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**MINUTES OF THE
PUBLIC BOARD MEETING**

Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, March 20, 2024, at 9:00 a.m.

Attendance:

Irene Gibbons, Board Chair
Cindy Briggs, Vice Chair
Janine Pequin, Trustee
Joe Dwyer, Trustee
Stacey Buga, Trustee
Trish Murray-Elliott, Trustee
Shawna Warren, Superintendent
Lisa Lacroix, Associate Superintendent, Human Resources
Sean Nicholson, Associate Superintendent, Corporate Services
Michelle Wilde, Recording Secretary

Robert Litchfield, Director, Technology Services	left meeting at 10:45 a.m.
Steven Holkham, Director, Facility Services	attended meeting at 9:32 a.m. left meeting at 10:10 a.m.
Nicole Farwell, Coordinator, Curriculum	left meeting at 9:29 a.m.
	attended meeting at 10:11 a.m. left meeting at 10:26 a.m.
Kourtney Kerr, Technology Lead Teacher	left meeting at 9:29 a.m.
Shannon Campbell Requa, Director, Education Planning	left meeting at 9:29 a.m.
	attended meeting at 10:11 a.m. left meeting at 10:26 a.m.

Regrets:

Tasha Oatway-McLay, Trustee

Call to Order

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

Land Acknowledgement

Trustee Briggs read the Land Acknowledgement Statement.

Approval of Agenda

[019/2024 - Moved by Trustee Briggs](#) that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Approval of Minutes

020/2024 - Moved by Trustee Dwyer that the minutes of the Regular Meeting of February 28, 2024, be approved as presented.

CARRIED UNANIMOUSLY

Business Arising From The Minutes

No business arising from the minutes.

Presentations/Delegations

Education Planning Presentation presented by:

Shannon Campbell Requa, Director, Education Planning
 Nicole Farwell, Coordinator, Curriculum
 Kourtney Kerr, Technology Lead Teacher

Action Items

2025/2026 School Calendar

As per AP235 Operational School Year and Calendar and the Education Act Section 60: A board shall determine and make publicly available for each school year the days, dates and number of days of school operation.

An operational school year calendar, which includes the School Operational Calendar Day Count and Details, shall be prepared for approval in principle by the Board on or before April 1 one full school year preceding the operational school year through a formal process. The school year shall meet the requirements as set out in the Education Act and will generally provide for sufficient instructional days to attend to the hours of instruction required by Alberta students.

- Early Childhood Services (ECS): 475 per school year
- Grades 1 through 9: 950 hours per school year
- Grades 10 through 12: 1000 hours per school year (500 per semester)

Following the review of the preliminary operational school year calendar, as per AP 235, the final operational school year calendar shall be drafted for approval by the Board by November 1 of the preceding academic year. The updated 2025/2026 School Calendar was first reviewed at the March 6, 2024, Committee of the Whole meeting. The following questions were posed by the Committee:

- 1) Does this new calendar cause any issues with Diploma Exams?
 - a) This calendar does not cause any issue with Diploma Exams as the last Diploma in June 2026 is Tuesday, June 23 from 9:00 a.m. - 12:00 p.m. and is Science 30.

- 2) Has the venue for SCHS Graduation 2026 been booked?
 - a) No date or venue for June 2026 has been booked at this time. The school cannot book more than one year in advance.

- 3) September 30th National Day of Truth and Reconciliation is on a Tuesday that year. What does it mean for staff and how people are paid?
 - a) On February 23, 2022, the Board of Trustees made the following motion:

#009/2022 - Moved by Ms. Irene Gibbons that the Board of Trustees approve Draft C as the final version of the 2022/2023 School Calendar as presented at the February 23, 2022, Public Board meeting; and

Further, September 30 become a Board-directed holiday recognizing the National Day of Truth and Reconciliation.

AP235 Operational School Year and Calendar was updated to reflect this Board Decision.

CARRIED UNANIMOUSLY

As per Board Motion and AP 235, National Day for Truth and Reconciliation is classified as a non-operational day: “A day that students and staff do not attend, including but not limited to Fall, Winter, Spring and Summer Breaks and general holidays”.

021/2024 - Moved by Trustee Murray-Elliott that the Board of Trustees approve the 2025/2026 School Calendar as presented at the March 20, 2024, Public Board meeting.

CARRIED UNANIMOUSLY

2024-2027 Draft Three Year Capital Plan

The Division is required to prepare and update its Three Year Capital Plan and submit it to Alberta Education on or prior to April 1 of each year. The Capital Plan is intended for review and approval by the Government and subsequently, fund the approved projects. The Division prepares all the planning and design of the projects in collaboration with members of the community and other stakeholders.

There are multiple factors considered in the three year capital plan, some solution request drivers are building condition index, community renewal, efficiency solutions, enrolment pressures, functionality & programming and health & safety. Capital project requests on the three year capital plan are categorized by the following five classifications; new school, addition to existing school, modernization of existing schools, replacement school and/or a solution.

As per *Board Policy 225: Role of the Board*, The Board of Trustees is responsible for reviewing and approving the Division's Three Year Capital Plan.

022/2024 - Moved by Trustee Pequin that the Board of Trustees approve the Three Year Capital Plan as presented at the March 20, 2024, Public Board meeting.

CARRIED UNANIMOUSLY

Board Policy 110: Welcoming Inclusive, Safe and Healthy Environments

The Board of Trustees is responsible for reviewing 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 Board, as elected officials of the community, provides overall direction and leadership to the Division. Policies are intended to set the direction, goals and expectations at a higher level, guiding the Division towards its mission.

As part of the annual review process, Administration has reviewed *Policy 110: Welcoming and Inclusive, Safe and Healthy Environments*. The recommended changes to the Policy include the broadening of the school community to include community members and volunteers as per Board request. This underscores the right for all members of a school community to learn, work and volunteer in environments that respect equity, diversity, inclusion and human rights. Emphasizing collective responsibility calls on everyone involved with The Sturgeon Public School Division to create and maintain a positive culture in schools and workplaces that are free from harassment, bullying, discrimination and violence.

Administration reviewed the correlated Administrative Procedure, *AP711 Welcoming Inclusive, Safe and Healthy Environments*, and updated the procedure to ensure it also captured volunteers and all members of the school community to uphold the commitment of the Board of Trustees to foster a learning and working environment free from violence and harassment as outlined in Policy 110. The AP establishes a comprehensive framework outlining the Division's stance against such acts and provides procedures to address them, emphasizing roles and responsibilities to ensure a safe and respectful environment. *AP 711* was brought to the February 28, 2024, Public Board meeting as information.

A new Administrative Procedure, *AP717: Workplace Violence and Harassment*, was created and shared as information at the February 28, 2024, Public Board meeting to uphold the commitment of the Board of Trustees to foster a learning and working environment free from violence and harassment as outlined in Policy 110. The AP establishes a comprehensive framework outlining the Division's stance against such acts and provides procedures to address them, emphasizing roles and responsibilities to ensure a safe and respectful environment.

Board Policy 110: Welcoming Inclusive, Safe and Healthy Environments was brought to the February 14, 2024, Committee of the Whole for a first reading and the March 6, 2024 Committee of the Whole for a second reading.

023/2024 - Moved by Trustee Buga that the Board of Trustees approve *Board Policy 110: Welcoming Inclusive, Safe and Healthy Environments* as presented at the March 20, 2024, Public Board Meeting.

CARRIED UNANIMOUSLY

Board Policy 300: School Based Decision-Making

The Board of Trustees is responsible for reviewing 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 Board, as elected officials of the community, provides overall direction and leadership to the Division.

Policies provide direction and signal the major intentions and priorities of the board of trustees. Directional policy is expressed in the board goals and strategic directions and is clearly aligned with government priorities. Directional policies signal long-term institutional commitments to student achievement and well-being, to values and to fairness.

The Education Act, Board Policy 105: Vision, Mission and Values, Board Policy 225: Role of the Board, Board Policy 240: Policy Development and Board Policy 700: Superintendent of Schools capture the governance role of the Board of Trustees for school based decision making.

Policy 300: School Based Decision Making was brought to the March 6, 2024, Committee of the Whole for review.

A new Administrative Procedure has been developed, *AP210: Role of School Administration*, to replace existing *AP210: School Based Decision Making* to ensure that Principals and Vice Principals have a clear procedure outlining their responsibilities.

Administration has reviewed and recommends rescinding *Board Policy 300: School Based Decision-Making*.

024/2024 - Moved by Trustee Buga that the Board of Trustees rescind *Board Policy 300: School Based Decision-Making* as recommended at the March 20, 2024, Public Board meeting.

CARRIED UNANIMOUSLY

Omnibus Motion for Board Policies 405, 415, 420 & 425

The Board of Trustees is responsible for reviewing 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 Board, as elected officials of the community, provides overall direction and leadership to the Division. Policies are intended to set the direction, goals and expectations at a higher level, guiding the Division towards its mission.

Policy 225: Role of the Board clearly defines the Board's governance responsibilities for resource stewardship as defined in the Education Act section 33.1(i):

Policy 225:

Resource Stewardship

The Board shall ensure effective stewardship of the Board's resources [Education Act s. 33(1)(i)]. Specifically, the Board:

38. Within the context of the strategic plan, approve budget assumptions and establish priorities at the outset of the budget process.
39. Review and approve annual budget and allocation of resources.
40. Approve substantive budget adjustments when necessary.
41. Approve borrowing for capital expenditures within provincial restrictions.
43. Receive, review and approve the annual Audited Financial Statements.
44. Acquire and dispose of land and buildings.
45. Approve student fees annually.
48. Approve transfer of funds to/from operating and capital reserves.
49. Approve annually signing authorities for the Division. Approve investment parameters in alignment with the Education Act Regulation.

Administration has reviewed and recommends rescinding *Board Policies 405, 415, 420 and 425*.

025/2024 - Moved by Trustee Pequin that the Board of Trustees approve the following Omnibus Motion to rescind the following Board Policies:

Board Policy 405: Budget Development and Transparency

Board Policy 415: Local Authorities Pension Plan

Board Policy 420: Income Tax Deductions Receipts for Donations Received by the Division

Board Policy 425: Revenue from Property Tax Sources

CARRIED UNANIMOUSLY

Administrative Reports

IMR/CMR Expenditure Report

Sean Nicholson, Associate Superintendent, Corporate Services and Steven Holkham, Director, Facility Services presented the IMR/CMR Expenditure Report.

A board has the responsibility to manage its facilities to ensure that education is delivered in a safe learning environment. This includes ensuring school facilities meet all regulatory requirements, particularly as they pertain to providing a safe and healthy environment.

As per the Funding Manual, IMR funding may only be used for the purpose for which it is intended. School Jurisdictions may use the funding to:

- a. Ensure school facilities meet all regulatory requirements, particularly as they pertain to providing a safe and healthy learning environment.
- b. Preserve and improve the quality of the learning environment by:
 - i. Replacing building components that have failed;
 - ii. Prolonging the life of the school facility through planned, proactive replacement of major components; and
 - iii. Upgrading of the educational areas to meet program requirements.
- c. Meet the requirements of children/students requiring specialized supports and services; or
- d. Replace or upgrade building components to improve energy conservation and efficiency to achieve cost savings as a result.

Also as per the Funding Manual, CMR funding allocations have been based on specific maintenance and renewal projects identified by the division.

The IMR program is annual funding based on the school year (September 1 to August 31), and CMR the Government of Alberta fiscal year is (April 1st to March 31st) which is allocated to school jurisdictions on a formula basis. IMR/CMR plans address critical maintenance and renewal projects in the division's facilities.

- a. IMR statement of final costs must be submitted to Alberta Education by November 30 of each school year
- b. CMR statement of final costs must be submitted to Alberta Education by June 30 of each school year.

Provided in the attachment for information is an update regarding Infrastructure Maintenance and Renewal (IMR) and Capital Maintenance and Renewal (CMR) Plan for the 2023 - 2024 school year.

Funding Information

The Government of Alberta changed Infrastructure Maintenance Renewal (IMR) funding allocations in 2021-2022 by dividing the total amount of funds received into IMR and Capital Maintenance Renewal (CMR) funding. Below is a list of the funding received over the last five years

School Year	IMR	CMR	Total
2019 - 2020	\$1,678,582	\$0.00	\$1,678,582
2020 - 2021	\$749,737	\$926,844	\$1,676,581
2021 - 2022	\$718,661	\$779,217	\$1,497,878
2022 - 2023	\$700,368	\$483,829	\$1,184,197
2023 - 2024	\$695,683	\$355,263	\$1,050,946

IMR and CMR funding has declined drastically over the last five years. The Division has seen a reduction of \$627,636 over the last three years as construction costs have increased.

Numeracy Report

Shannon Campbell Requa, Director, Education Planning and Nicole Farwell, Coordinator, Curriculum, presented the Numeracy Report.

Alberta Education defines numeracy as the ability, confidence and willingness to engage with quantitative and spatial information to make informed decisions in all aspects of daily living. A numerate individual has the confidence and awareness to know when and how to apply quantitative and spatial understandings at home, at school, at work or in the community. The Numeracy Report provides an overview of the numeracy intervention processes currently in place across Sturgeon Public Schools. The report includes current results reporting to support an understanding of the requirement for intervention.

Technology Services Report

Robert Litchfield, Director, Technology Services presented the Technology Services Report.

Working together with all departments and educators, Technology Services is committed to providing the needs of Sturgeon Public School Division, ultimately creating 21st century learning environments for enduring success. The use of technology within Sturgeon Public Schools is aligned in support of the Three Year Education Plan.

Health Break at 10:34 a.m. Meeting resumed at 10:45 a.m.

Communications Report - February & March 2024

Shawna Warren, Superintendent presented the Communications Report - February & March 2024.

Quarterly Financial Report - Quarter Two (Q2)

Sean Nicholson, Associate Superintendent, Corporate Services presented the Quarterly Financial Report - Quarter Two (Q2).

The Board annually approves a budget based on projected enrolments, revenues and expenses. The budget plots a course for the Board to provide educational services in its jurisdiction and to address local priorities. Responsible fiscal management requires the Board to monitor the Division's financial results to ensure that the organization operates according to its plan and to adjust operations if necessary.

This report provides the second quarter financial results as of February 29, 2024. The "Schedule of Revenues and Expenses" shows revenues and expenses from the Spring Budget, Quarter One (Q1) Forecast, Quarter Two (Q2) Forecast, Year to Date as of February 29, 2024, and percentage comparisons of Year to Date to Spring Budget and Quarter Two Forecast.

The Division on February 29, 2024, should expect revenues and expenses between 50 per cent (6/12 months) & 60 per cent (6/10 months). Overall actual revenues are at 52% of the Q2 Forecasted budget, while expenses are at 51% of the Q2 Forecasted budget.

- Year-to-date revenues as of February 29, 2024: \$42.6 million or 52 per cent of total forecasted revenues.
- Year-to-date expenses as of February 29, 2024: \$43.3 million or 51 per cent of total forecasted expenses.
- Year-to-date operating deficit as of February 29, 2024: \$0.7 million

Up to the end of Q2, the Division received the following additional revenues/funding not previously included in the Spring Budget:

Grant/Revenue	Amount	Received in
Alberta School Council Engagement Grant	\$8,000	Q2
Learning disruption support funds	\$101,513	Q1
Low Incidence Support Services	\$46,426	Q1
Other Alberta school authorities	\$31,244	Q1, Q2

Odyssey Grant 22-23 balance of funding	\$9,000	Q2
School Bus Driver Grant	\$22,000	Q1, Q2
Totals	\$218,183	

The following are announced additional funding not previously included in the Spring Budget and not received by the Division as of the end of this quarter:

Grant/Revenue	Amount	Expected in
School Nutrition Program - One Time Payment	\$47,568	Q3

In Q2, the Division re-classified actual secondment revenue from Sales and Services into Alberta Education Revenue and Other Revenue. This was done after the Q2 forecasted amount. Q3 forecast will reflect this secondment revenue re-classification.

2023-2024 Superintendent Discretionary Fund

Shawna Warren, Superintendent, presented an update on the 2023-2024 Superintendent Discretionary Fund.

February 22, 2024, to March 13, 2024, the following additional staffing FTE and resources have been allocated to schools using Superintendent Discretionary Fund dollars:

- Refund of \$599.00 was returned to the budget due to one individual being unable to attend STEAM PD and one individual attending only a portion.

Chair Gibbons (Gibbons/Lamoureux)

Chair Gibbons reported that she attended:

- Agenda Review with the Superintendent (*Mar. 5 & Mar. 15*)
- ASBA Board Chair Working Session with Alberta Education Ministry (*Mar. 18*)
- Committee of the Whole Meeting (*Mar. 6 & Mar. 20*)
- Council of School Councils' Meeting (*Mar. 7*)
- Education Minister appear before Standing Committee on Families and Communities for Budget Estimates (*Mar. 12*)
- Landing Trail Conversations and ASCA Presentation (*Mar. 20*)
- Landing Trail Parent Conversation and ICE Presentation (*Mar. 14*)
- Meeting with MLA Nally and Town of Gibbons Mayor Deck (*Mar. 7*)
- Meeting with St. Albert Public School Board of Trustees (*Mar. 6*)
- Parent Engagement Session (*Mar. 5*)
- Public Board Meeting (*Mar. 20*)
- Rural Caucus Meeting (*Mar. 3*)
- SLC/MLC/SPVA School Council Meeting (*Mar. 5*)
- Trustee Panelist for ATA Political Engagement Seminar (*Mar. 2*)

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Committee of the Whole Meeting (*Mar. 6 & Mar. 20*)
- Council of School Councils' Meeting (*Mar. 7*)
- Joint Use Committee Meeting Town of Bon Accord (*Mar. 13*)
- Legal School Council Meeting (*Mar. 21*)
- Lilian Schick School Council and RPA Meeting (*Mar. 18*)
- Meeting at Central Office (*Mar. 11*)
- Meeting with St. Albert Public School Board (*Mar. 6*)
- Public Board Meeting (*Mar. 20*)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Alberta Rural Education Symposium (*Mar. 3 - 5*)
- Citizenship Ceremony at Four Winds (*Mar. 21*)
- Committee of the Whole (*Mar. 6 & Mar. 20*)
- Council of School Councils' (*Mar. 7*)
- École Morinville Public School Character Assembly (*Mar. 15*)
- École Morinville Public School Council (*Mar. 4*)
- Four Winds School Council (*Mar. 7*)
- Gibbons School Career Fair (*Mar. 19*)

- Jessica Martel Memorial Foundation Women's Day Luncheon (*Mar. 7*)
- Meeting with Principal (*Mar. 1*)
- Meeting with St. Albert Public Schools (*Mar. 6*)
- PSBAA - Choice in Education (*Mar. 1*)
- Public Board Meeting (*Mar. 20*)
- SCHS School Council (*Mar. 18*)
- SPVA Flex Friday (*Mar. 15*)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Playgrounds and Insurance Concerns

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

Trustee Murray-Elliott reported that she attended:

- Committee of the Whole Meeting (*Mar. 6 & Mar. 20*)
- Council of School Councils' Meeting (*Mar. 7*)
- CUPE Negotiations (*Mar. 11*)
- Meeting with St. Albert Public Schools Board of Trustees (*Mar. 6*)
- PSBAA Webinar: Choice in Alberta Education (*Mar. 1*)
- Public Board Meeting (*Mar. 20*)
- School Council, Sturgeon Heights School (*Mar. 18*)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Committee of the Whole (*Mar. 6 & Mar. 20*)
- Council of School Councils' Meeting (*Mar. 7*)
- Meeting with St. Albert Public School Board (*Mar. 6*)
- Ochre Park School Council (*Mar. 14*)
- Public Board Meeting (*Mar. 20*)
- Redwater School Council (*Mar. 13*)
- Redwater School Open House (*Mar. 5*)
- Zone $\frac{2}{3}$ (*Mar. 22*)

Alberta Rural Education Symposium

Trustee Buga presented a written report.

March 3-5 at River Cree; Attended by Superintendent Shawna Warren and Trustee Stacey Buga

The Alberta Rural Education Symposium was initiated by the Minister of Education in 2012. Alberta Education organized and planned the entire one-day symposium. Since 2013, the Alberta Rural Education Symposium Planning Committee has been an

example of effective collaboration between education stakeholder groups. The committee is made up of representatives from the Alberta Teachers' Association, the Alberta School Boards Association, the Alberta School Councils Association, the Alberta School Business Officials Association, the College of Alberta School Superintendents and Alberta Education.

Evening with the Minister - hosted by Andrea Holowka, CASS President

- Education Minister was interviewed and opened the floor to questions for 1.5 hours and he stayed to mingle for another hour. No other MLAs attended the MLA reception.

Reconciliation, a Message of Hope - Cadmus Delorme

- He acknowledged big issues like lobster fishing rights in the East, missing women in the landfill in Manitoba, the Oka Crisis, etc, but remained positive about moving forward together. "The greatest warrior is the one who brings peace"
- He suggested we be radically open-minded and "share your heart before you ask for a hand"

Equity, Diversity and Voice in a Rural Context - Dr. Leyton Schnellert

- He brings awareness to intersectionality and how diversity includes differences in physical abilities, socio-economic background, learning abilities, as well as ethnic background, gender identity, and lived experiences.
- "Don't get everyone to the same level, take everyone to their next level"

Governance - Dr. Jordan Tinney

- Interactive presentation - 4 steps Start with recognition of successes, Grieving or letting go of what you cannot change, Action - what can you do?, Vision - Where do you want to be, what does it look like?
- Interactive presentation - interviewing tablemates, 4 questions about rural education (based on above 4 steps) - at the end of the exercise, everyone came up with similar solutions to most issues being to build community and advocate for the unique opportunities in Rural Alberta.

Student Panel - Facilitated by Dr. Jordan Tinney

- Great to hear students being strong advocates for rural education. It's always valuable to hear those same 4 themes from the student voice. Many similar themes of community being a strength for them.

Education and the Survival of Rural Alberta - Dr. Ken Coates

- Some interesting stats about rural Canada. 90% of Canadians live within 150km of the US border. In turn, this means that a large majority of decision

makers also live in these spaces and may not know or understand how important rural Canada is to our culture and economic future.

- It is critical to use what we have, be creative, and share loudly the benefits of rural life.

Committee of the Whole

The Board of Trustees received as information, the approved minutes of the meeting from the February 28, 2024, and the unapproved minutes of the meeting from the March 6, 2024, Committee of the Whole meetings.

Rotary Report

Trustee Dwyer shared a verbal report.

- Attended the Teacher's Convention and the Rotary has a teacher exchange program.
- Interact group at SCHS working on a video on a show.
- Asked Rotary for \$1000 for the Camilla play and received it.

Reports from Special Committees/Task Groups

Alberta School Boards Association Representative

Trustee Pequin shared her verbal report.

Public School Boards Associate of Alberta Representative

Trustee Murray-Elliott presented a written report.

PSBAA Webinar, presentation of "Choice in Alberta Education: Challenges and Opportunities for Public Schools" presented on March 1, 2024. Shared in Google Drive.

Next PSBC is scheduled for April 11 and 12 at DoubleTree in Edmonton.

PSBAA Spring General Assembly 2024 in Calgary, May 30 – June 1.

Summer PSBC meeting August 7 – 9 in Grande Prairie.

Unfinished Business

No unfinished business.

Comment and Question Period

No comments or questions from the public.

In Camera

026/2024 - Moved by Trustee Pequin that the Board of Trustees move to In Camera at 11:47 a.m.

CARRIED UNANIMOUSLY

Lunch Break at 12:08 p.m. Meeting resumed at 12:40 p.m.

027/2024 - Moved by Trustee Briggs that the Board of Trustees revert to a public meeting at 1:19 p.m.

CARRIED UNANIMOUSLY

Adjournment

Trustee Pequin adjourned the meeting at 1:19 p.m.

Chair

Date

Associate Superintendent,
Corporate Services