



**Date:** August 28, 2024 **Agenda Item:** 8.3

**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**

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#### **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, review and develop Board policies 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 June 19, 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 report attached is a record of this meeting.

The Board Chair is prepared to respond to questions at the August 28, 2024, Public Board meeting.

**Attachment(s):**

1. Unapproved Minutes of the Meeting - June 19, 2024 (To be brought forward for approval at the August 28, 2024, Committee of the Whole).

## MINUTES OF THE COMMITTEE OF THE WHOLE

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

On Wednesday, June 19, 2024, at 12:35 p.m.

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### Attendance:

Irene Gibbons, Board Chair

Cindy Briggs, Vice Chair

Janine Pequin, Trustee

Joe Dwyer, Trustee

Left meeting at 3:57 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

Left meeting at 4:16 p.m.

Sean Nicholson, Associate Superintendent, Corporate Services

Michelle Wilde, Recording Secretary

Evan Soper, Facilities Coordinator, Facility Services Arrived at 3:18 p.m. Left meeting at 4:00 p.m.

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### 1. Call to Order

Chair Gibbons called the meeting to order at 12:45 p.m.

### 2. Approval of the Agenda

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

**CARRIED UNANIMOUSLY**

### 3. Approval of the Committee Minutes

Moved by Trustee Buga that the Board of Trustees accept the Committee Meeting Minutes of May 22, 2024, as presented.

**CARRIED UNANIMOUSLY**

### 4. Policy

**4.2 Policy Recommendations:** Shawna Warren, Superintendent, brought forward as information a document regarding Policy Recommendations. Discussion ensued.

**4.3 Policy 900: Student Conduct and Discipline:** Shawna Warren, Superintendent, brought forward, recommended changes to Policy 900: Student Conduct and Discipline.

Policy 900: Student Conduct and Discipline will be brought back to the Committee of the Whole meeting for further discussion.

## 5. Advocacy

**5.1 County Bounty:** Sean Nicholson, Associate Superintendent, Corporate Services brought forward information about County Bounty.

**5.2 Important Dates for the Board of Trustees**  
The Chair brought forward a document for discussion.

**5.3 ASBA**  
Update provided.

**5.4 PSBAA**  
No update.

**5.5 Upcoming School Events/Trustee Attendance**  
Trustees reviewed and discussed upcoming school events.

**5.6 2023-2024 Board Strategic Plan**  
Trustees reviewed and discussed progress on the 2023-2024 Board Strategic Plan.

## 6. Audit, Finance and Human Resources

**6.1 Trustee Monthly Finance Report:** Sean Nicholson, Associate Superintendent, Corporate Services provided the Trustee Monthly Expense Report.

**6.2 Survey: Classroom Complexity Grant: Spring 2024 Reporting:** Shawna Warren, Superintendent, provided the survey responses to the Classroom Complexity Grant: Spring 2024 request.

## 7. Capital Projects and Facility Services

### 7.1 Capital Projects and Facility Services

**7.1.1 Deferred Maintenance:** Sean Nicholson, Associate Superintendent, Corporate Services provided an update on Deferred Maintenance.

**7.1.2 Sand Specifications:** Sean Nicholson, Associate Superintendent, Corporate Services provided an update on Sand Specifications.

**7.1.3 Potholes and Parking Lots:** Sean Nicholson, Associate Superintendent, Corporate Services provided an update on Potholes and Parking Lots.

**7.1.4 School Cleanliness:** Sean Nicholson, Associate Superintendent, Corporate Services provided an update on School Cleanliness.

**7.2 JUPA:** Sean Nicholson, Associate Superintendent, Corporate Services provided an update on JUPA.

**7.3 Boardroom/MLC Move:** Shawna Warren, Superintendent and Sean Nicholson, Associate Superintendent, Corporate Services provided information on the Boardroom and MLC move.

**8. Transportation:** no update.

**9. Governance**

**9.1 PSBAA Professional Development**

**9.1.1 Module 10 - Advocacy**  
Agenda item deferred.

**9.1.2 Module 18 - Social Media - Strategy and Purpose**  
Agenda item deferred.

**9.2 Staff Recognition May 2024 Feedback**

Survey results for feedback on Staff Recognition held in May 2024 were provided to the Trustees for discussion.

**9.2 Trustee Handbook Review - 2023-2024**

Agenda item deferred.

**10. Adjournment**

Chair Gibbons adjourned the meeting at 4:19 p.m.

**Next meeting:** Wednesday, August 28, 2024