

MINUTES



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BOARD OF TRUSTEES MEETING

Date: Wednesday, November 23rd, 2022

Location: 231 Hardin Street, Central Board Room
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Time: 2:00 p.m.

In Attendance:

Board Chair:
Vice-Chair:
Trustees:

Linda Mywaart
Angela Adams
Malcolm Setter
Lorna Spargo
Tim O'Hara
Jason Schulz
Jonathan Lambert

Superintendent of Schools:
Associate Superintendent, *Business & Finance*:
Assistant Superintendent, *HR & Administration*:

Annalee Nutter
Allan Kallal
Merrie-Rae Mitsopoulos

Recording Secretary:

Traci Towe

Regrets:

	ITEM	DISCUSSION
24068	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:00 p.m. Vice-Chair Adams and Trustee Schulze attended virtually. Trustee Schulz attended in person later on in the meeting.
	O Canada	Board Chair L. Mywaart invited those in attendance to stand for the playing of the National Anthem.
24069	2.0 Acknowledgment of Treaty 8 Lands and Territory	Fort McMurray Public School Division acknowledges that we are on Treaty 8 Territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Dënësulinë, and Métis. We acknowledge all the many First Nations, Métis and Inuit whose footsteps have marked these lands for centuries. We are dedicated to honouring the intent and spirit of Treaty 8.
	Safety Moment	Assistant Superintendent Mitsopoulos provided the safety moment for those in attendance.
24070	3.1 Agenda	No additions to the Agenda.

24071	3.2 Approve Agenda	Motion by Trustee Spargo THAT the Board of Trustees approve the Agenda as presented. Chair Mywaart read the question. Carried 2:08 p.m.
	Comment	Trustee Lambert entered the Board room at 2:09 p.m.
24072	4.0 Declaration of Conflict	Board Chair L. Mywaart reminded Trustees of their responsibility to make a declaration should any agenda item pose a pecuniary conflict and remove themselves from the meeting for those items.
24073	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of October 26, 2022. MOTION by Trustee O'Hara THAT the Board of Trustees adopt the minutes as presented Board Chair L. Mywaart read the Motion. Carried at 2:11 p.m.
24074	6.0 Closed Session	Motion by Trustee O'Hara THAT the Board of Trustees move to the Closed Session of the meeting. Board Chair L. Mywaart read the Motion. Carried: 2:13 p.m.
	Comment	Trustee O'Hara recused himself due to pecuniary conflict at 2:13 p.m. . Trustee Setter entered the Board room at 2:51 p.m. Trustee Schulz entered the Board room at 2:55 p.m. Vice-Chair Adams entered the meeting virtually at 2:59 p.m. Trustee O'Hara re-entered the Board room at 3:15 p.m. Staff out of the Board room when an Executive Session was held between the Board & the Superintendent. Recording Secretary reentered the Board room at 3:29 p.m. Associate Superintendent Kallal & Assistant Superintendent Mitsopoulous reentered the Board room at 3:35 p.m.
24075	Reconvene Regular Board Meeting	MOTION by Trustee Spargo THAT the Board of Trustees recess and reconvene the regular board meeting at 3:35 p.m. Board Chair Mywaart read the Motion. Carried 3:29 p.m. Reconvened at 3:37 p.m.
	Comment	Trustee O'Hara recused himself due to pecuniary conflict at 3:38.
24076	7.0 Action Items 7.0 Audit & Finance Committee Chair's Report & Minutes 7.1.1 Approval of Financial Statements for the Year End August 31, 2022.	Chair Mywaart started her report by stating she would not be reviewing the recommendations or the minutes; rather, she would open the floor for questions/comments upon reading the motions. Motion by Trustee Lambert THAT the Committee recommends that the Board of Trustees approve the Financial Statements, Schedules & Notes for the year ended August 31st, as attached. A discussion was had in regard to the financial statements, the Board asked a few questions and was answered by Associate Superintendent Kallal. The Board wished to thank Associate Superintendent Kallal and his team for all their hard work and diligence in readying the financial reports and presenting them to the Board. TASK: Associate Superintendent Kallal to remove the duplication of page 2 on the financial reports. Board Chair Mywaart read the Motion. Carried 3:53 p.m.





24077	7.0 Action Items 7.1.2 Receive Auditor's Report	<p>Motion by Trustee Setter THAT the Board of Trustees receives the Auditor's report for information as recommended by the Committee.</p> <p>The Auditor presented their findings based on the presented financial statements, schedules and notes and noted there were no unresolved items between the auditor and the Division, and within the limitations, as noted in their report on auditing, and there were no deficiencies to report.</p> <p>The Auditor also reported that they will issue a clean audit report. Chair Mywaart read the Motion. Carried 4:06 p.m.</p>
24078	7.0 Action Items 7.1.3 Receive Audit & Finance Committee Report	<p>Motion by Trustee Lambert THAT the Board of Trustees receives the Audit & Finance Committee report as information.</p> <p>Questions asked by the Board - one being in regard to contaminated sites. All questions were answered by Associate Superintendent Kallal.</p> <p>Chair Mywaart read the Motion. Carried 4:09 p.m.</p>
	Comment	Trustee O'Hara back in the Board room at 4:11 p.m.
24079	7.0 Action Items 7.2 Board Work Plan	Chair Mywaart reviewed the Board Work plan for the months of October and November.
24080	7.0 Action Items 7.3 Review Accountability Pillar Report & Surveys	This item will be presented at the December Board of Trustee meeting as this has been delayed by the Ministry.
24081	7.0 Action Items 7.4 Approve Annual Education Results Report	This item will be presented at the December Board of Trustee meeting as this has been delayed by the Ministry.
	Comment	Trustee O'Hara excused himself due to pecuniary conflict at 4:27 p.m. Vice Chair Adams left the meeting at 4:56 due to another commitment.
24082	7.0 Action Items 7.5 Approve Fall Budget Update	<p>Associate Superintendent Kallal presented the Updated Budget, Fees & Reserve Allocations for the 2022-2023 school year.</p> <p>Motion by Trustee Schulz THAT the Board of Trustees approves the Updated Budget, Fees and Reserves Allocations for the 2022 - 2023 school year.</p> <p>The Budget was updated to include the impact of increased enrollment on revenue and expenses, the addition of new growth grants, higher interest rates and current staffing costs.</p> <p>The projected cash deficit, including all one-time expenditures and all budgets being utilized is \$6,181,475.00.</p> <p>Questions were asked and answered.</p> <p>Chair Mywaart read the Motion. Carried 4:49 p.m.</p>
	Comment	Trustee O'Hara reentered the Board room at 4:50 p.m.
24083	7.0 Action Items 7.6 Review Alberta Ed Enrollment Forecast Report	<p>Each November, the Ministry requests enrollment forecasts for the upcoming school year. Business & Finance rolled the grades forward and also applied a modest growth to ECDP by 1 - 2%. This gives a forecasted enrollment for 2023-2024 of 3.98% higher for a total count of 7,505 students.</p> <p>It was also noted that this year's Kindergarten enrollment was the highest ever in the history of FMPSD.</p> <p>This report was accepted as information.</p>


24084	8.0 Information Reports 8.1 PSBAA/PSBC	<p>Trustee O'Hara provided an update from the PSBAA/ PSBC meeting held on November 18th, 2022. Trustee O'Hara shared his notes with Trustees and the following information was also provided:</p> <ul style="list-style-type: none"> ● Each Board was requested to share the following <ul style="list-style-type: none"> ○ What is going well? ○ What is not going well? ○ What do you need from PSBC? ○ What do you need to stop doing? ● The following changes will be made to the PSBC 2023 Schedule: <ul style="list-style-type: none"> ○ February & April PSBC will be held on Thursday & Friday only. The Wednesday evening Dinner and Lecture will be moved to Thursday evening. ○ August PSBC will continue to be scheduled for Wednesday through Friday. For 2023 the meeting will be held in Medicine Hat. ○ November PSBC will be changed to a Friday & Saturday format to align closer to the ASBA Fall General meeting dates. <p>PSBAA - The various Boards discussed their priorities and narrowed them down to five, which the Political Relations Committee will develop a plan to be discussed at the February meeting. These five priorities are:</p> <ul style="list-style-type: none"> ● Cross- Ministries (working together for students) ● Funding ● Mental Health (staff & students) ● Public School education is best for Alberta communities ● Transportation.
24085	8.0 Information Reports 8.2 ASBA	<p>Trustee Spargo shared her notes from the last Zone 3/4 meeting and stated that ASBA is looking for best practices from various school boards. One example was how boards handle Indigenous learning. This Board decided to share the Ad Hoc Traffic Safety Committee and also enquire if any other boards have something similar and their best practices.</p> <p>It was also asked of Trustees how they would like the ASBA zone 2-3 information disseminated. It was decided that Trustee Spargo's notes and meeting highlights will be sent in one email, and then the minutes and meeting summary will be sent out in another email to Trustees upon receipt.</p> <p>Discussion amongst Trustees about the ASBA Fall General and their experiences. Trustees were encouraged to submit their feedback forms to ASBA. It was requested of Trustee Spargo to bring forward the ASCA model in regard to information sharing at the next Zone 3/4 meeting on behalf of the Board.</p>
24086	8.0 Information Report 8.3 Trustee Engagement Report	<p>Chair Mywaart reviewed October & November Trustee engagements. Trustees were reminded about the various school Christmas concerts and encouraged Trustees to attend at least one of these concerts.</p>
24087	8.0 Information Reports 8.4 Superintendent Report	<p>Superintendent Nutter shared her report with the Trustees and also highlighted that five staff members are currently at Indspire event in Winnipeg, which is sponsored by Suncor. Report accepted by Trustees with questions asked and answered.</p>
24088	8.0 Information Reports 8.4.1 Director of Inclusive Education	<p>Superintendent Nutter shared the report from the Director of Inclusive Learning. Trustees thanked Director Quigley for her presentation on the new curriculum at the last Networks Committee meeting.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24089	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	<p>Superintendent Nutter shared the report from the Director of Teaching & Learning. Trustees thanked Director Shelley for her presentation on the AERR at the last Networks Committee meeting.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24090	8.0 Information Reports 8.4.3 Assistant Superintendent of Human Resources & Administration	<p>Assistant Superintendent Mitsopoulous shared her report with the Board. Assistant Superintendent Mitsopoulous also highlighted that she recently completed a presentation at Keyano college with third & fourth-year Bachelor of Education students, as well as Ambrose University and an online job fair all in regard to recruiting.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24091	8.0 Information Reports 8.4.4 Director of Human Resources & Administration	<p>Assistant Superintendent Mitsopoulous shared the Director's report with the Board. Report accepted by Trustees with questions asked and answered.</p>

24092	8.0 Information Reports 8.4.5 Associate Superintendent of Business & Finance	Associate Superintendent Kallal shared his information report. Report accepted by Trustees with questions asked and answered.
24093	8.0 Information Reports 8.5 Advocacy	This Agenda item will be discussed after the Division Showcase due to time constraints.
24094	Recess	Motion by Trustee Spargo THAT the Board of Trustees recess until 6:30 p.m. Chair Mywaart read the Motion. Carried 6:01 p.m.
24095	Reconvene Board of Trustee Meeting	The Board of Trustee meeting reconvened at 6:32 p.m.
	Comment	The Board of Trustees elected to complete the rest of the Agenda upon completion of the Division Showcase.
24096	12:0 Spotlight on Students 12.1 Dr. Clark Elementary	Grade five Students from Dr. Clark highlighted their "Roots of Empathy" program. Children are coached to recognize and connect with the vulnerability of a baby who visits their classroom with their parent throughout the school year. Students learn about brain development and that babies learn through their senses. Students also develop emotional literacy by being able to identify and label the baby's feelings, reflect on and understand their own feelings and finally bridge to understand the feelings of others.
24097	12.0 Spotlight on Students 12.2 Thickwood Heights Public	Thickwood Heights spotlighted how the "Arts Come Alive" at their school. Students are able to access various venues, including music, drama and art. Since September, the students have participated in the following: <ul style="list-style-type: none"> • The Secret Path & virtual artist, Jacqueline Travers • Grade ¾ Art Club • Plasticine Workshop • Theatre Production • Holiday Concert scheduled for December 21st. Trustees were delighted to have some of Thickwood's students highlight their art and experiences at the school.
24098	13.0 Division Showcase 13.1 TAFI Winner - Ms. Terri Josey	This month's TAFI winner goes to Greely Road school teacher Ms. Gayle Neil. Congratulations, Ms. Neil, and thank you for telling FMPSPD's story.
24099	9.0 Information & Correspondence	There were none
24100	10.0 Requests for Information	There were none.
24101	Recess	Motion by Trustee Setter THAT the Board of Trustees recess. Chair Mywaart read the Motion. Carried 7:09 p.m.
24102	Resume Regular Board Meeting	The Board of Trustees reconvened at 7:18 p.m.
24103	8.5 Advocacy	Motion by Trustee Setter THAT the Board of Trustees approve the Advocacy Committee recommendations for the following: <ul style="list-style-type: none"> • Asking parents "What do you need to know in order to understand more about Provincial Education funding?" • Send Education questions to the Nomination Candidates in the Fort McMurray Wood Buffalo riding • Plan a community reception for 2023.

		Chair Mywaart read the Motion. Carried 7:20 p.m.
24104	11.0 Question Period	There were no questions for this month for the Board.
24105	14.0 Business Arising from Presentations or Previous Meetings	Reminder to Trustees that there are tickets available in the Trustees' office for Westwood's upcoming production.
24106	15.0 Other Business	Trustee Lambert enquired what the consensus would be of the Board to a 90-minute dinner break at the December 21, 2022, Board meeting. Discussion amongst the Trustees in regard to this. TASK: Chair Mywaart to send out an email to all Trustees asking what their wishes would be on taking a 90-minute dinner break for the December 21st, 2022, Board of Trustee meeting.
24107	16.0 Future Agenda Items	There was none.
24108	Adjournment	There being no further business, MOTION by Trustee O'Hara THAT the Regular Board of Trustee Meeting of November 23, 2022, be adjourned. Chair Mywaart read the motion. Carried at 7:34 p.m.

Board Chair: 
[Linda J Mywaart \(Dec 22, 2022 11:19 MST\)](#)

Date: Dec 22, 2022

Secretary-Treasurer: 
[Allan Kallal \(Dec 22, 2022 13:08 MST\)](#)

Date: Dec 22, 2022










22.11.23 MINUTES Board of Trustees Meeting

Final Audit Report

2022-12-22

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