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MINUTES OF THE PUBLIC BOARD MEETING

Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, November 27, 2024, at 10:00 a.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

*Benji Waser, MNP

Franco Maisano, Executive Director, Corporate Services

Shannon Campbell Requa, Director, Education Planning

Steven Holkham, Director, Facility Services

Arrived at 11:16 a.m.

Left Meeting at 10:33 a.m.

Left Meeting at 11:00 a.m.

Left Meeting at 11:00 a.m.

Left Meeting at 11:43 a.m.

*Online Attendance

Call to Order

Board Chair Oatway-McLay called the meeting to order at 10:00 a.m.

Land Acknowledgement

Trustee Dwyer read the Land Acknowledgement Statement.

Approval of Agenda

Trustee Buga added to the agenda:

10.6 Rural Caucus Update

084/2024 - Moved by Trustee Briggs that the agenda be approved as amended.

CARRIED UNANIMOUSLY

Approval of Minutes

085/2024 - Moved by Trustee Buga that the minutes of the Regular Meeting of October 23, 2024, be approved as presented.

CARRIED UNANIMOUSLY**Business Arising From The Minutes**

No business arising from the minutes.

Presentations/Delegations

Benji Waser from MNP presented the 2023-2024 Audited Financial Statements.

Action Items**2023-2024 Reserve Transfer Approval**

The two tables attached provide a summary and a breakdown of both the Operating and Capital reserves as presented in the Audited Financial Statements for the year end August 31, 2024.

A summary of the transfer is outlined below:

- Net increase to Operating Reserves equals \$825,389
 - Program Surplus Deficit: \$ (3,567,380)
 - Amortization of Asset Retirement Obligation: \$167,005
 - Transfers between Operating reserves: \$4,225,765

- Net transfers decrease of Capital Reserves equal \$(250,266)
 - Unsupported Amortization: \$400,000
 - Board Funded Tangible Capital Assets: \$(650,266)

The Board's approval is required for the completion of the Audited Financial Statement for the year ending August 31, 2024. Operating Reserves are surplus Funds set aside for future operating purposes but may be re-purposed at the Board's discretion. Capital Reserves are surplus funds set aside for future replacement of capital assets; however, repurposing of Capital Reserves requires the Minister of Education's pre-approval.

Alberta school divisions are allowed to accumulate surplus in the form of operating or capital reserves to meet future operating and capital needs. Accumulated surplus from operations is a key financial health indicator that the Department of Education monitors on a regular basis.

As of August 31, 2024, the accumulated surplus from operations is \$3.9 million. This is composed of:

- | | |
|----------------------------|---------------|
| 1. Operating Reserves: | \$3.9 million |
| 2. School Generated Funds: | \$0.7 million |

Total accumulated surplus from operations less school generated funds, is approximately \$3.2 million. The Division's reserve operating reserve limit is estimated to be \$3.1 M. Therefore the Division is over its operating reserve limit by less than \$0.1 million

In order to meet future operating and capital obligations, the Board of Trustees should allocate accumulated surplus to operating and capital reserves as recommended by administration.

086/2024 - Moved by Trustee Murray-Elliott that the Board of Trustees approve the transfer of operating and capital reserves for the year ending August 31, 2024, as outlined on:

- Table 1: Operating Reserves Balance August 31, 2024
- Table 2: Capital Reserves Balance August 31, 2024

CARRIED UNANIMOUSLY

2023-2024 Audited Financial Statements

The Education Act, Part 6: Section 139, specifies that school boards are responsible for preparing financial statements and Section 141 specifies an auditor will provide a report on the financial statements. The Committee of The Whole is required by the Board of Trustees to review financial reporting and compliance with legislation and regulatory requirements.

On Wednesday, November 20, 2024, the Committee of the Whole reviewed the Draft 2023-2024 Audited Financial Statement, presented by MNP, for the year ending August 31, 2024.

The Financial Statements, including the notes, have been prepared in accordance with Generally Accepted Accounting Standards (GAAP) and Canadian Public Sector Accounting Standards (PSAS), and by following the financial statement guidelines and format prescribed by Alberta Education.

The auditors provided an unqualified report. The statements present fairly, in all material aspects the financial position of The Sturgeon Public School Division. After discussion with administration and the external auditors, the Committee recommended that the Board of Trustees approve The Sturgeon Public School Division's Audited Financial Statements for the fiscal year ending August 31, 2024, at the Public Board Meeting on November 27, 2024.

The attached report supports these fiscal responsibilities and provincial reporting requirements.

087/2024 - Moved by Trustee Briggs that the Board of Trustees approve the 2023-2024 Audited Financial Statements for the year ending August 31, 2024, as presented at the November 27, 2024 Public Board Meeting.

CARRIED UNANIMOUSLY

Draft Sturgeon Public Schools Annual Education Results Report (AERR) - November 2024
Attached for Trustee review is the DRAFT Annual Education Results Report (AERR) for November 2024.

The Division's Annual Education Results Report (AERR) provides information on results for all required provincial measures and local measures Sturgeon Public Schools chooses to include. The report highlights the successes and challenges of the past year and is prepared each year in November for the Board of Trustees to review. The attached AERR specifically reports on progress towards achieving the goals and outcomes of the May 2023 - 2026 Education Plan which was approved by the Board in May 2023.

An overview of the Division's financial results, once approved, will be included in the AERR.

088/2024 - Moved by Trustee Murray-Elliott that the Board of Trustees approve the Sturgeon Public Schools Annual Education Results Report (AERR).

CARRIED UNANIMOUSLY

Sturgeon Public Virtual Academy Closure

The initiation of virtual schools during the COVID-19 pandemic was a response to the unprecedented circumstances, aiming to prioritize safety while ensuring continuity and accessibility of education for students and families. The Division opened Sturgeon Public Virtual Academy (SPVA) as an alternative education choice for families who had concerns that needed to be met through a virtual education platform. Most students have returned to in-person learning and that has led to low enrolment numbers at SPVA.

In response, the Division is changing the format of education programming to model what is in place in the learning centres. Students will be able to complete all academic programming for grades 8 through 12 with asynchronous online learning and in-person support at the learning centre locations. Students are welcome to come and engage in school work at any time at either learning centre location.

Staff will be available for questions and guidance, and students can book specific times for direct instructions or help whenever needed. The Division will continue to strive to meet the diverse needs of students who may not thrive in a traditional school environment and to provide them with the resources and support they need to reach their full potential.

089/2024 - Moved by Trustee Gibbons that the Board of Trustees approve the closure of Sturgeon Public Virtual Academy after June 30, 2025.

CARRIED UNANIMOUSLY

Policy 700: Superintendent of Schools

Administration would like the Board to consider integrating *Administrative Procedure 729: Evaluation of the Superintendent of Schools* as an appendix to *Policy 700: Superintendent of Schools*.

Incorporating *Administrative Procedure 729: Evaluation of the Superintendent of Schools* and its appendices and noted changes in the policy provides a clear and consistent framework for evaluating the Superintendent. This acknowledges the Board's unique role and responsibility in evaluating the Superintendent as their sole employee.

This policy has undergone thorough review and consideration. It was initially placed on the May 22, 2024, Committee of the Whole agenda but was deferred and not discussed. It reappeared on the August 28, 2024, Committee of the Whole agenda and was referred to the Policy Committee. Following a review on September 9, 2024, the Policy Committee recommended further discussion. On October 11, 2024, it was brought back to the Policy Committee and subsequently sent to a Committee of the Whole meeting for comprehensive Board review. After discussion at the October 23, 2024, Committee of the Whole meeting, the policy was referred to the November 27, 2024, Public Board meeting for final consideration by the Board of Trustees.

090/2024 - Moved by Trustee Pequin that the Board of Trustees approve Policy 700: Superintendent of Schools as presented at the November 27, 2024 Public Board meeting.

CARRIED UNANIMOUSLY

Administrative Reports

Holiday Artwork Selection

Board Chair Oatway-McLay presented the Holiday Artwork Selections and announced the winners by grade category.

The Board is proud to unveil the winners of this year's Holiday Artwork Contest.

Following thoughtful review and consideration, the Board of Trustees selected these exceptional pieces to be featured on the cover of the annual Holiday cards. We extend heartfelt congratulations to the talented student artists whose creativity will be showcased in this special way.

We also want to express our gratitude to all the students who participated. Your imaginative and creative submissions were a joy to see and made for difficult decisions.

Holiday Card Artwork Winners:

- K-3 Aubrie Church - Kindergarten (out of 14 entries)
- 4-6 Lexi Rigler - Grade 4 (out of 7 entries)
- 7-9 Cara Mumby - Grade 9 (out of 2 entries)
- 10-12 Zeda Lameman - Grade 11 (out of 3 entries)

Sturgeon Public Schools Scholarships 2023-2024

Jonathan Konrad, Deputy Superintendent, Education Services presented the Sturgeon Public Schools Scholarships 2023-2024.

Sturgeon Public School Division graduates are prepared to excel at post-secondary institutions and in their future careers. To aid in financing post-secondary education, Sturgeon Public Schools manages and promotes four local scholarships for students who enroll in a full-time program for post-secondary studies or apprenticeship within 15 months of graduation.

Sturgeon Public Schools Scholarship

A scholarship of \$1,000 will be awarded to all grade 12 students who have attended Sturgeon Public Schools, earned at least 30 Grade 12 credits, and maintained an average of 80% across 25 credits, following published guidelines.

Sturgeon Public Schools Bursary

A bursary of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who exhibit exemplary effort to attain their level of achievement and have strong participation in co and extracurricular activities at school and in the community.

Frank Robinson Memorial Scholarship

The scholarship of \$500 will be awarded annually to one student from Redwater School and one student from Sturgeon Composite High School who has met or exceeded specified achievement and enrolment criteria and who is deemed to have provided the greatest amount of support to the school.

Konica Minolta Scholarship

This scholarship of \$250 is awarded to one student from Redwater School, one student from Sturgeon Composite High School, and one student from Sturgeon Learning Centre/Morinville Learning Centre who has demonstrated exemplary work habits and an interest in technology and advancing technology in their education.

For the 2023 - 2024 school year, the following scholarships were awarded by Sturgeon Public Schools:

	<u>Redwater High School</u>	<u>Sturgeon Composite High School</u>	<u>MLC/SLC</u>
Sturgeon Public Schools Scholarship (\$1,000 each)	3	20*	n/a
Sturgeon Public Schools Bursary (\$500 each)	n/a	1	n/a
Frank Robinson Memorial (\$500)	1	1	n/a
Konica Minolta Scholarship (\$250 each)	1	1	n/a

The total value of the above-awarded scholarships is \$25,000.

*Of these 20 students, 17 students have met the conditions for the SPS Scholarship, and 6 students have yet to submit their confirmation of enrolment in a post-secondary institution (students have 15 months after high school graduation to enroll in post-secondary). Of these 17 students, 1 student graduated in the 2022 - 2023 school year. Due to the continued residual effects of the COVID-19 Pandemic on student learning, this student claimed their scholarship for the 2023 - 2024 school year.

Snow Removal and Temperature Monitoring Process

Steven Holkham, Director, Facility Services presented the Snow Removal and Temperature Monitoring Process report.

A Board request for information was placed at the Committee of the Whole on October 26, 2024, for information on the snow removal and temperature monitoring process for the 2024-2025 school year.

Snow Removal Process

In 2022-2023 the Division contracted out the entire snow removal process at all schools. In the 2023-2024 year, the Facility Services Department shifted to a new process where the facilities team and the custodians were responsible for sidewalks at all schools, while contractors took care of the parking lots division-wide.

For the 2024-2025 year, the Facility Services Department has established the following plan:

- Contracts secured parking lots for five schools closest to St. Albert (Sturgeon Heights, Namao, SCHS, Guthrie and Camilla).
- The Facilities team will be out to assist the custodian with the initial sidewalk snow removal after a snowfall.
- Custodians will be responsible for clearing the sidewalks throughout the day.
- The Facilities team will manage the parking lots at (MPS, Lilian Schick, Bon Accord, Gibbons, Landing Trail, Redwater and Ochre Park).

Temperature Monitoring Process

The Division has the following items in place to assist with the monitoring of temperature in all Division-owned buildings:

- Buildings are all monitored 24-7 through the Building Monitoring System.
- Various team members physically visit all schools regularly over extended breaks. Custodians will also be in schools over breaks to help monitor the buildings.
- During operational hours, if the temperature drops to 17 degrees the system will trigger an alert to facilities. Custodian staff are also tasked with identifying temperature issues throughout the day. When an issue is identified they will create a work order and email the office.
- At the beginning of each day, the facility team members log in and check that the systems are all running efficiently and look for issues at each school.
- There is also a facilities team member on call who will regularly check the building monitoring system.
- Temperature issues below 17 are considered an emergent issue.

IMR/CMR Report

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

Sturgeon Public School Division serves approximately 70,000 Square Meters across 14 sites that span parts of St. Albert, the majority of Sturgeon County, Morinville, Bon Accord,

Gibbons, Redwater and Legal. The Division has four sites that we do not manage the maintenance of. The majority of the Division's schools were built from 1950 to 1980.

The Division receives both Infrastructure Maintenance and Renewal (IMR) & Capital Maintenance and Renewal (CMR) funding to help maintain and repair these buildings.

As per the Funding Manual, IMR and CMR are both targeted grants that 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:
- 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.

CMR can be spent on similar items but is focused on large scale projects that meet the criteria for capitalization such as whole system replacements or substantial building component replacements.

The report is broken down into three sections:

1. Infrastructure Maintenance and Renewal (**IMR**) & Capital Maintenance and Renewal (**CMR**) Funding
2. Infrastructure Maintenance and Renewal (IMR) Update
3. Capital Maintenance and Renewal (CMR) Update
4. Facility Service IMR & CMR Challenges

Infrastructure Maintenance and Renewal (IMR) & Capital Maintenance and Renewal (CMR) Funding

The IMR program is annual funding based on the school year (**September 1 to August 31**), and CMR the Government of Alberta fiscal year (**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.

1. IMR statement of final costs must be submitted to Alberta Education by November 30, of each school year
2. CMR statement of final costs must be submitted to Alberta Education by June 30 of each school year.

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
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
2024 - 2025	\$688,143	\$879,614	\$1,567,757

IMR and CMR funding has declined drastically over the last four years but has increased by over half a million dollars for the 2024-2025 school year.

Infrastructure Maintenance and Renewal (IMR) Update

The Division spent \$622,459 in IMR in the 2023-2024 school year. Provided as an attachment for information is the 2023-2024 Infrastructure Maintenance and Renewal (IMR) Expenditures.

The Division has an opening balance for the 2024-2025 school year of \$401,114 and has been approved for funding in the amount of \$688,143, for a total of \$1,089,257 available for planning.

The Facility Services Team is planning on focusing the IMR funding towards the following project areas:

<u>Project Type</u>	<u>Status</u>	<u>Location</u>	<u>Estimated Costs</u>
PA System Repairs	In Progress	Various Schools	\$175,000
Mechanical Equipment Repairs	Planning	Various Schools	\$95,000
Electrical & Security System Repairs	Planning	Various Schools	\$75,000
Painting	In Progress	Various Schools	\$100,000
Flooring Repairs	Planning	Various Schools	\$100,000
Concrete/Asphalt Repairs	Planning	Various Schools	\$150,000

Minor Exterior Repairs	Planning	Various Schools	\$50,000
Minor Interior Repairs	Planning	Various Schools	\$20,000
Contingency for Emergent Needs	Planning	Various Schools	\$100,000
Total Estimated Costs:		Total	\$865,000

This will leave the Division with a remaining balance of \$224,263 in IMR funding at the end of 2024-2025 if all projects are completed.

Capital Maintenance and Renewal (CMR) Update

The Division spent \$991,641 in CMR in the 2023-2024 school year (**April 1, 2023 to March 31, 2024**). Provided as an attachment for information is the 2023-2024 Capital Maintenance and Renewal (CMR) Expenditures as reported to the Government of Alberta.

The Division has an opening balance for the 2024-2025 school year of \$611,289 and has been approved for funding in the amount of \$879,614, for a total of \$1,490,903 available for planning.

The Facility Services Team is planning on focusing the CMR funding towards the following project areas.

<u>CMR Project Type</u>	<u>Status</u>	<u>Location</u>	<u>Estimated Costs</u>
PA System Replacements	In Progress	Various Schools	\$125,000
Roofing Replacements	Planning	Various Schools	\$250,000
Mechanical System Replacements	Planning	Various Schools	\$175,000
Electrical System Replacements	In Progress	Various Schools	\$75,000
Concrete/Asphalt Replacements	In Progress	Various Schools	\$150,000
Camera Replacement Pilot Project	Planning	Various Schools	\$50,000
Dry System Replacement	In Progress	Guthrie	\$75,000
Contingency	Planning	Various Schools	\$100,000
Total Estimated Costs:			\$1,000,000

This will leave the Division with a remaining balance of \$490,903 in CMR funding at the end of 2024-2025 if all projects are completed.

Facility Service IMR & CMR Challenges

Funding and Construction Cost Increase

From 2021 to 2024, the Division saw a decrease in IMR/CMR funding of \$625,635. This decrease was during a time when construction costs were on the rise and inflation rates were at an all-time high. Recently for the 2024-2025 school year, the Division did see an increase in funding of \$516,811 but this does not even return the Division IMR/CMR funding to the same level as in 2020-2024. This Division's IMR/CMR funding for the 2024-2025 school year is \$1.6M, which is still lower than what was received in 2020-2021 of \$1.7M, despite cost increases.

Age of Infrastructure

Sturgeon Public School Division is experiencing challenges with the amount of funding received annually for the IMR/CMR programs and the Division's needs. The majority of the buildings in the Division were built between the 1950s and 1980s, these buildings require more maintenance and upkeep than newer buildings. Many of our buildings are aging, the electrical/mechanical systems are close to end of life. Aging buildings and systems create a strain on the operations staff and resources by leading to more work orders. Our older buildings require more resources to maintain but the funding does not consider the age of our buildings and we get the same funding for both a new building and an older building.

Capital Project Approval and Utilization

The Division getting a capital project approved would help with the resource drain of our older building. However, this is a large challenge every school division is faced with because each division is competing with one another for capital project approval. In a climate where schools across the province are over capacity, aging buildings with lower utilization are a challenge to get approval. Underutilized buildings still have a certain amount of square meters that the Facility Services team needs to maintain and service. Utilization affects funding but it doesn't consider the fact that these buildings still need to be operated despite low utilization.

Communications Report - October & November 2024

Jonathan Konrad, Deputy Superintendent, Education Services presented the Communications Report - October & November 2024.

2024-2025 Superintendent Discretionary Fund

Shawna Warren, Superintendent presented the 2024-2025 Superintendent Discretionary Fund report.

October 17, 2024, to November 20, 2024, no additional staffing FTE or resources were allocated to schools using the Superintendent Discretionary Fund.

Superintendent Report

Shawna Warren, Superintendent presented the Superintendent Report.

Administrative Procedure 315: Volunteers

Shawna Warren, Superintendent presented an update to Administrative Procedure 315: Volunteers.

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values, and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

Administrative Procedure 315: Volunteers, has been reviewed and updated as part of the regular review schedule. The Administrative Procedure and new Exhibit were brought to the October Administrative Council meeting to gather input from all Principals.

Sturgeon Public Schools recognizes the contributions made by volunteers through assisting, supporting and enhancing school programs. Volunteering in schools is a privilege and not a right, and therefore the Principal or designate may deny or revoke permission for a volunteer to work in school(s). The Division has a legal obligation to ensure a level of Duty of Care and Standard of Care to take reasonable measures to care for and to protect all students to an appropriate level or standard.

Volunteers must maintain the strictest confidentiality about students, staff, parents and the school. This reflects not only the need for volunteers to follow ethical practices but also privacy provisions under the Freedom of Information and Protection of Privacy Act (FOIP). This responsibility is captured in the section 1(e) of the Act:

“employee”, in relation to a public body, includes a person who performs a service for the public body as an appointee, volunteer, or student or under a contract or agency relationship with the public body.

Volunteers have the same duties and responsibilities as regular employees in relation to privacy issues. This means that Sturgeon Public Schools has a responsibility to inform volunteers about our expectations relating to the protection of personal information and privacy.

Volunteers have the same duties and responsibilities as regular employees regarding sexual, physical and psychological harassment or abuse. In addition to the legal mandate above, it is important that volunteers and school staff realize their general responsibilities in the areas of ethics and confidentiality. Volunteers receive the trust of the students, parents, teachers and administrators of the schools in which they work. An important part of that trust is related to ethics and confidentiality.

Administrative Procedure 315: Volunteers has been updated to include an Exhibit which is an online form that all Volunteers will fill out each year to ensure all volunteers understand their responsibilities and expectations. Historically, it has been the Principal's responsibility to walk all volunteers through expectations, establish guidelines and ensure that school level practices adhere to legislation, all Division policies and administrative procedures. By adding an online form that all volunteers are required to read and consent to each year, the goal is to ensure clear, consistent and concise communication and foster safe, caring and welcoming learning and working environments across the Division.

Administrative Procedure 720: Teacher Staffing, Certification and Placement

Lisa Lacroix, Associate Superintendent, Human Resources presented an update to Administrative Procedure 720: Teacher Staffing, Certification and Placement.

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values, and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

The revisions to Administrative Procedure 720: Teacher Staffing, Certification, and Placement were undertaken as part of the regular review schedule. These changes enhance clarity, streamline processes, and ensure transparency and consistency in teacher staffing, certification, and placement procedures. They are aimed at aligning administrative procedures with current operational needs, ensuring compliance with relevant laws, and maintaining fairness and efficiency within the Division's human resources practices.

Additionally, with the introduction of MyBudgetFile, the processes for yearly staff planning have been slightly modified, and these updates are reflected in the revised Administrative Procedure 720: Teacher Staffing, Certification, and Placement.

Meeting recessed for lunch at 11:59 a.m. Meeting resumed at 12:45 p.m.

Reports from Trustees and Standing Committees

Chair's Report

Below is the Chair's submitted report.

Chair Oatway-McLay (Cardiff/Garrison)

Chair Oatway-McLay reported that she attended:

- Agenda Review Meeting (Nov. 21 & Nov. 29)
- ASBA FGM (Nov. 18 & Nov. 19)
- Audit Committee Meeting (Nov. 20)
- Committee of the Whole (Nov. 6 & Nov. 27)
- Guthrie School Council (Nov. 4)
- Guthrie School Remembrance Day Ceremony (Nov. 8)
- Public Board Meeting (Nov. 27)
- St. Albert Chamber of Commerce (Nov. 13)

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Audit Committee Meeting (Nov. 20)
- Bon Accord School Council Meeting (Nov. 26)
- Committee of the Whole (Nov. 6 & 27)
- Lilian Schick School Council Meeting (Nov. 27)
- Meeting Bon Accord Community School (Nov. 25)
- Meeting at Legal Public (Nov. 5)
- Morinville Traffic Lights Activation (Nov. 22)
- Public Board Meeting (Nov. 27)
- Redwater Awards Ceremony (Nov. 7)
- Sturgeon County Division 5 and 6 Community Meeting (Nov. 20)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Agenda Review Meeting (Nov. 29)
- ASBA Awards Night (Nov. 17)
- ASBA FGM (Nov. 18 & Nov. 19)
- ASBA Learning Session (Nov. 26)
- Audit Committee Meeting (Nov. 20)
- Committee of the Whole (Nov. 6 & Nov. 27)
- Four Winds School Council (Nov. 5)
- Learning Centre Advisory Committee (Nov. 27)

- MPS Winter Concert (Nov. 28)
- MPS School Council (Nov. 4)
- Public Board Meeting (Nov. 27)
- Redwater Awards (Nov. 7)
- Remembrance Day MPS/Four Winds (Nov. 8)
- Rural Caucus Meeting (Nov. 17)
- SCHS Awards Ceremony (Nov. 21)
- SCHS School Council (Nov. 25)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Audit Committee Meeting (Nov. 20)
- Camilla Volleyball Championships
- Committee of the Whole (Nov. 6 & Nov. 27)
- Morinville Traffic Lights Activation (Nov. 22)
- Public Board Meeting (Nov. 27)
- Remembrance Day Ceremony at Camilla School (Nov. 8)
- Rotary Meetings

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- Audit Committee Meeting (Nov. 20)
- Committee of the Whole (Nov. 6 & Nov. 27)
- Gibbons School, School Council Meeting (Nov. 4)
- Public Board Meeting (Nov. 27)
- Remembrance Day - Gibbons School and Landing Trail School (Nov. 8)
- SCHS Awards Ceremony (Nov. 21)

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

Trustee Murray-Elliott reported that she attended:

- Audit Committee, Financial Statements Review (Nov. 20)
- Committee of the Whole Meeting (Nov. 6 & Nov. 27)
- PSBC - Council Meeting (Nov. 16)
- PSBC - PD (Nov. 15)
- Public Board Meeting (Nov. 27)
- Redwater School Awards Ceremony (Nov. 7)
- Remembrance Day Ceremony, Sturgeon Heights School (Nov. 8)
- School Council, Sturgeon Composite High School (Nov. 25)
- School Council, Sturgeon Heights School (Nov. 18)
- Sturgeon Composite High School Awards Ceremony (Nov. 21)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- ASBA FGM (Nov. 17-19)
- Audit Committee Meeting (Nov. 20)
- Committee of the Whole (Nov. 6 & Nov. 27)
- Ochre Park School Council (Nov. 5 & Nov. 14)
- Public Board Meeting (Nov. 27)
- Redwater School Awards Ceremony (Nov. 7)
- Redwater School, School Council (Nov. 19)

Committee of the Whole

The Board of Trustees received as information, the approved minutes of the meeting from the October 23, 2024, Committee of the Whole meeting and the unapproved minutes of the meeting from the November 6, 2024, and November 20, 2024, Committee of the Whole meetings.

Policy Committee

No update was provided.

Reports from Special Committees/Task Groups

Alberta School Boards Association Representative

Trustee Buga shared a verbal report.

Public School Boards Associate of Alberta Representative

Trustee Murray-Elliott shared a verbal report.

Rotary Report

Trustee Dwyer shared a verbal report.

Chamber of Commerce Meetings

Trustee Buga and Chair Oatway-McLay shared verbal reports.

Community Services Advisory Board

Trustee Briggs shared a verbal report.

Rural Caucus Update

Trustee Buga shared a verbal report.

Unfinished Business

No unfinished business.

Comment and Question Period

No comments or questions from the public.

In Camera

091/2024 - Moved by Trustee Briggs that the Board of Trustees move to In Camera at 1:07 p.m.

CARRIED UNANIMOUSLY

Meeting recessed for break at 1:07 p.m. Meeting resumed at 1:13 p.m.

Meeting recessed for break at 2:40 p.m. Meeting resumed at 2:48 p.m.

092/2024 - Moved by Trustee Briggs that the Board of Trustees revert to a public meeting at 3:02 p.m.

CARRIED UNANIMOUSLY

093/2024 - Moved by Trustee Buga that the Board of Trustees approve the Trustee Membership for the CUPE Negotiations Committee for the remainder of the 2024-2025 school year to: Trustee Murray-Elliott, Trustee Briggs and Trustee Gibbons.

CARRIED UNANIMOUSLY

Adjournment

Trustee Gibbons adjourned the meeting at 3:03 p.m.

Chair

Date

Associate Superintendent,
Corporate Services