



Date: October 23, 2024 **Agenda Item:** 9.4
To: Board of Trustees
From: Shawna Warren, Superintendent
Originator(s): Policy Committee
Senior Administrative Team
Subject: **Policy Committee Report**

Background:

At the Public Board meeting on August 28, 2024, the Board established an ad hoc Policy Committee for the 2024-2025 school year.

Report Summary:

The Policy Committee held an online meeting on October 11, 2024. The following is a summary of that meeting:

- *Policy 700: Superintendent of Schools* was reviewed.
 - The Policy Committee recommended that the policy go to the October 23, 2024, Committee of the Whole for full Board discussion.
- *Policy 220: Trustee Code of Conduct* was reviewed.
 - The Committee recommended that the policy, with its three appendices, go to the October 23, 2024, Committee of the Whole for full Board discussion.
- *Policy 905: Awards and Recognition Policy* and related *AP 860: Division Awards, Scholarships, Bursaries, and Recognition* were reviewed.
 - The Policy Committee recommended that the policy go to the next Policy Committee meeting.
- Policy Framework (G-TECH Model) / Policy Recommendations was deferred to the next Policy Committee Meeting

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

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

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; and
c. delegating responsibility to staff, where appropriate, to enhance operational efficiency and effectiveness.

COMPETENCY: (7) Supporting Effective Governance

- INDICATORS:**
- a. establishing and sustaining a productive working relationship with the board, based on mutual trust, respect and integrity;
 - d. ensuring that the board's plans, resource allocations, strategies and procedures lead to the achievement of its goals and priorities;
 - f. supporting the board in the fulfillment of its governance functions in the fiduciary, strategic and generative realms; and
 - g. implementing board policies and supporting the regular review and evaluation of their impact.

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

Board Procedures Regulation (Education Act - Alberta Regulation 82/2019)

Policies and procedures

4 The board must

- (a) establish policies and procedures governing the conduct of meetings of the board and the administration and business of the board, and
- (b) monitor and evaluate the effectiveness of the established policies and procedures on a regular basis.

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.

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.

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 Committee Chair is prepared to respond to questions at the October 23, 2024, Public Board meeting.

Attachment(s):

1. Policy Committee Notes - October 11, 2024



Policy Committee Meeting Notes

October 11, 2024

Microsoft TEAMS Online Meeting

In Attendance: Irene Gibbons, Trustee
Stacey Buga, Vice Chair

Administration: Shawna Warren, Superintendent
Lisa Lacroix, Associate Superintendent, Human Resources

1. Call to Order

3:00 p.m. - Stacey Buga, Vice Chair served as Committee Chair and called the meeting to order.

2. Approval of the Agenda

MOVED by Irene Gibbons, Trustee

THAT the October 11, 2024, Policy Committee agenda be approved as amended to include the Book Awards policy.

CARRIED UNANIMOUSLY

3. Approval of Committee Notes

MOVED by Irene Gibbons, Trustee

THAT the September 9, 2024, Policy Committee notes be approved as presented.

CARRIED UNANIMOUSLY

4. New Business

4.1 Policy Checklist

Standing item on the Policy Committee agenda.

4.2 Policy Recommendations

Agenda item deferred.

4.3 Policy 700: Superintendent of Schools

Discussion held on recommended Policy 700: Superintendent of Schools. The Committee provided suggestions to the current draft and recommended that the policy go to the October 23, 2024, Committee of the Whole for full Board discussion.

4.4 Policy 220: Trustee Code of Conduct

Discussion held on recommended Policy 220: Trustee Code of Conduct. The Committee recommended the policy go to the October 23, 2024, Committee of the Whole for full Board discussion.

5. Other

5.1 Book Awards

- [Policy 905: Awards and Recognition Policy](#)
 - i. [860: Division Awards, Scholarships, Bursaries, and Recognition](#)

Trustee Gibbons brought forward a question from a school council meeting where parents asked about the name “Book Awards” and other award guidelines. The Committee deferred a full discussion to a future Policy Committee meeting.

6. Next Meeting

Date: TBD after Board Retreat
Time: TBD

7. Future Agenda Items

- Board Policy 500: Student Transportation Services (January)

8. Adjournment

Meeting adjourned at 4:09 p.m.