report was provided.

COMMUNITY MEMBERS

Not in attendance.

MEDIA

Not in attendance.

REQUESTS FOR INFORMATION

IN CAMERA

#051/2023 – 2:46 p.m.– Moved by Mrs. Tasha Oatway-McLay that the Board go in camera.

CARRIED UNANIMOUSLY

#052/2023 – 3:40 p.m. – Moved by Mrs. Tasha Oatway-McLay that the Board revert to public.

CARRIED UNANIMOUSLY

Superintendent’s Contract

#053/2023 – Moved by Mrs. Tasha Oatway-McLay that the Board of Trustees direct the Board Chair to negotiate the Superintendent’s Contract as discussed June 28, 2023.

CARRIED UNANIMOUSLY

ADJOURNMENT

Chair Irene Gibbons adjourned the meeting at 3:41 p.m.

Chair

Date

Associate Superintendent,
Corporate Services