

**MINUTES OF THE
PUBLIC BOARD MEETING**

Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, October 25, 2023, at 9:00 a.m.

Table of Contents

	<u>Resolution #</u>
Approval of Agenda	076
Approval of the Minutes of the Regular Meeting	077
New Business	
General Employment Conditions	078
Policy 235: Board Operations	079
Contribution Agreement with Jordan’s Principle	082

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Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, October 25, 2023, at 9:00 a.m.

Attendance:

Irene Gibbons, Board Chair
Cindy Briggs, Vice Chair
Janine Pequin, Trustee
Joe Dwyer, Trustee - arrived at 12:14 p.m.
Stacey Buga, Trustee
Tasha Oatway-McLay, Trustee
Trish Murray-Elliott, Trustee
Shawna Warren, Superintendent
Jonathan Konrad, Deputy Superintendent, Education Services
Lisa Lacroix, Associate Superintendent, Human Resources
Ruth Kuik, Acting Associate Superintendent, Corporate Services
Michelle Wilde, Recording Secretary

Call to Order

Board Chair Gibbons called the meeting to order at 9:00 a.m.

Land Acknowledgement

Trustee Murray-Elliott read the Land Acknowledgement Statement.

Approval of the Agenda

[076/2023 - Trustee Murray- Elliott](#) that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Appointments

No appointments.

Approval of the Minutes

[077/2023 - Moved by Trustee Briggs](#) that the minutes of the Regular Meeting of September 27, 2023, be approved as presented.

CARRIED UNANIMOUSLY

Presentations

No presentations.

Reports from Senior Executive

2022-2023 School Council Year In Review Reports

Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the 2022-2023 School Council Year in Review Reports.

School Councils are asked to provide an annual “Year in Review” report to the Board of Trustees every Fall as per *Policy 305: School Councils*.

Attached, you will find the “Year in Review” reports for the 2022-2023 school year submitted by the following School Councils:

Bon Accord Community School	Namao School
Camilla School	Ochre Park School
École Morinville Public School	Redwater School
Four Winds Public School	SPVA & Learning Centres
Lilian Schick School	Sturgeon Composite High School
	Sturgeon Heights School

Support and reminder communications were provided to the respective schools of: Gibbons School, Guthrie School and Landing Trail School.

2023 Lieutenant Governor of Alberta Student Award Ceremony

Shawna Warren, Superintendent, brought forward as information, the 2023 Lieutenant Governor of Alberta Student Award Ceremony report.

The Alberta School Boards Association’s (ASBA) inaugural Lieutenant Governor of Alberta Student Award Ceremony, held on September 25, 2023, was a resounding success as it celebrated the remarkable achievements of nine outstanding students from across the province who embody the values of determination, initiative and independence. Among the distinguished recipients was Sturgeon Public student, Ty Balkwill, whose unwavering commitment to personal growth and academic excellence earned him this prestigious honour. Ty’s nomination letter, thoughtfully submitted by his teacher, Jolene Senych, provided a glowing testament to his dedication and accomplishments.

The ceremony was graced by the presence of Honourable Salma Lakhani, Lieutenant Governor of Alberta and the Honourable Demetrios Nicolaidis, Minister of Education, who delivered welcoming remarks. The event was further enriched by the attendance of key

figures from the education community, including ASBA's Board of Directors, Board Chairs and Superintendents of the recipients' respective school divisions. Board Chair Irene Gibbons and Superintendent Shawna Warren were among the attendees.

“I am delighted to recognize nine outstanding students who have, through their determination, initiative and resilience, found improved success both academically and personally. Their hard work encourages us all to give our best to whatever challenges we face, and to enjoy every opportunity to learn new things so that we may learn and grow.”

[Honourable Salma Lakhani, Lieutenant Governor of Alberta](#)

The award is divided into three regions (north, central and south) and three grades within each (Grade 6, Grade 9 and Grade 11); nine recipients in total received the award. Each of the recipients, including Ty Balkwill, received a well-deserved medal, certificate and a congratulatory letter from ASBA's President, in addition to an honorarium courtesy of SB LLP.

Photos of the event can be found on ASBA's website at <https://www.asba.ab.ca/news/>.

Congratulations to Ty Balkwill!

Bus Route Summary

Ruth Kuik, Acting Associate Superintendent, Corporate Services, brought forward as information, the Bus Route Summary report.

Transportation Services has completed a route review for the 2023-2024 school year to evaluate both the route ride times and the number of students assigned to bus routes. Listed below are the areas where a route addition may be considered, together with the associated costs.

Ride Time Information:

Bus Number	Student Load	Ride Time (1 way)	School of Attendance
Route 1	52	68 minutes	Bon Accord, Gibbons, Landing Trail & Lilian Schick
Route 2	42	56 minutes	Bon Accord & Lilian Schick
Route 3	63	65 minutes	Bon Accord, Gibbons, Landing Trail & Lilian Schick
Route 4	32	55 minutes	Bon Accord & Lilian Schick
Route 5	47	68 minutes	Bon Accord, Gibbons, Landing Trail & Lilian Schick

Route 6	58	77 minutes	Bon Accord & Lilian Schick
Route 7	70	67 minutes	Bon Accord, Gibbons, Landing Trail & Lilian Schick
Route 8	58	70 minutes	Bon Accord, Gibbons, Landing Trail & Lilian Schick
Route 9	63	88 minutes	Gibbons & Landing Trail
Route 10	81	60 minutes	Gibbons & Landing Trail
Route 11	20	54 minutes	Gibbons, Landing Trail & Lilian Schick
Route 12	44	53 minutes	Gibbons, Landing Trail & Lilian Schick
Route 13	63	60 minutes	Gibbons, Landing Trail & Lilian Schick
Route 14	55	47 minutes	Gibbons, Landing Trail & Lilian Schick
Route 15	51	39 minutes	Gibbons, Landing Trail & Lilian Schick
Route 16	40	50 minutes	Camilla
Route 17	36	51 minutes	Camilla
Route 18	47	52 minutes	Camilla
Route 19	48	53 minutes	Camilla
Route 20	27	65 minutes	Camilla
Route 21	32	54 minutes	Camilla
Route 22	52	45 minutes	Camilla
Route 23	30	69 minutes	Camilla
Route 24	27	50 minutes	Camilla
Route 25	30	47 minutes	Camilla
Route 26	33	42 minutes	Camilla
Route 27	87	49 minutes	ÉMPS & Four Winds
Route 28	55	51 minutes	ÉMPS & Four Winds
Route 29	63	26 minutes	ÉMPS & Four Winds
Route 30	50	36 minutes	Four Winds
Route 31	78	71 minutes	ÉMPS & Four Winds
Route 32	49	50 minutes	ÉMPS
Route 33	90	49 minutes	ÉMPS & Four Winds
Route 34	63	56 minutes	ÉMPS & Four Winds
Route 35	39	65 minutes	Ochre Park & Redwater
Route 36	54	80 minutes	Ochre Park & Redwater

Route 37	66	58 minutes	Ochre Park & Redwater
Route 38	34	52 minutes	Ochre Park & Redwater
Route 39	42	68 minutes	Sturgeon Heights
Route 40	19	39 minutes	Sturgeon Heights
Route 41	33	60 minutes	Sturgeon Heights
Route 42	20	41 minutes	Sturgeon Heights
Route 43	38	50 minutes	Sturgeon Heights
Route 44	39	47 minutes	Sturgeon Heights
Route 45	38	28 minutes	Namao
Route 46	26	59 minutes	Namao & SCHS
Route 47	51	43 minutes	Namao & SCHS
Route 48	34	46 minutes	Namao
Route 49	46	48 minutes	Namao & Guthrie
Route 50	22	80 minutes	SCHS
Route 51	20	54 minutes	SCHS
Route 52	29	77 minutes	SCHS
Route 53	65	32 minutes	Namao, Guthrie & SCHS
Route 54	55	87 minutes	Namao & SCHS
Route 55	40	67 minutes	SCHS
Route 56	31	75 minutes	SCHS
Route 57	20	80 minutes	Namao & SCHS
Route 58	32	91 minutes	SCHS
Route 59	58	56 minutes	Namao, Guthrie & SCHS
Route 60	48	68 minutes	Namao & SCHS
Route 61	47	75 minutes	SCHS
Route 62	23	79 minutes	Namao & SCHS
Route 63	36	63 minutes	SCHS
Route 64	50	70 minutes	Namao, Guthrie & SCHS
Route 65	52	38 minutes	Namao, Guthrie & SCHS
Route 66	40	58 minutes	Namao & SCHS
Route 67	44	62 minutes	Namao, Guthrie & SCHS

Route 68	55	69 minutes	SCHS
Route 69	54	54 minutes	Namao & SCHS
Route 70	51	69 minutes	Namao, Guthrie & SCHS
Route 71	3	80 minutes	Redwater & Lilian Schick
Route 72	10	43 minutes	Bon Accord, Four Winds & Landing Trail
Route 73	8	84 minutes	Namao & SCHS
Route 74	5	124 minutes	Unlimited Potential

Route Additions and Considerations:

Option 1: Sturgeon Composite Route - North

Annual Estimated Cost: \$85,000

A route addition in the Northern region could be added with a focus on reducing ride times for students. This route would be targeted to support current routes between Range Road 251 and Range Road 230 from the Northern boundary down to Sturgeon Composite High School.

Advantage: Some students will see a reduced ride time.

Disadvantages: Although the routes currently in the area are long, the number of students assigned to the routes are lower than other areas. Adding this route will result in other buses being at a low ridership. Additionally, the route addition will result in current routes experiencing reduced revenue.

Option 2: Bon Accord, Gibbons, Landing Trail and Lilian Schick - North

Annual Estimated Cost: \$77,000

A route addition in the Northern region could be added with a focus on reducing ride times for students. This route would be targeted to support current routes that transport students to schools in the communities of Gibbons and Bon Accord.

Advantages: Some students will see a reduced ride time, as well as fewer students assigned to the route, resulting in more room on the bus.

Disadvantage: The route addition will result in current routes experiencing reduced revenue.

Option 3: Sturgeon Composite Route - Morinville & Area

Annual Estimated Cost: \$75,000

A route addition in the Morinville area could be added with a focus on addressing some longer ride times, as well as some higher route loads. This route would be targeted to support current routes West of Morinville and in the Morinville area.

Advantage: Route loads would be reduced for buses servicing Morinville and surrounding areas.

Disadvantages: A route addition will reduce route revenue for current routes in the area. This may also result in some lower riderships for the rural routes which may not be required to transport Morinville students.

General Notes:

- Transportation Services experiences a reduction of SCHS students accessing transportation services by the end of each school year. Typically ridership is higher at the start of the school year, and the number of riders reduces as the year progresses.
- Transportation is presently facing a significant shortage of drivers, which has led to a situation where contractors are unable to apply for new routes due to a lack of available drivers to support their applications.

Below is a sample of route times from Aspen View and Pembina Hills provided in 2022-2023.

Aspen View	Total Route Time
Route 1	75 minutes
Route 2	85 minutes
Route 3	81 minutes
Route 4	88 minutes
Route 5	95 minutes
Route 6	85 minutes
Route 7	78 minutes
Pembina Hills	Total Route Time
Bus 1	97 minutes
Bus 2	60 minutes

Bus 3	97 minutes
Bus 4	122 minutes
Bus 5	88 minutes
Bus 6	103 minutes
Bus 7	45 minutes
Bus 8	89 minutes
Bus 9	73 minutes
Bus 10	42 minutes
Bus 11	70 minutes
Bus 12	84 minutes
Bus 13	79 minutes
Bus 14	77 minutes
Bus 15	64 minutes
Bus 16	85 minutes
Bus 17	69 minutes

Holiday Card Artwork Selection

Shawna Warren, Superintendent, brought forward as information, the Holiday Card Artwork Selection report.

The Division is excited to announce the winners of the Holiday Card Artwork Contest, a project that was initiated by the Advocacy Committee in response to the expressed interest of the Board of Trustees to revive this wonderful tradition.

After careful review and deliberation, the Board of Trustees selected the following winners for this year's Holiday Card Artwork Contest:

<u>Category</u>	<u>Winner</u>
K-3	Rebecca Luoma - Ochre Park School
4-6	Chloe Treuer - Lilian Schick School
7-9	Alayna Barbosa - Lilian Schick School

These outstanding artworks, chosen by the Board of Trustees, will grace the cover of the Holiday cards this year. The Division extends sincere congratulations to these talented student artists.

Thank you to all participants for their contributions to this year's contest. Participants' creativity and dedication are truly valued.

Human Resources Annual Report (2022-2023) October 2023

Lisa Lacroix, Associate Superintendent, Human Resources, brought forward as information, the Human Resources Annual Report (2022-2023) October 2023.

The Human Resources Department's Annual Report (2022-2023) October 2023 provides a detailed overview of the staffing aspects within Sturgeon Public School Division, for both union and non-union groups and covers all elements of the employment life-cycle. This report serves as a valuable resource to gain an understanding of the Division's workforce. The report is based on data collected from the 2022-2023 school year.

Overdue Transportation Fees

Ruth Kuik, Acting Associate Superintendent, Corporate Services, brought forward as information, the Overdue Transportation Fees report.

According to *Administrative Procedure (AP) 464: Fees*, any overdue fee notices will be sent to parents who have not submitted payments. A monthly payment plan may also be established for transportation fees to be paid over the course of the school year.

One year ago, at the end of October 2022, the Division had 401 overdue accounts, totalling \$127,710. New to the 2023-2024 school year, families were required to pay transportation fees in full from the previous school year before they could register for services. In addition, fees were to be paid, or a payment arrangement was to be in place before the student was provided a bus pass.

Currently, the Division has 265 overdue accounts totalling \$54,400. Transportation Services is actively contacting families to make arrangements for full payment, partial payments or where necessary, fee waiver applications. The Division plans to have Transportation Services and schools work closely with families to further reduce this number over the coming month. The goal is to communicate with all families resulting in a minimal amount of service discontinuations in November.

September 29 Enrolment Numbers

Ruth Kuik, Acting Associate Superintendent, Corporate Services, brought forward as information, the September 29 Enrolment Numbers.

Student Enrolments, as of September 29, 2023, are included for Trustee information.

As stated in Policy 405: 2.5 - *“The system budget submitted to the Board for approval shall reflect the goals and objectives of the Division and shall include: 2.5.1 Details of estimated enrolments”*.

To manage class sizes and resources required, the Division performed enrolment counts on September 1, September 12 and September 28.

Attached for your reference is the September 29th Student Enrolment Count. A few highlights are:

- The current enrolment count for funded students is 5,167 students. The enrolment count for funded students on September 29, 2022 was 5,176.
- This indicates a slight decrease in overall enrolment.
- The Division is experiencing a decrease in enrolment in PreK - Grade 1. This aligns with the demographic information received.
- Sturgeon Composite High School experienced an increase in enrolment.
- 101 students are enrolled as concurrent students meaning they are registered in a high school and taking a course at one of the Division’s Learning Centres.

Technology Services Report - October 2023

Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Technology Services Report - October 2023.

In the Technical Report, the technology team emphasizes its dedication to providing essential services and products to schools for optimal performance. The report focuses on three key areas: Technical Debt, Standard Maintenance and Future Planning.

- The team is actively addressing Technical Debt by implementing Multi Factor Authentication (MFA) and streamlining iPad management.
- Standard Maintenance is facilitated through the Evergreen program, ensuring that staff computers, student Chromebooks and mobile devices are updated and supported.
- Future Planning includes enhancing security measures and exploring the possibility of standardizing on a single technology environment, aligning with industry standards. This commitment ensures that Technology Services continues to support the mission of schools effectively.

Communications Report - October 2023

Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Communications Report - October 2023.

Deputy Superintendent, Education Services Report

Jonathan Konrad, Deputy Superintendent, Education Services, brought forward as information, the Deputy Superintendent, Education Services Report.

2023-2024 Superintendent Discretionary Fund

Shawna Warren, Superintendent, brought forward as information, the 2023-2024 Superintendent Discretionary Fund report.

September 20, 2023 - October 18, 2023, the following additional staffing FTE and resources have been allocated to schools using Superintendent Discretionary Fund dollars:

- Additional 0.1FTE required for the Social Worker position at Sturgeon Composite High School to support the Student Success Centre. Mental Health Capacity Building (MHCB) Grant (HYPE) was only able to fund 0.4FTE, not 0.5FTE.

2023 -2024 Superintendent Discretionary		Total \$600,00.00			
	\$ 500,000				
Budget Item Description	# FTE	Avg Salary & Ben	Cost	Date	Totals
Direct staffing to schools (K- 12)					
<u>Teachers</u>		\$ 110,000.00			
Guthrie School	0.20		\$ 18,700	Wednesday, October 4, 2023	
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
Total	0.20				\$18,700.00
Direct staffing to schools (K- 12)					
<u>CUPE (EA Avg \$43,300)</u>		\$ 43,300.00			
EA Colony	1.0		\$43,300.00	Tuesday, May 16, 2023	
Vocational EA at SCHS	-1.0		-\$43,300.00	Thursday, May 25, 2023	
Total	0.00				\$0.00
Other (Emergent Priorities non-staff)					
	\$ 100,000				
Social Worker SCHS Success Centre	0.60		\$ 36,498.00	Thursday, September 28, 2023 updated	
Total	0.60				\$36,498.00
Total Costs					\$55,198.00
Alberta Ed. Supplemental Enrolment Growth Funding					
Total budget remaining					\$544,802.00

Superintendent Report

Shawna Warren, Superintendent, brought forward as information, the Superintendent Report.

Administrative Procedure 315: Volunteers

Lisa Lacroix, Associate Superintendent, Human Resources, brought forward as information, the *Administrative Procedure 315: Volunteers* report.

A review of *Administrative Procedure 315: Volunteers* was conducted. This review included the addition of key definitions and clarified the procedure for when a Vulnerable Sector Check is required to ensure greater clarity and consistency.

The purpose of these changes is to provide a clear framework for the involvement of volunteers within our Division and to safeguard the welfare of our students and staff.

Reports from Trustees and Standing Committees

Chair's Report

Below is the Chair's submitted report.

Chair Gibbons (Gibbons/Lamoureux)

Chair Gibbons reported that she attended:

- ASBA Meeting with Alberta Education (Oct. 12)
- ASBA Zone 2/3 Meeting (Oct. 27)
- Committee of the Whole Meeting (Oct. 11)
- Landing Trail School Parent Teacher Conversation Night (Oct. 23)
- Meeting with Gibbons School Staff (Oct. 27)
- Meeting with Sturgeon County (Oct. 11)
- Meeting with the Superintendent (Oct. 6)
- Meeting with Town of Gibbons CEO, Farrell O'Malley (Oct. 27)
- Public Board Meeting (Oct. 25)
- Public School Boards' Association of Alberta Fall Conference (Oct. 18/19)

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Bon Accord Community School, School Council Meeting (Oct. 24)
- Committee of the Whole & Sturgeon County Meetings (Oct. 11)
- Lilian Schick School Council and RPA Meetings (Oct. 23)
- Meeting with Town of Bon Accord Stakeholder Concern (Oct. 6)
- Public School Boards' Association of Alberta Fall Conference (Oct. 18/19)
- Read In Week at Lilian Schick School and Bon Accord Community School (Oct. 2)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- ASBA Speaker's Corner with RMA (Oct. 30)
- ATA Negotiations (Oct. 16)
- Committee of the Whole Meeting (Oct. 11)
- Discipline Committee (Oct. 17)
- École Morinville Public School, School Council (Oct. 3)
- Four Winds Public School Celebration of Thelma Chalifoux (Oct. 30)

- Four Winds Public School, School Council (Oct. 12)
- PSBAA Fall Conference (Oct. 18-20)
- Public Board Meeting (Oct. 25)
- Read-In-Week at École Morinville Public School (Oct. 4)
- SPVA/MLS/SLC School Advisory (Oct. 10)
- Water Walk with Landing Trail School (Oct. 2)
- Zone 2/3 Meeting (online) (Oct. 27)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Camilla School Council Meeting (Oct. 17)
- Committee of the Whole Meeting (Oct. 11)
- Discipline Committee (Oct. 17)
- PSBAA AGM (Oct. 18-20)
- Public Board Meeting (Oct. 25)
- Rotary Meetings (Oct. 4, 11 & 18)

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

Trustee Murray-Elliott reported that she attended:

- Committee of the Whole Meeting (Oct. 11)
- PSBAA Annual General Meeting (Oct. 20)
- PSBAA Lois Hole Dinner and Lecture (Oct. 18)
- PSBAA Professional Learning Session (Oct. 19)
- Public Board Meeting (Oct. 25)
- School Council, Sturgeon Composite High School (Oct. 23)
- School Council, Sturgeon Heights School (Oct. 16)

Trustee Oatway-McLay (Cardiff/Garrison)

Trustee Oatway-McLay reported that she attended:

- Guthrie School Council
- Public School Boards' Association of Alberta Fall Conference (Oct. 18/19)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Committee of the Whole (Oct. 11)
- Discipline Hearing (Oct. 17)
- Ochre Park School Council (Oct. 12)
- Public Board Meeting (Oct. 25)
- Redwater School, School Council (Oct. 16)
- Zone 2/3 (Oct. 27)

Committee of the Whole

The Board of Trustees received as information, the unapproved minutes of the meeting from the October 11, 2023, Committee of the Whole meeting.

Meeting recessed for break at 10:18 a.m.

Meeting resumed at 10:28 a.m.

Reports from Special Committees/Task Groups

Alberta School Boards Association Representative

Trustee Pequin shared her report.

Public School Boards Associate of Alberta Representative

Trustee Murray-Elliott shared her report.

New Business

General Employment Conditions

A review of the General Employment Conditions has been conducted by Administration. The majority of these modifications are of an administrative nature designed to enhance the clarity and functionality of the existing document.

The Division's Emergency Response Plan, on occasion, requires the activation of the Crisis Response Team. This team plays a pivotal role in responding to critical incidents which demand immediate attention such as death or personal injury, or natural disasters. This team provides immediate, short-term intervention and support for SPS students, families and/or staff. The emotional and physical toll on its members is considerable. In recognition of this, Administration proposes the introduction of Article 3.6 which permits the staff member to take a paid day off immediately following their involvement in the Crisis Response Team response provided it is a scheduled day of work. This addition aligns with the Board's commitment to maintaining a safe, caring and welcoming environment for all staff and aligns with other Division Collective Agreements.

Article 5.6 introduces an increase in the Health Spending Account allocation raising it from \$30 per month to \$37.50 per month. This change will bring the General Employment Conditions staff in alignment with other support employees within the Division.

Often, due to project demands and the need to minimize disruptions to staff and students, 12-month employees are unable to utilize their vacation during the summer months or other natural breaks in the operational school year. Currently, all vacation days must be utilized by August 31, with any unused days being paid out or requiring approval by the Superintendent

to carry days forward to the new school year. To address this, proposed changes to Article 7.5.2 would allow 12-month employees to carry forward up to 5 unused vacation days if their work circumstances prevent them from taking their accumulated leave prior to August 31. It is important to note that these carried-forward days must be utilized by December 31 of the same calendar year and must be approved by their direct supervisor.

These proposed changes aim to enhance the well-being and working conditions of SPS staff.

078/2023 - Moved by Trustee Buga that the Board of Trustees approve the changes to the General Employment Conditions as presented at the October 25, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 235: Conduct of Board Meetings

The Board believes that the primary means by which it provides governance to Sturgeon Public Schools is through written policies. These policies provide direction for the action of the Board, Superintendent, staff, students, electors and other agencies (Policy 240: Policy Development). Accordingly, the initiation and/or adoption of new Board policies and revision and/or rescission of existing policies is solely the responsibility of the Board of Trustees.

The Board also believes that development and ongoing review of policies is necessary to ensure the governance and operation of the division remain consistent with Board beliefs, School Division needs, and compliance with the Education Act and Alberta Education regulations.

Administration has reviewed and updated *Policy 235: Board Operations* as discussed at the Committee of the Whole meetings on September 13, 2023, and October 11, 2023. Administration recommends *Policy 210: Electoral Wards*, *Policy 430: Trustee Remuneration and Expense Reimbursement* and *Policy 435: Technology Equipment for Trustees* be adopted as appendices to Policy 235.

079/2023 - Moved by Trustee Oatway-McLay that the Board of Trustees approve the revised Board *Policy 235: Board Operations*, with recommended changes, and adopt *Policy 210: Electoral Wards*, *Policy 430: Trustee Remuneration and Expense Reimbursement* and *Policy 435: Technology Equipment for Trustees* as both part of the policy and as appendices as presented at the October 25, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

Unfinished Business

Board Strategic Work Plan

Discussion held on the 2023-2024 Board Strategic Work Plan.

Notices of Motion

There were no Notices of Motion.

Information

No information.

Comment and Question Period

No comments or questions from the public.

Requests for Information

No requests for information.

In Camera

080/2023 - Moved by Trustee Oatway-McLay that the Board of Trustees move to In Camera at 11:53 a.m.

CARRIED UNANIMOUSLY

Meeting recessed for lunch at 11:53 a.m.

Trustee Dwyer arrived at 12:14 p.m.

Meeting resumed at 12:38 p.m.

081/2023 - Moved by Trustee Oatway-McLay that the Board of Trustees revert to a public meeting at 1:56 p.m.

CARRIED UNANIMOUSLY

082/2023 - Moved by Trustee Briggs that the Board of Trustees approve the consent to set up a Contribution Agreement with Jordan's Principle for a recurring two year term from April 1, 2023, to March 31, 2025, as presented at the October 25, 2023, Public Board meeting.

CARRIED UNANIMOUSLY

[083/2023 - Moved by Trustee Oatway-McLay](#) that the Board of Trustees move to In Camera at 1:58 p.m.

CARRIED UNANIMOUSLY

[084/2023 - Moved by Trustee Oatway-McLay](#) that the Board of Trustees revert to a public meeting at 2:07 p.m.

CARRIED UNANIMOUSLY

Unfinished Business

Governance

Discussion held on Governance. Trustee Handbook Review - 2023-2024

COSC Agenda Review

Discussion held on the first COSC meeting agenda for the 2023-2024 school year.

Adjournment

Trustee Oatway-McLay adjourned the meeting at 3:22 p.m.

Chair

Date

Superintendent