

Table of Contents

	<u>Resolution #</u>
Motions	
Approval of Agenda	013
Approval of the Minutes of the Regular Board Meeting of February 26, 2025 Approval of the Minutes of the Special Board Meeting of March 5, 2025 Approval of the Minutes of the Special Board Meeting of March 12, 2025	014
2026/2027 School Year Calendar	015
2025-2028 Three-Year Capital Plan	016
Evaluation of Superintendent of Schools	017
Gibbons School Amalgamation (DEFEATED)	018
Establishment of Ad Hoc Position Statement Committee	019
Omnibus Motion to Rescind Board Policies (DEFEATED)	020/021



MINUTES OF THE PUBLIC BOARD MEETING

Meeting held virtually

On Wednesday, March 19, 2025, at 10:00 a.m.

Attendance:

*Tasha Oatway-McLay, Board Chair

*Stacey Buga, Vice Chair

*Cindy Briggs, Trustee

*Irene Gibbons, 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

Darwin Krips, Principal, Sturgeon Composite High School

Left at 10:33 a.m.

Lesa Mueller, Rotarian Advisor

Left at 10:33 a.m.

Ken Stanski, Teacher Advisor

Left at 10:33 a.m.

Leah Kirsop, President, Interact Club

Left at 10:33 a.m.

Hailey O'Rourke, Vice President, Interact Club

Left at 10:33 a.m.

Danika Pickell, Secretary/Treasurer, Interact Club

Left at 10:33 a.m.

Easha L'heureux, Grade 11 Representative, Interact Club

Left at 10:33 a.m.

Kaleb Hunting, Grade 12 Representative, Interact Club

Left at 10:33 a.m.

Nicole Farwell, Coordinator, Curriculum

Left at 11:50 a.m.

Robert Litchfield, Director, Technology Services

Left at 11:58 a.m.

Steven Holkham, Director Facility Services

Left at 10:40 a.m.

Michelle Wilde, Recording Secretary

*Online Attendance

Regrets:

Janine Pequin, Trustee

Chair Oatway-McLay Opening Statement:

Welcome to the March 19, 2025, Public Board Meeting of the Sturgeon Public School Division Board of Trustees. We are pleased to have members of the public joining us virtually and we thank you for your interest in the work of the Board.

Before we begin, I would like to take a moment to clarify the role of the Board of Trustees and the expectations for all attendees during this meeting.

The Board of Trustees is a governance body responsible for making decisions in the best interest of our students, families, staff, and community. Our meetings are held in public to

ensure transparency and accountability in our decision-making processes. However, it is important to note that public board meetings are not public forums. Attendees are here as observers and cannot engage in discussions or pose questions during the meeting, unless specifically invited to do so through designated processes.

In accordance with Board Policy, the Board Procedures Regulation, and the Education Act, all individuals are expected to conduct themselves respectfully during this meeting. Any disruption, including improper conduct, will result in removal from the meeting. This ensures that the Board can fulfill its responsibilities efficiently and effectively.

I also want to address the labour situation with one of our employee groups. We are pleased to share that a tentative agreement has been reached with CUPE and is now moving to the ratification process. This means that the members will now vote on whether to accept the agreement or not. The vote will take place between 11:00 a.m. today until 11:00 a.m. tomorrow (Thursday, March 20). If CUPE ratifies, the Board will hold a Special Board meeting tomorrow at 4:00 p.m. to vote on the agreement. We recognize that the past two months have been difficult for our staff, students and families, and we greatly appreciate your patience and cooperation during this time. As the agreement is subject to ratification, discussions related to CUPE labour action, negotiations, or other confidential matters remain restricted in this public forum and will continue to be addressed privately in alignment with Board Policy, the Education Act, and related legislation.

While we await the ratification process, our Division continues to focus on supporting students and maintaining a safe and effective learning environment. The Ministerial Order granting Sturgeon Public Schools an exemption from the In-Person Learning Regulation remains in place.

We understand that this situation has placed strain on families, and we thank you for your patience. We are optimistic that the ratification process will soon bring resolution, and we appreciate everyone's cooperation during this transition.

The Board remains committed to openness, transparency, and fostering public trust through sound governance practices. We appreciate your understanding and cooperation as we proceed with the business on today's agenda.

Call to Order

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

Land Acknowledgement

Trustee Buga read the Land Acknowledgement Statement.

Approval of Agenda

[013/2025 - Moved by Trustee Buga](#) that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Approval of Minutes

[014/2025 - Moved by Trustee Gibbons](#) that the following minutes be approved as presented:

Minutes of the Regular Board Meeting of February 26, 2025;
Minutes of the Special Board Meeting of March 5, 2025; and
Minutes of the Special Board Meeting of March 12, 2025.

CARRIED UNANIMOUSLY

Business Arising From The Minutes

No business arising from the minutes.

Presentations/Delegations

Interact Club at Sturgeon Composite High School presented by Darwin Krips, Principal; Lesa Mueller, Rotarian Advisor; Ken Stanski, Teacher Advisor; Leah Kirsop, President; Hailey O'Rourke, Vice President; Danika Pickell, Secretary/Treasurer; Easha L'heureux, Grade 11 Representative; and Kaleb Hunting, Grade 12 Representative.

Action Items

2026/2027 School Year Calendar

The 2026/2027 School Year Calendar was approved in principle at the Public Board meeting on September 23, 2024. Subsequently, a survey was distributed to all staff, parents/guardians and community stakeholders to gather feedback. There were 1180 respondents to the survey. Key survey questions and responses are summarized below.

- **Should the Division continue to maintain the Fall Break the second week of November 2026?**
 - A large majority of staff and most parents/guardians/community members strongly support continuing the Fall Break in the second week of November.

- **Should the Division reduce the Fall break by two days to extend summer break and have students return on Monday, August 31, 2026 (instead of Thursday, August 27, 2026)?**
 - Just over half of parents/guardians/ community members support shortening the Fall Break and lengthening the summer break.
 - A large majority of staff prefer keeping the current length of Fall Break and do not support shifting the start date from Thursday, August 27, to Monday, August 31.
- **Are the number of Professional Development (PD) Days allocated sufficient (There are 9 PD days and 5 non-operational days scheduled)**
 - Most respondents feel the number of PD days is appropriate.
- **Do you prefer Professional Development Days on Monday or Friday?**
 - Responses were almost evenly split between Monday and Friday
 - A slightly higher proposition of staff favored PD days on Monday.
- **Do you have any additional feedback or suggestions regarding the 2026/2027 School Year Calendar?**
 - Consider early dismissal once a month in place of multiple PD days.
 - Attach PD days to existing holidays whenever possible.
 - Appreciation for having the opportunity to provide input.
 - Positive feedback on communication with parents.
 - Many staff emphasize the importance of the Fall Break for mental health and well-being.

Administration reflected on the survey results and made changes where possible based on feedback. In addition, some adjustments to the 2026/2027 School Year Calendar were necessary based on the diploma exam dates.

015/2025 - Moved by Trustee Briggs the Board of Trustees approve the 2026/2027 School Year Calendar as presented at the March 19, 2025 Public Board meeting.

CARRIED UNANIMOUSLY

2025-2028 Three-Year Capital Plan

The Division is required to prepare and update its Three-Year Capital Plan and submit it to Alberta Education on or prior to April 1 of each year. The Capital Plan is intended for review and approval by the Government and subsequently, fund the approved projects. The Division prepares all the planning and design of the projects in collaboration with members of the community and other stakeholders.

There are multiple factors considered in the three-year capital plan, some solution request drivers are building condition index, community renewal, efficiency solutions, enrolment pressures, functionality & programming and health & safety. Capital project requests on the three-year capital plan are categorized by the following five classifications: new school, addition to existing school, modernization of existing schools, replacement school and / or a solution.

016/2025 - Moved by Trustee Buga THAT the Board of Trustees approve the 2025-2028 Three Year Capital Plan as presented at the March 19, 2025 Public Board Meeting.

CARRIED UNANIMOUSLY

Evaluation of Superintendent of Schools

The Board recognizes that a structured and transparent performance evaluation of the Superintendent is essential for ensuring effective governance and continuous improvement within the school division. According to Administrative Procedure 700, the Superintendent is directly accountable to the Board of Trustees and is tasked with leading the Division in accordance with the *Education Act*, *Alberta Education regulations*, and the *Superintendent Leadership Quality Standard (SLQS)*.

Performance evaluations align with “Supporting Effective Governance,” a key responsibility of the Superintendent, while also emphasizing “Building Effective Relationships” and “Leading Learning,” as outlined in the SLQS. The Board values structured feedback and ongoing dialogue between the Superintendent and Trustees as essential for fostering a collaborative and high-functioning division.

By conducting evaluations, the Board ensures alignment between the Superintendent’s leadership and the Division’s mission, vision and strategic goals. This process demonstrates the Board’s commitment to accountability and transparency in public education governance, as stated in the Board Procedures Regulation.

Current Situation:

At the September 23, 2024, Public Board meeting, the Board of Trustees passed the following motion:

075/2024 - Moved by Trustee Murray-Elliott that the Board of Trustees approve that we conduct a Superintendent Evaluation for the 2024-2025 school year that does not include a 360 to be conducted by a mutually agreed upon external consultant.

CARRIED UNANIMOUSLY

Growth Goals and Positive Paths Forward

The Board recognizes the exceptional challenges of the past year and wishes to establish some goals and paths forward for the 2025/26 school year:

1. It is essential that a positive culture be maintained and enhanced in the coming years. This will be especially true given the job action of the current year. Ensure that fostering effective relationships is a key priority going forward.
2. Student learning must be a focus especially in the areas of literacy and numeracy.
3. The Board and Superintendent must be “first team.” This is the responsibility of both the Board and the Superintendent. Continue to find ways to build stronger relationships with all board members.

017/2025 - Moved by Trustee Gibbons THAT the Board of Trustees approve the Superintendent’s Evaluation Report, developed in the facilitated evaluation workshop of February 12, 2025, as an accurate reflection of the Superintendent’s performance for the period from February 1, 2024, to February 1, 2025;

AND FURTHER, that the Board of Trustees authorizes the Board Chair to finalize the report by making any necessary technical edits and signing it on the Board’s behalf.

CARRIED 5/1

Opposed: Trustee Dwyer

Gibbons School Amalgamation

On February 26, 2025, administration provided a summary of the Gibbon's Community Engagement Event. This report highlights the success of the community engagement and the feedback from stakeholders in the community.

As outlined in Board Policy 600: School Closure, once the public meeting is held, the decision around the amalgamation has to be made through Board Resolution.

Board Policy 600, Section 2.4 states:

2.4.1 The Board shall not make a final decision on the proposed closure until at least 3 weeks have passed since the date of the public meeting.

2.4.2 The Board shall give due consideration to any written submissions on the proposed closure that it receives after the public meeting.

2.4.3 The Board shall by resolution decide whether to close the school.

The Division's number one priority on its capital plan is proposing to combine Gibbons School and Landing Trail School into one new Kindergarten to Grade 9 school building. In an effort to strengthen the project proposal to the government and provide effective stewardship, the Division engaged with their school communities as part of informing any future decisions.

018/2025 - Moved by Trustee Gibbons THAT the Board of Trustees approve the Gibbons School Amalgamation if the Gibbons & Landing Trail Solution is approved for construction as part of the Board's Three-Year Capital Plan as presented at the March 19, 2025 Public Board Meeting.

DEFEATED 3/3
Opposed: Trustee Briggs
Trustee Dwyer
Trustee Murray-Elliott

Meeting recessed for break at 10:58 a.m. Meeting resumed at 11:10 a.m.

Establishment of an Advocacy Committee or an Ad Hoc Position Statement Committee

The Board of Trustees of Sturgeon Public Schools recognizes the importance of having clear, well-defined position statements to guide its advocacy efforts and engagement with stakeholders, including government entities, community partners and the public. Position statements serve as formal expressions of the Board's stance on key educational matters, ensuring consistency and alignment with the Division's values, strategic priorities and legislative framework.

In accordance with *Board Policy 230: Board Committees*, the Board has the authority to establish temporary committees to address specific issues or projects requiring focused discussion and deliberation. Ad Hoc Committees are created by Board motion and consist of members appointed for a defined purpose and duration, with a mandate to complete a specific task before being dissolved.

Historically, the Board operated an Advocacy Committee, which was responsible for guiding advocacy priorities, setting the agenda for advocacy efforts and integrating advocacy into Board policies and work plans. The Advocacy Committee provided a continuous framework for engaging with government entities, community partners and other stakeholders to advance the Division's interests.

To enhance the effectiveness of the Board's advocacy efforts and ensure that position statements are developed in a timely and strategic manner, the Board is proposing either the creation of an Ad Hoc Position Statement Committee or the reinstatement of the Advocacy Committee. This committee will be responsible for:

- Reviewing, drafting and refining position statements that reflect the Board's priorities and advocacy goals.
- Ensuring that all position statements align with the Division's mission, vision and strategic direction.
- Engaging in research and consultation, where necessary, to support evidence-based advocacy.
- Recommending finalized position statements for Board approval and subsequent use in advocacy initiatives.

The committee will be composed of three Trustees and one administrative support member to assist with research, drafting and coordination. This approach will provide a structured yet flexible framework for advancing the Board's advocacy priorities while leveraging the expertise of Trustees and administration.

The Board must determine the most effective structure for advancing its advocacy work:

- Reinstating the Advocacy Committee would restore a standing committee that provides ongoing oversight and strategic direction for advocacy initiatives.
- Establishing an Ad Hoc Position Statement Committee would allow for a targeted, time-limited approach, focusing specifically on position statements.

By approving this motion, the Board of Trustees will establish a dedicated team to enhance its advocacy efforts, ensuring that position statements are well-researched, effectively communicated and aligned with the best interests of Sturgeon Public Schools and its stakeholders.

019/2025 - Moved by Trustee Buga THAT the Board of Trustees approve the establishment of an Ad Hoc Position Statement Committee for the 2024-2025 school year, with the following mandate, membership and term:

1. **Mandate:**
 - Review, draft and refine position statements that reflect the Board's advocacy priorities.
 - Ensure alignment of position statements with the Division's mission, vision and strategic direction.
 - Engage in research and consultation, where necessary, to support evidence-based advocacy.

- Recommend finalized position statements to the Board for approval and use in advocacy initiatives.
- 2. Membership:
 - Three Trustees, appointed by Board motion.
 - One Administration support member to assist with research, drafting and coordination.
- 3. Term:
 - The committee will operate for the 2024-2025 school year and will be dissolved upon completion of its mandate or at the discretion of the Board.

Further, THAT the Board of Trustees appoint the following members to the selected committee for the 2024-2025 school year:

- Trustee Gibbons
- Trustee Murray-Elliott
- Trustee Buga

CARRIED UNANIMOUSLY

Omnibus Motion for Board Policies

The Board of Trustees is committed to maintaining a policy framework that is strategic, relevant and aligned with the Division's mission and legal obligations. Research demonstrates that student achievement and well-being are best supported when boards focus on governance policies that provide clear direction while delegating administrative matters to staff (Leithwood, 2013). Regular policy reviews are essential to ensure that policies remain relevant and effective. In line with this commitment, the Policy Committee has identified several policies for rescission, as they are either outdated, redundant or better addressed through administrative procedures.

Board Policy 225: Role of the Board establishes that the Board's core governance responsibilities include:

- Developing policies that guide the Division's mission, vision and improvement efforts.
- Ensuring that policies focus on accountability, equity and student success.
- Delegating operational details to administration.

Furthermore, Section 33(1)(i) of the Education Act mandates that the Board has the responsibility to "ensure effective stewardship of the Board's resources". Streamlining policies by removing redundancies and transferring operational matters to administrative procedures supports this requirement.

Principles of Effective Policy making:

As outlined in the Public School Boards' Association of Alberta (PSBAA) *Module 7: Exercising Authentic Governance*, strong school boards develop and maintain policies that:

- Focus on student achievement and well-being.
- Provide clear direction without micromanaging administrative functions.
- Ensure compliance with legislation and government requirements.
- Engage stakeholders through open and accountable policy development.
- Enable effective decision-making and risk management.
- Align with evidence-based practices and board goals.

Administration has conducted a thorough review of the policies, referring to the G-Tech Model, and reviewing other School Boards who use the G-Tech Model and the Policy Committee reviewed the policies at the February 24, 2025, Policy Committee meeting. The Policy Committee recommends to the Board of Trustees rescinding the following Board Policies:

Board Policy 100: History of Sturgeon Public Schools

The historical context of the Division is well-documented and does not require a standalone policy. The history of the Division has a dedicated section on the Sturgeon Public [website](#).

Board Policy 215: Organization Chart

Organizational structures are dynamic and best managed through an administrative procedure rather than a fixed policy.

Board Policy 800: Religious Education and Instruction

Captured clearly in Legislation - Education Act Section 19 “Alternative Programs”, Section 58 “Religious and Patriotic Instruction and Exercises” including Section 58.1 Notice to Parent.

Board Policy 805: Home Education

The Education Act (Section 20) defines home education as an operational function. It is recommended that this Board Policy be moved to an administrative procedure.

Board Policy 810: Off-Site Activities

Guidelines for off-site activities are already outlined in [Administrative Procedure 310: Off-Site Activities](#), eliminating the need for a separate Board policy.

Board Policy 815: Outreach Programs

Outreach initiatives are operational matters and are best addressed through administrative procedure. Outreach Programs are addressed in [Administrative Procedure 855: Alternate Programs and Learning Opportunities](#), section 27.

Board Policy 910: School Resource Officer

The roles and responsibilities of School Resource Officers are defined through an operational service agreement.

Governance Implications:

- **Clarity in Roles and Responsibilities:**
 - The Board is responsible for setting **direction and priorities**, while the Superintendent oversees **operational implementation**.
- **Legal and Regulatory Compliance:**
 - These changes ensure alignment with the **Education Act**, which requires policies to focus on **board governance** rather than operational matters.
- **Efficiency and Accountability:**
 - **Reducing policy clutter** allows the Board to concentrate on **strategic priorities** that impact student success and system improvement.
- **Transparency and Public Confidence:**
 - By focusing on **high-impact policies**, the Board ensures that its governance efforts remain **student-centered and publicly accountable**.

By rescinding these policies, the Board aims to streamline its policy framework, eliminate redundancies and enhance governance efficiency, thereby better serving the Division's stakeholders.

020/2025 - Moved by Trustee Buga THAT the Board of Trustees approve the following Omnibus Motion to rescind the following Board Policies, in alignment with the Board's governance responsibilities and principles of effective policy making:

Board Policy 100: History of Sturgeon Public Schools
Board Policy 215: Organization Chart
Board Policy 800: Religious Education and Instruction
Board Policy 805: Home Education
Board Policy 810: Off-Site Activities
Board Policy 815: Outreach Programs
Board Policy 910: School Resource Officer

Amendment to the motion:

021/2025 - Moved by Trustee Murray- Elliott THAT the Board of Trustees approve the amended following Omnibus Motion to rescind the following Board Policies, in alignment with the Board's governance responsibilities and principles of effective policy making:

Board Policy 100: History of Sturgeon Public Schools

Board Policy 805: Home Education
Board Policy 810: Off-Site Activities
Board Policy 815: Outreach Programs
Board Policy 910: School Resource Officer

Excluding
Board Policy 215: Organization Chart
Board Policy 800: Religious Education and Instruction

DEFEATED 3/3
Opposed: Trustee Buga
Trustee Gibbons
Chair Oatway-McLay

Original motion:

020/2025 - Moved by Chair Oatway-McLay THAT the Board of Trustees approve the following Omnibus Motion to rescind the following Board Policies, in alignment with the Board's governance responsibilities and principles of effective policy making:

Board Policy 100: History of Sturgeon Public Schools
Board Policy 215: Organization Chart
Board Policy 800: Religious Education and Instruction
Board Policy 805: Home Education
Board Policy 810: Off-Site Activities
Board Policy 815: Outreach Programs
Board Policy 910: School Resource Officer

DEFEATED 3/3
Opposed: Trustee Briggs
Trustee Dwyer
Trustee Murray-Elliott

Administrative Reports

Edwin Parr First Year Teacher Division Nominee

Shawna Warren, Superintendent and Jonathan Konrad, Deputy Superintendent, Education Services, presented the Edwin Parr First Year Teacher Division Nominee.

This year, Sturgeon Public Schools proudly received seven Edwin Parr First Year Teacher Award nominations from school principals, the highest number of nominees the Division has had in many years. This is a testament to the exceptional and dedicated first-year teachers Sturgeon is privileged to have and attract to its schools.

Typically, the Board would review and make a decision regarding the Division's nominee during the public Board meeting in March. However, because the Alberta School Boards Association (ASBA) advanced the submission deadline to March 18, 2025 – prior to this public meeting – a special meeting of the Board of Trustees was held on March 5, 2025.

During that special meeting, Trustees reviewed all seven nomination packages and letters of support, engaged in thoughtful discussion and selected **Ella Stanley**, a first-year teacher currently teaching at Sturgeon Heights School, as the Division's 2025 Edwin Parr First Year Teacher Award nominee. Each School Board in the province may submit only one nominee to their ASBA Zone Chair. Ella's nomination will now move on to the ASBA Zone 2/3 selection committee. The Board wishes her the very best of luck in the next stage of the selection process.

The Board of Trustees was deeply impressed with the quality of all seven nominees and wishes to congratulate each of these exceptional first-year teachers for their dedication, professionalism and positive impact on students and schools. Ms. Stanley's ability to take on a complex Grade 5/6 split class, navigate eight different curriculums and support cognitively impacted students during a strike – all while coaching, leading working groups and championing Indigenous Education – speaks to her incredible dedication and capacity as an educator. Her infectious optimism, deep commitment to students and leadership among colleagues are qualities that inspired her selection.

History

Edwin Parr homesteaded in the Meanook area near Athabasca in 1920. Prior to 1925, he began his long career in educational affairs as a member of the board with the George Lake School District. He served as Chair of the Board with the Athabasca School Division and was on the Council of the County of Athabasca from its formation in 1959 until his death in January 1963. Edwin Parr was President of the Alberta School Trustees' Association from 1956 to 1962. Ed Parr, as he was known to all, instituted an "Annual Teacher Award" in his school system. Each year, a member of the teaching staff was chosen to receive a gold watch and an appropriate certificate for long and meritorious service.

In searching for a way in which his memory might be perpetuated and to honour the profession he so dearly respected, the Alberta School Trustees' Association established the *Edwin Parr Teacher Award* in 1964.

Criteria:

- Any first year Kindergarten - Grade 12 teacher is eligible for nomination
- A minimum of 100 full-time equivalent days of teaching within the current school year is required (ie. September 2024 to June 20, 2025)
- May have up to 120 days of teaching service prior to signing a full-time contract.

The Board's nomination for the Edwin Parr First Year Teacher Award was submitted to the ASBA Zone 2/3 Selection Committee by March 18, 2025, according to the Association's required deadline.

Numeracy Support in Sturgeon Public Schools, 2024/25

Jonathan Konrad, Deputy Superintendent, Education Services and Nicole Farwell, Coordinator, Curriculum presented the Numeracy Support in Sturgeon Public Schools, 2024/25 report.

Alberta Education defines numeracy as the ability, confidence and willingness to engage with quantitative and spatial information to make informed decisions in all aspects of daily living. A numerate individual has the confidence and awareness to know when and how to apply quantitative and spatial understandings at home, at school, at work and in the community.

The Numeracy Report provides an overview of the Division's numeracy intervention and instructional processes, aligned to the 2024/25 Education Plan goal of promoting empowered learning environments for staff and students. The report highlights current screening and intervention practices, recent Provincial Achievement Test (PAT) and Diploma Examination results in mathematics and planned supports aligned with new curriculum implementation.

In addition, points of advocacy have been identified for consideration by the Board of Trustees. These reflect key system challenges related to provincial screening tools, curriculum rollout and funding for intervention. Trustees may choose to advance these advocacy priorities in conversations with Alberta Education and other government representatives.

Technology Services Report Spring 2025 Update

Jonathan Konrad, Deputy Superintendent, Education Services and Robert Litchfield, Director, Technology Services presented the Technology Services Report Spring 2025 Update..

1. Working together with all departments and educators, Technology Services is committed to providing the needs of Sturgeon Public School Division, ultimately creating 21st century learning environments for enduring success. The use of technology within Sturgeon Public Schools is aligned in support of the Three Year Education Plan.

Stakeholder Engagement Adjustment

Jonathan Konrad, Deputy Superintendent, Education Services presented the Stakeholder Engagement Adjustment report.

The purpose of this memo is to inform the Board of an adjustment to one element of the Stakeholder Engagement commitments outlined in the 2024–2027 Education Plan.

Within the Education Plan, under Measures and Stakeholder Voice, the Division committed to various engagement strategies to gather feedback from students, parents, staff and community members. One of these planned strategies was to host in-person School Council Guided Conversations, designed to ensure direct input from parents and guardians.

However, due to the current Labour Action, many School Councils have been suspended, or have been inactive for several months during the 2024–2025 school year. As a result, the Division has been unable to proceed with School Council Guided Conversations as originally intended for this year.

Adjustment to the Engagement Plan

While the School Council Guided Conversations will not occur this year, the Division remains committed to gathering parent voice through the following:

- Alberta Education Assurance (AEA) Survey – provincially administered.
- Sturgeon Public Schools' Annual Parent and Guardian Survey – our locally developed survey.

Together, these surveys will ensure that parents and guardians continue to have opportunities to share their perspectives, which will inform Division planning and continuous improvement efforts.

In addition, the Division will continue to host the in-person Business and Community Engagement evening, as originally planned, to ensure meaningful dialogue with local businesses, industry partners and community members. This event is designed to gather valuable insights on how schools and the Division can strengthen partnerships that support student success, including questions such as: *Where are there additional opportunities to partner with local businesses?* and *How can business partners help prepare students for success?* The evening will also include table conversations, collaborative discussions and recorded feedback using a World Café format, inviting participants to share what has been missed and what they would like the Division to know. The engagement will provide opportunities for networking and relationship building, while shaping the Division's understanding of how to best prepare students for the future in partnership with the community.

Summary of 2024–2025 Engagements (As Adjusted)

- Survey – Student (including AEA and Division local survey)

- Survey – Parent and Guardian (including AEA and Division local survey)
- Survey – Staff Professional Learning (including AEA and Division local survey)
- In-Person – Business and Community Engagement (Planned for April 15, 2025)
- In-Person – Student Advisory Committee
- Review – School Education Plans
- Feedback – Leadership Development Teams (Admin Council, VP Cohort, Learning Coaches, SALT)

Despite the temporary pause in School Council meetings, the Division continues to provide multiple robust avenues for parent and community engagement, ensuring a diversity of perspectives are included in Division planning. The Division remains committed to relationship building and continuous improvement as key elements of educational leadership and governance.

Communications Report - February & March 2025

Jonathan Konrad, Deputy Superintendent, Education Services presented the Communications Report - February & March 2025.

Superintendent Report

Shawna Warren, Superintendent presented the Superintendent Report.

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 (*Feb. 28*)
- Alberta Rural Education Symposium (*Mar. 2 - 4*)
- ASBA PD Session (*Mar. 24*)
- Committee of the Whole (*Mar. 5 & Mar. 19*)
- Public Board (*Mar. 19*)
- Special Board Meeting (*Mar. 5 & Mar. 12*)
- TEBA Monthly Engagement Session (*Mar. 12*)

ASBA Friends of Education Award Nomination

The Alberta School Boards' Association (ASBA) Friends of Education Award recognizes individuals or organizations that have made exceptional contributions to education within Alberta's public, Catholic and francophone school divisions. This prestigious award highlights those who foster learning opportunities, demonstrate leadership in education and provide meaningful benefits to students and school communities. The Sturgeon Public

School Division Board of Trustees is proud to nominate the Jessica Martel Memorial Foundation (JMMF) for the 2025 Friends of Education Award in recognition of its transformative contributions to student well-being and community-based learning.

The Jessica Martel Memorial Foundation was established in memory of Jessica Martel, a mother who tragically lost her life to domestic violence. In her honour, the foundation was created to advocate for victims, provide safe shelter and offer educational programming to prevent cycles of violence. Over the years, JMMF has expanded its impact beyond crisis intervention, launching proactive initiatives to equip students with the knowledge and skills necessary for personal growth, leadership and resilience.

One of the foundation's most significant contributions to education is the Inspire Program, a groundbreaking initiative embedded within Four Winds Public School in Morinville. The program provides students with access to mentorship, leadership development and holistic wellness support while also fostering cultural awareness and community engagement. Through dedicated on-site staff and a collaborative relationship with educators, the Inspire Program delivers meaningful, hands-on learning experiences that extend beyond the traditional classroom. By focusing on positive peer relationships, Indigenous education, volunteerism and self-empowerment, the Inspire Program has become an essential support system for students, particularly those facing personal and social challenges.

The Board of Trustees firmly believes that JMMF exemplifies the values of the Friends of Education Award. The foundation's unwavering commitment to student success, its dedication to fostering strong relationships within the education community and its ability to deliver lasting benefits to students make it a deserving recipient. By bridging the gap between education and community services, the Jessica Martel Memorial Foundation has had a profound and measurable impact on student well-being and achievement, making it an invaluable partner in public education.

This nomination reflects Sturgeon Public School Division's appreciation for the foundation's leadership in fostering a supportive and inclusive learning environment. Through this recognition, we aim to highlight the Jessica Martel Memorial Foundation's innovative approach to student empowerment and the extraordinary role it plays in strengthening the educational landscape of our community.

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Briggs (Bon Accord/Legal)

Trustee Briggs reported that she attended:

- Committee of the Whole (*Mar. 5 & Mar. 19*)
- Negotiation Meeting (*Mar. 10, Mar. 14 & Mar. 18*)

- Public Board Meeting (Mar. 19)
- Special Board Meeting (Mar. 5 & Mar. 12)

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Agenda Review (Mar. 13)
- Alberta Rural Education Symposium (Mar. 2-4)
- ASBA PD Session (Mar. 24)
- ASBA Zone 2/3 (Mar. 14)
- Committee of the Whole (Mar. 5 & Mar. 19)
- Policy Committee (Mar. 12)
- Public Board Meeting (Mar. 19)
- Rural Caucus Meeting (Mar. 2)
- Special Board Meeting (Mar. 5 & Mar. 12)

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Committee of the Whole (Mar. 5 & Mar. 19)
- Public Board (Mar. 19)
- Special Board Meeting (Mar. 5 & Mar. 12)

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- Committee of the Whole (Mar. 5 & Mar. 19)
- Negotiation Meeting (Mar. 10, Mar. 14 & Mar. 18)
- Policy Committee Meeting (Mar. 12)
- Public Board Meeting (Mar. 19)
- Special Board Meeting (Mar. 5 & Mar. 12)
- Zone 2/3 Edwin Parr Selection Committee (Mar. 21)

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

Trustee Murray-Elliott reported that she attended and submitted her report:

- ASBA Speaker's Corner (Mar. 24)
- Committee of the Whole (Mar. 5 & Mar. 19)
- Negotiation Meeting (Mar. 10, Mar. 14 & Mar. 18)
- Public Board Meeting (Mar. 19)
- Special Board Meeting (Mar. 5 & Mar. 12)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Committee of the Whole (Mar. 5 & Mar. 19)
- Policy Committee (Mar. 12)

- Special Board Meeting (*Mar. 5 & Mar. 12*)

Committee of the Whole

The Board of Trustees received as information the approved minutes of the February 26, 2025, Committee of the Whole meeting and the unapproved minutes of the meeting from the March 5, 2025, Committee of the Whole meeting.

Policy Committee

Trustee Buga presented the Policy Committee Report.

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 a meeting on March 12, 2025. The following is a summary of that meeting:

- Discussion on the G-Tech Model, review of the proposed policy list and recommendations for the Board to consider for a final policy list.
- Policy 220: Trustee Code of Conduct was discussed along with Appendices A, B, C and D.
 - Will come to March 19, 2025, CoW for Board Discussion
 - Recommendation to bring the Policy to the April Public Board Meeting
- Discussion on the Trustee Handbook and progress for updating.
- No new meeting date at this time.

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 Briggs shared a verbal report.

Rotary Report

Trustee Dwyer shared verbally that the Interact group was the report.

Chamber of Commerce Meetings

No Chamber of Commerce meetings were attended.

Community Services Advisory Board

Trustee Briggs shared a verbal report.

Unfinished Business

No unfinished business.

Comment and Question Period

No comments or questions from the public.

In Camera

022/2025 - Moved by Trustee Briggs that the Board of Trustees move to In Camera at 12:30 p.m.

CARRIED UNANIMOUSLY

Meeting recessed for break at 12:30 p.m. Meeting resumed at 1:04 p.m.

023/2025 - Moved by Trustee Buga that the Board of Trustees revert to a public meeting at 2:57 p.m.

CARRIED UNANIMOUSLY

Adjournment

Trustee Gibbons adjourned the meeting at 2:57 p.m.

Chair

Date

Associate Superintendent,
Corporate Services