



Date: May 22, 2024 **Agenda Item:** 9.3

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Committee of the Whole
Senior Administrative Team

Governance Policy: [Board Policy 230: Board Committees](#)
[Board Policy 700: Superintendent of Schools](#)

Additional Reference: [Board Policy 230: Appendix A - Committee of the Whole](#)
Education Act: Sections 51, 52(1)(b)
Board Procedures Regulation 82/2019

Assurance Domain: Governance
Local & Societal

Superintendent Leadership Quality Standard (SLQS)

SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):

Building Effective Relationships
School Division Operations and Resources
Supporting Effective Governance

Subject: **Committee of the Whole Report**

Purpose:

For information.

Background:

The Board believes that the work of the Board may be facilitated through committees, both standing and ad hoc, task groups, and/or other structures as determined from time to time (Policy 230). The Board may delegate responsibilities and duties to such committees and task groups while retaining Board governance regarding any or all decisions or recommendations made by these committees. The Committee of the Whole is established pursuant to Section 52 (1) (b) of the Education Act.

The Board believes that transparency and accountability should be demonstrated to the greatest extent possible. The purpose of the Committee of the Whole is to provide an opportunity for all Trustees to engage in professional development, review the function of the Board and strategic planning purposes, and make recommendations for agenda items for subsequent Board meetings. The Board also uses this opportunity to explore matters to a greater depth, seek clarification from Administration and discuss matters requiring a

deeper level of understanding prior to the consideration of the matter at a Regular Board Meeting (Policy 230, Appendix A).

On April 24, 2024, and May 9, 2024, the Committee of the Whole met to discuss a number of topics chosen in advance by both the Board of Trustees and the Senior Administrative Team. The following reports attached are a record of those meetings.

The Board Chair is prepared to respond to questions at the May 22, 2024, Public Board meeting.

Attachment(s):

1. Approved Minutes of the Meeting - April 24, 2024
2. Unapproved Minutes of the Meeting - May 9, 2024 (To be brought forward for approval at the May 22, 2024, Committee of the Whole).

Attendance:

Irene Gibbons, Board Chair
Cindy Briggs, Vice Chair
Janine Pequin, Trustee
Joe Dwyer, Trustee
Stacey Buga, Trustee
Tasha Oatway-McLay, Trustee
Trish Murray-Elliott, Trustee
Shawna Warren, Superintendent
Jonathan Konrad, Deputy Superintendent, Education Services
Sean Nicholson, Associate Superintendent, Corporate Services
Michelle Wilde, Recording Secretary

1. Call to Order

Chair Gibbons called the meeting to order at 2:07 p.m.

2. Approval of the Agenda

Moved by Trustee Briggs that the Board of Trustees accept the agenda as amended with the additions below:

- 6.1 Potholes and Parking Lots
- 6.2 School Cleanliness

CARRIED UNANIMOUSLY

3. Approval of the Committee Minutes

Moved by Trustee Murray-Elliott that the Board of Trustees accept the Committee Meeting Minutes of April 10, 2024, as presented.

CARRIED UNANIMOUSLY

4. Audit, Finance and Human Resources

- 4.1 2024-2025 Preliminary Budget:** Sean Nicholson, Associate Superintendent, Corporate Services provided information on the 2024-2025 Preliminary Budget and Budget. Discussion ensued.

Special Board Meeting scheduled on May 28, 2024, at 5:00 p.m. to discuss and approve Budget 2024-2025.

4.2 Trustee Monthly Expense Report: Sean Nicholson, Associate Superintendent, Corporate Services provided the Trustee Monthly Expense Report.

5. Policy: no update.

6. Capital Projects and Facility Services

6.1 Potholes and Parking Lots

Trustees discussed locations of concern regarding potholes and parking lots.

[Information to be brought to the May 22, 2024, Committee of the Whole meeting.](#)

6.2 School Cleanliness

One Trustee brought forward a concern regarding the cleanliness of one school.

[Information to be brought to the May 22, 2024, Committee of the Whole meeting.](#)

7. Advocacy

7.1 Stakeholder Engagement Early Analysis Spring 2024

Shannon Campbell-Requa, Director Education Planning, presented the Stakeholder Engagement Early Analysis Spring 2024 for discussion.

7.2 Agenda - Student Advisory Committee - May 28, 2024

Trustees discussed agenda items for the Student Advisory Committee meeting on May 28, 2024.

7.3 MLA Nally/MLA Getson Follow-Up Meeting

Trustees discussed sending follow-up emails to MLA Nally, MLA Getson and MP Lloyd regarding action items discussed during the in-person meetings held earlier in the year.

7.4 Alberta Education Cell Phone in Schools Survey

Trustees discussed the Alberta Education Cell Phone in Schools Survey and if the board had an appetite to strengthen the language in policy 900 around cell phones. Policy 900 will come for annual review June 2024.

7.5 ASBA

Chair Gibbons and Trustee Buga provided an update from the ASBA Zone 2/3 meeting.

7.5.1 Position Statement on Vaping

Trustees discussed the position statement on vaping.

7.6 PSBAA

Trustees further discussed the update provided by Trustee Murray-Elliott in the Public Board meeting.

7.7 Upcoming School Events/Trustee Attendance

Agenda item deferred.

7.8 2023-2024 Board Strategic Plan

Agenda item discussed at the Public Board meeting.

8. Transportation: no update.

9. Governance

9.1 2024-2025 Board Meeting Schedule

Trustees discussed options for the 2024-2025 Board Meeting Schedule.

9.2 Professional Development/Evaluation - Consultant

Chair Gibbons brought forward information from the Consultant for Professional Development/Evaluation.

9.3 Trustee Handbook Review - 2023-2024

Agenda item deferred.

9.4 Board Meeting Procedures Review - Robert's Rule of Order - Board Meeting in Slow Motion.

Agenda item deferred.

10. Adjournment

Chair Gibbons adjourned the meeting at 4:58 p.m.

Next meeting: Wednesday, May 9, 2024, 1:00pm - 4:00pm.

MINUTES OF THE COMMITTEE OF THE WHOLE

Meeting held at the Frank Robinson Education Centre Boardroom, in
Morinville, Alberta

On Wednesday, May 9, 2024, at 1:30 p.m.

Attendance:

Irene Gibbons, Board Chair

Cindy Briggs, Vice Chair

Janine Pequin, Trustee

Joe Dwyer, Trustee

*Stacey Buga, Trustee

*Tasha Oatway-McLay, Trustee

left meeting at 3:45 p.m.

Trish Murray-Elliott, Trustee

Shawna Warren, Superintendent

Jonathan Konrad, Deputy Superintendent, Education Services

Sean Nicholson, Associate Superintendent, Corporate Services

Michelle Wilde, Recording Secretary

**Attended meeting virtually*

1. Call to Order

Chair Gibbons called the meeting to order at 1:34 p.m.

2. Approval of the Agenda

Moved by Trustee Briggs that the Board of Trustees accept the agenda as presented.

CARRIED UNANIMOUSLY

3. Approval of the Committee Minutes

Moved by Trustee Oatway-McLay that the Board of Trustees accept the Committee Meeting Minutes of April 24, 2024, as presented.

CARRIED UNANIMOUSLY

4. Advocacy

- 4.1 Draft 2024-2027 Education Plan:** Jonathan Konrad, Deputy Superintendent, Education Services provided the Draft 2024-2027 Education Plan. Discussion ensued. The document will remain open to Trustees to provide feedback and ask questions.

[Draft 2024-2027 Education Plan will be brought to the May 22, 2024, Committee of the Whole meeting for further discussion.](#)

Meeting recessed for break 2:15 p.m.

Meeting resumed at 2:22 p.m.

5. Audit, Finance and Human Resources

5.1 Draft 2024-2025 Preliminary Budget: Sean Nicholson, Associate Superintendent, Corporate Services provided information on the Draft 2024-2025 Preliminary Budget. Discussion ensued. Trustees will email questions/feedback to the Superintendent and the other Board members over the course of the next two weeks leading into the next Committee of the Whole discussion.

Draft 2024-2025 Budget will be brought to the May 22, 2024, Committee of the Whole meeting for further discussion.

6. Policy: no update.

7. Capital Projects and Facility Services: no update.

8. Transportation: no update.

9. Governance: no update.

10. Adjournment

Chair Gibbons adjourned the meeting at 4:12 p.m.

Next meeting: Wednesday, May 22, 2024, after Public Board.