



Date: September 23, 2024 **Agenda Item:** 9.3
To: Board of Trustees
From: Shawna Warren, Superintendent
Originator(s): Committee of the Whole
Senior Administrative Team
Subject: **Committee of the Whole Report**

Background:

On August 28, 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.

Status & Relationship to Superintendent Leadership Quality Standard (SLQS):

This report aligns with the [SLQS](#) in the following way:

- COMPETENCY:** (3) Visionary Leadership
INDICATORS: a. ensuring that the vision is informed by research on effective learning, teaching and leadership;
b. promoting innovation and continuous improvement by building structures and developing strategies to support staff in professional collaboration; and
c. promoting in the school community a common understanding of and support for the school authority’s goals, priorities and strategic initiatives.
- COMPETENCY:** (6) School Authority Operations and Resources
INDICATORS: a. providing direction on fiscal and resource management in accordance with all statutory, regulatory and school authority requirements;
b. ensuring effective alignment of the school authority’s human resources to achieve the school authority’s education plan;
c. delegating responsibility to staff, where appropriate, to enhance operational efficiency and effectiveness; and
e. establishing data-informed strategic planning and decision-making processes that are responsive to changing contexts.

COMPETENCY:	(7) Supporting Effective Governance
INDICATORS:	a. establishing and sustaining a productive working relationship with the board, based on mutual trust, respect and integrity; b. ensuring that all students and staff are provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging; c. ensuring that all students in the school authority have the opportunity to meet the standards of education set by the Minister of Education; d. ensuring that the board's plans, resource allocations, strategies and procedures lead to the achievement of its goals and priorities; and m. promoting constructive relations between the board and staff, as well as provincial authorities, post-secondary institutions and education stakeholder organizations.

Governance Implications:**Education Act**

Delegation of power

52(1) Subject to subsections (4) and (5), a board may authorize

(b) a committee of the board or a committee established by the board, or

to do any act or thing or exercise any power that the board may do or exercise or is required to do or exercise.

Policy 230: Board Committees

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: Appendix A - Committee of the Whole

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 221: Role of the Trustee

2.4 Trustees shall be prepared for Board deliberations by attending in person or by electronic means:

2.4.1 All regularly scheduled or special meetings of the Board of Trustees and any committee meetings to which they are assigned, on a regular and punctual basis.

The Board Chair is prepared to respond to questions at the September 23, 2024, Public Board meeting.

Attachment(s):

1. Unapproved Minutes of the Meeting - August 28, 2024 (To be brought forward for approval at the September 23, 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, August 28, 2024, at 12:36 p.m.

Attendance:

Tasha Oatway-McLay, Board Chair

Stacey Buga, Vice Chair

Cindy Briggs, Trustee

Irene Gibbons, Trustee

Janine Pequin, Trustee

Joe Dwyer, Trustee

Trish Murray-Elliott, Trustee

Shawna Warren, Superintendent

Jonathan Konrad, Deputy Superintendent, Education Services

Lisa Lacroix, Associate Superintendent, Human Resources

Sean Nicholson, Associate Superintendent, Corporate Services

Michelle Wilde, Recording Secretary

Franco Maisano, Executive Director, Corporate Services Arrived at 2:35 p.m.

Left meeting at 2:40 p.m.

Steven Holkham, Executive Director, Facility Services Arrived at 2:45 p.m.

Left meeting at 3:00 p.m.

1. Call to Order

Chair Oatway-McLay called the meeting to order at 12:36 p.m.

2. Approval of the Agenda

Moved by Trustee Gibbons 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 June 19, 2024, as presented.

CARRIED UNANIMOUSLY

4. Policy

4.2 Policy Recommendations

Agenda item forwarded to the Policy Committee.

4.3 Policy 700: Superintendent of Schools

Agenda item forwarded to the Policy Committee.

- 4.4 Policy 900: Student Conduct and Discipline**
Agenda item forwarded to the Policy Committee.

5. Advocacy

5.1 Important Dates for the Board Trustees

Important Dates for the Board of Trustees document was brought back from a previous Committee of the Whole meeting for continued discussion.

5.2 2024-2025 Big Rocks

Shawna Warren, Superintendent brought forward as information 2024-2025 Big Rocks for discussion.

5.3 Board Retreat

Information on the Board Retreat was brought forward for discussion.

Meeting recessed for break at 1:59 p.m. Meeting resumed at 2:09 p.m.

5.4 Survey: Dual Credit Programming

Responses to the Alberta Education Survey: Dual Credit Programming were shared with the Board of Trustees.

5.5 ASBA

ASBA discussed.

5.6 PSBAA

PSBAA discussed.

5.7 Upcoming School Events/Trustee Attendance

Trustees reviewed and discussed upcoming events.

5.8 2023-2024 Board Strategic Plan

Deferred to Board Retreat.

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 Staff Recognition 2025:** Beginning discussion on Staff Recognition 2025.

6.3 Alberta Education - Funding Update Summer 2024: Sean Nicholson, Associate Superintendent, Corporate Services provided an update on the Division's Funding Profile Update and the extension of the Mental Health in Schools grant (MHIN).

7. Capital Projects and Facility Services

7.1 Capital Projects and Facility Services: Sean Nicholson, Associate Superintendent, Corporate Services and Steven Holkham, Director, Facility Services provided an update on Capital Projects and Facility Services.

7.1.1 Summer Project Update: Sean Nicholson, Associate Superintendent, Corporate Services and Steven Holkham, Director, Facility Services provided an update on summer projects.

8. Transportation

8.1 CBO Contract Update - Schedule A: Sean Nicholson, Associate Superintendent, Corporate Services provided an update on CBO Contract - Schedule A.

8.2 Status Update: Sean Nicholson, Associate Superintendent, Corporate Services provided a status update.

9. Governance

9.1 PSBAA Professional Development
Agenda Item Deferred

9.2 Trustee Handbook Review - 2023-2024
Deferred to Board Retreat.

10. Adjournment

Trustee Briggs adjourned the meeting at 3:11 p.m.

Next meeting: Monday, September 23, 2024