



Date: January 29, 2025 **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 December 18, 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 January 29, 2025, Public Board meeting.



Attachment(s):

1. Unapproved Minutes of the Meeting - December 18, 2024 (To be brought forward for approval at the January 29, 2025, 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, December 18, 2024, at 9:00 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

Left meeting at 1:57 p.m.

Lisa Lacroix, Associate Superintendent, Human Resources

Left meeting at 1:57 p.m.

Sean Nicholson, Associate Superintendent, Corporate Services

*Online Attendance

1. Call to Order

Vice Chair Buga called the meeting to order at 9:00 a.m.

2. Approval of the Agenda

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

CARRIED UNANIMOUSLY

3. Approval of the Committee Minutes

Moved by Chair Oatway-McLay that the Board of Trustees accept the Committee Meeting Minutes of December 4, 2024, as presented.

CARRIED UNANIMOUSLY

4. Environmental Scan

A roundtable discussion ensued where Trustees shared local concerns.

4.1 Bill Updates

Shawna Warren, Superintendent provided an update on Bill 27 and Bill 29.

4.2 Alberta Education and the Use of Screeners in the Classroom

The agenda item will remain as a standing item.

4.3 Official Re-Grand Opening of Kipohtakaw Education Centre

The Board of Trustees discussed delaying the January 15, 2024, Committee of the Whole meeting in order to attend the Official Re-Grand Opening of Kipohtakaw Education Centre.

Meeting recessed for Public Board at 9:51 a.m. Meeting resumed at 1:57 p.m

5. Governance

5.1 PSBAA Professional Development

Agenda item deferred.

5.2 Trustee Handbook Review

Agenda item deferred.

5.3 Work Plan 2024-2025

Agenda item deferred.

5.4 Policy 220: Trustee Code of Conduct

Agenda item deferred.

6. Advocacy

6.1 2024-2025 Big Rocks

Shawna Warren, Superintendent brought updated information to some of the 2024-2025 Big Rocks for discussion: Legal Public School, CASA Classrooms, Collegiate and Career Pathway Vision and Trustee Election Fall 2025 (ASBA Handbook uploaded).

6.2 ASBA

The Board of Trustees discussed ASBA. Trustee Buga provided information regarding ASBA's approved budget and another School Board's position statement on "fly-byes" of rural school buses.

6.3 PSBAA

The Board of Trustees discussed PSBAA. Trustee Briggs and Trustee Murray-Elliott provided information on recent communications sent by PSBAA.

6.4 Correspondence Review

The Board of Trustees reviewed letters sent to the Minister of Education from different boards.

6.5 Upcoming School Events/Trustee Attendance

Alberta Rural Education Symposium registration is now open for March 2-4, 2025.

7. Audit, Finance and Human Resources

7.1 2024-2025 Budget Assumptions

The agenda item will remain as a standing item. The Board of Trustees reviewed the new additions to the document.

7.2 Budget Retrenchment Plan

Agenda item deferred.

7.3 Monthly Trustee Report

Agenda item deferred.

7.4 Funding Manual Survey

Sean Nicholson, Associate Superintendent, Corporate Services provided an update to the Board of Trustees regarding the Funding Manual Survey.

7.5 Sturgeon Composite Field House

Sean Nicholson, Associate Superintendent, Corporate Services provided an update to the Board of Trustees regarding the SCHS Field House.

8. Capital Projects and Facility Services

8.1 Capital Plan

Agenda item deferred.

9. Transportation

9.1 School Transportation Amendment Regulation

Sean Nicholson, Associate Superintendent, Corporate Services provided a verbal update on the School Transportation Amendment Regulation.

10. Adjournment

Chair Oatway-McLay adjourned the meeting at 2:30 p.m.

Next meeting: Wednesday, January 15, 2025, at 12:30 p.m.