



**Date:** February 26, 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**

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**Background:**

The Committee of the Whole meets 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 February 26, 2025, Public Board meeting.



**Attachment(s):**

1. Unapproved Minutes of the Meeting - January 29, 2025 (To be brought forward for approval at the February 26, 2025, Committee of the Whole).



**MINUTES OF THE  
COMMITTEE OF THE WHOLE**

Meeting held virtually

On Wednesday, January 29, 2025, at 9:00 a.m.

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**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
- \*Online Attendance

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**1. Call to Order**

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

**2. Approval of the Agenda**

6.3.1 PSBC Environmental Scan

Moved by Trustee Gibbons that the Board of Trustees accept the agenda as amended.

**CARRIED UNANIMOUSLY**

**3. Approval of the Committee Minutes**

Moved by Trustee Murray-Elliott that the Board of Trustees accept the Committee Meeting Minutes of December 18, 2024, as presented.

**CARRIED UNANIMOUSLY**

**4. Environmental Scan**

**4.1 Alberta Education and the Use of Screeners in the Classroom**

The agenda item will remain as a standing item.

**4.2 Superintendent**

The Superintendent shared details regarding the Legacy of Hope Project.

Meeting recessed for Public Board at 9:52 a.m. Meeting resumed at 2:32 p.m.

## **5. Governance**

### **5.1 PSBAA Professional Development**

Agenda item deferred.

### **5.2 Trustee Handbook Review**

CRA versus GoA Mileage rates were discussed.

### **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 Grade Expansion, CASA Classrooms and the Trustee Election Fall 2025.

### **6.2 ASBA**

The Board of Trustees discussed the ASBA Awards and the Spring General Meeting. The June 4th Committee of the Whole meeting conflicts with the Spring meetings and the Board of Trustees requested a new meeting date. Administration to provide optional dates.

### **6.3 PSBAA**

The Board of Trustees discussed the PSBAA Spring General Assembly.

#### **6.3.1 PSBC Environmental Scan**

Discussed Bill 13 and the implications for School Boards.

### **6.4 Correspondence Review**

The Board of Trustees reviewed the response back from the Minister of Education about Legal Public School.

### **6.5 Upcoming School Events/Trustee Attendance**

Agenda item deferred due to Labour Action and Trustee attendance in schools.

## **7. Audit, Finance and Human Resources**

### **7.1 2024-2025 Budget Assumptions**

The agenda item will remain as a standing item. Discussed. The Board requested this be discussed with the consultant on February 10th.

### **7.2 Budget Retrenchment Plan**

Review of the current plan. The Superintendent informed the Board that if any additional suggestions are added, that an email will go out to advise Trustees to look at the updates.

### **7.3 Monthly Trustee Financial Report**

The Board of Trustees review the Monthly Trustee Financial Report.

## **8. Capital Projects and Facility Services**

### **8.1 Capital Plan**

Discussed the current Capital Plan.

## **9. Transportation**

### **9.1 Transportation Eligibility Criteria Communication**

Sean Nicholson, Associate Superintendent, Corporate Services provided information on sending communications to families to know before transportation registration.

## **10. Adjournment**

Trustee Buga adjourned the meeting at 3:33 p.m.