

# MINUTES



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## BOARD OF TRUSTEES MEETING

**Date:** Wednesday, September 28th, 2022

**Location:** 231 Hardin Street, Central Board Room  
\*Division Office is a scent-free environment\*

**Time:** 2:00 p.m.

**In Attendance:**

Board Chair:  
Vice-Chair:  
Trustees:

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

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

**Annalee Nutter**  
**Allan Kallal**

Recording Secretary:

**Traci Towe**

Regrets:

	ITEM	DISCUSSION
23983	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:01 p.m.
	O Canada	Board Chair L. Mywaart invited those in attendance to stand for the playing of the National Anthem.
23984	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, Dēnēsulinē, 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.
23985	3.1 Agenda	One addition to the Agenda. Partners in Education (Item 7.5)

  
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23986	3.2 Approve Agenda	MOTION by Trustee Spargo <b>THAT the Board of Trustees approve the Agenda as amended.</b>  Board Chair L. Mywaart read the Motion. <b>Carried at 2:07 p.m.</b>
23987	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.
23988	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of June 22nd, 2022.  MOTION by Trustee Adams <b>THAT the Board of Trustees adopt the minutes as amended.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:08 p.m.</b>
23989	6.0 Closed Session	Motion by Trustee Spargo <b>THAT the Board move to the Closed Session of the meeting.</b>  Board Chair L. Mywaart read the Motion. <b>Carried: 2:09 p.m.</b>
	Comment	Trustee Lambert entered the Board room at 2:44 p.m.
23990	Reconvene Regular Board Meeting	MOTION by Trustee Setter <b>THAT the Board of Trustees recess and reconvene the regular board meeting at 3:25 p.m.</b>  Board Chair Mywaart read the Motion. <b>Carried 3:19 p.m.</b>
23991	7.0 Action Items 7.1 ASBA Award Nominations	The ASBA award nominations deadline have since passed. Chair Mywaart suggested this action item go to the Policy Committee and review whether this item should be placed under June in the Board Work Plan as the ASBA nomination deadline is usually in the middle of September.  <b>TASK: Policy Advisory Committee to review ASBA award nomination placement within the Board Work Plan.</b>
23992	7.0 Action Items 7.1.2 Review Staffing Report	Assistant Superintendent Mitsopoulos shared with the Board that 46 new teachers were hired for the 2022/2023 school year. There were 22 Teachers on Call, and 51 Teacher Assistant Supervisors hired to support schools when teaching staff are away.
23993	7.0 Action Items 7.1.3 Review Preliminary Enrollments	Associate Superintendent Kallal shared an enrollment spreadsheet with the Board and reviewed the numbers.  Overall the enrollments are up 7.8% Division-wide. Questions asked and answered by/to the Board in regard to some specific school numbers.
23994	7.0 Action Items 7.1.4 Review Actions from Board Evaluation	The number one priority for the Board this past evaluation was the Governance book study. This has been started by the Board and will continue.  The Board also wanted feedback/evaluation from the new sitting Trustees in regard to their orientation.  A Board Planning session is to be scheduled in January with a topic still to be determined.  <b>TASK: Recording Secretary to arrange a few dates in January for a Board Planning Session.</b>
23995	7.0 Action Item 7.2 Policy Advisory Committee	Nothing to report. The Committee will be scheduling a meeting shortly.

23996	7.0 Action Item 7.3 Advocacy Committee	<p>The Advocacy Committee met on September 26th. Funding for public education has been handed to the Committee to look at more in-depth.</p> <p>Committee minute notes will be forwarded to Trustees upon completion.</p>
23997	7.0 Action Item 7.4 2022 - 2023 Trustee Meeting Schedule	<p>Previously, the Board approved the Trustee Meeting Schedule. It was noted after the schedule had been approved that there was a Networks Committee meeting scheduled for January 10th, however, there was no Committee of the Whole scheduled for that day.</p> <p>Further, there is a Trustee School Visit scheduled for January 17th and no scheduled Committee of the Whole Meeting.</p> <p>There was also a discussion of possibly changing the meeting to 7:00 p.m. (rather than the scheduled time of 6:30 p.m.). It was suggested by Chair Mywaart that this question goes out to Networks to get their feedback. Superintendent Nutter to reach out to Division Leaders as well to get their feedback and provide a recommendation to the Board.</p> <p>It was also asked by the Board to review the costs (from 2019) associated to providing dinner to Networks/Joint Networks on these meeting dates.</p> <p><b>Motion by Trustee Spargo THAT the Board of Trustees amend the Networks meeting date from January 10th to February 7th.</b></p> <p>Chair Mywaart read the question. <b>Carried 3:56 p.m.</b></p> <p><b>TASK: Superintendent Nutter to gather feedback from Division Leaders in regard to changing the meeting time to 7:00 p.m and then provide a recommendation to the Board.</b></p> <p><b>TASK: Networks Committee group to gather feedback from Networks in regard to changing the meeting time to 7:00 p.m.</b></p> <p><b>TASK: Superintendent Nutter to review the costs associated with providing dinner to Joint Networks on these meeting dates.</b></p> <p><b>TASK: Recording Secretary to review the Trustee School Visit schedule and report back to the Board.</b></p>
23998	7.0 Action Items 7.5 Partners in Education	<p>A request was made by the Recording Secretary to have two Trustees volunteer on the judging panel for this year's nominations. Trustee Adams &amp; Trustee Lambert volunteered for this position.</p> <p>The date scheduled for this review of the nominations will be October 4th from 5:00 to 6:30 p.m.</p> <p>It was suggested by Chair Mywaart that the Policy Advisory Committee review Partners in Education and possibly place this action under the Ad Hoc committee. This would eliminate having to poll for judges each year.</p> <p><b>TASK: Recording Secretary to provide a package to the panel for determining this year's recipients of Partners in Education.</b></p> <p><b>TASK: Policy Advisory Committee to review the various Board Committees and determine a placement amongst them for Partners in Education.</b></p>
23999	8.0 Information Reports 8.1 PSBAA/PSBC	<p>Trustee O'Hara stated this year's Annual General Meeting will be taking place from October 12th to 14th. It was noted that the Budget appears to be the main focus and this document has been sent out to all Boards. PSBAA is projecting a deficit. Should Trustees have any questions in regard to this budget, please reach out to Trustee O'Hara. Trustee O'Hara also stated that there have been no changes to the membership fees.</p>

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24000	8.0 Information Reports 8.2 ASBA	<p>The Board's position statement has been approved by ASBA to go forward to the Fall General Meeting. The ASBA Fall General is scheduled from November 20th - 22nd.</p> <p>Trustee Spargo stated that at the last Zone 3/3 meeting, there was discussion amongst Trustees that the new curriculum ended up running fairly smoother, save for the new Math curriculum. There are still some hurdles in regard to this subject, and teacher support is being provided.</p> <p>There was also quite a bit of conversation at the meeting around the struggle of bussing, specifically, the shortfall across the Province and the ability to find drivers. It was noted that drivers are being trained and shortly after completing this training are leaving for higher compensation elsewhere.</p> <p>ASBA also met with all UCP candidates. This meeting was to explore the candidates' stance on education. ASBA plans to send this information out to all Boards. There is a worry that this information will not be forwarded in time for the October 3rd election.</p>
24001	8.0 Information Reports 8.3 Trustee Engagement Report	Chair Mywaart reviewed the report and highlighted all the opportunities the Trustees have had in the past few months within the schools and community. Trustees were reminded that this is a volunteer basis and that there is no expectation as to how much/how little the Trustees are to devote their time each month.
24002	8.0 Information Reports 8.4 Superintendent of Schools	<p>Superintendent shared her report with the Trustees. There were two amendments to the report that was sent out.</p> <ol style="list-style-type: none"> <li>1) Two Westwood students will be representing FMPSPD on the Minister's Youth Council</li> <li>2) École McTavish will be hosting their Grand Opening of the high school on November 4th from 10:15 - 12:00. There was a delay in having the grand opening due to the pandemic. This information has been sent out to the Trustees.</li> </ol> <p>Superintendent Nutter wished to highlight from her report that Mr. Jeff Landry (the teacher who took the Robotics team to Dallas) received a Prime Minister's award - Certificate of Achievement for his work in inspirational Science, Technology, Engineering and Mathematics (STEM). There are only 25 certificates given nationally for this award. Congratulations to Mr. Landry!</p> <p>It was also noted that École Dickinsfield will not be filling the Vice-Principal position as the VP on leave is scheduled to be back in March. Rather, the money saved from not filling this position will be put into classroom resources.</p> <p>Report accepted with no questions.</p>
24003	8.0 Information Reports 8.4.1 Director of Inclusive Learner	Superintendent Nutter shared the report from the Director of Education C. Shelley with one addendum. Shortly before the Board meeting, FMPSPD was notified that the Division was successful in receiving the grant from Wood Buffalo Community Foundation. Report accepted by Trustees with questions asked and answered
24005	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	<p>Superintendent Nutter shared the report from the Director of Teaching &amp; Learning with a few addendums:</p> <ol style="list-style-type: none"> <li>1. 70 FMPSPD students were able to attend the Oil Fields trade show and had the opportunity to have private learning sessions and meet one-on-one with some of these companies.</li> <li>2. The new curriculum is going well. As stated previously, the new Math curriculum is the most challenging. Teachers are provided with a continuum of support as well as one-on-one support. As well, the Supervisor of Educational Technology, Abbi Easton, and Numeracy Coordinator, Shannon Dube, are also supporting Teachers with this new curriculum piece.</li> <li>3. CAREERS is also funding \$200,000 towards instructors in the Trades (such as Welding, Electrician etc.) for FMPSPD students.</li> </ol>

		<p>Discussion amongst Trustees on the benefits of reaching out to parents to advise them that the new curriculum is going well as previously there was a lot of apprehension and stress for this. Vice-Chair Adams stated that it might be beneficial to provide a tutorial on the new Math curriculum so that parents can better support their children as this new curriculum is taught quite differently. Further discussion is to be had on this topic.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24006	8.0 Information Reports 8.4.3 Assistant Superintendent of Human Resources & Administration	Assistant Superintendent Mitsopoulous shared her report with the Board. Report accepted by Trustees with questions asked and answered.
24007	8.0 Information Reports 8.4.4 Director of Human Resources & Administration	Assistant Superintendent Mitsopoulous shared the Director's report with the Board. Report accepted by Trustees with questions asked and answered.
24008	8.0 Information Reports 8.4.5 Associate Superintendent of Business & Finance	<p>Associate Superintendent Kallal shared his information report. It was noted that there has been a large turnover in Human Resources, Finance and Operations &amp; Maintenance. Even with the high turnover, the work is still being completed as needed.</p> <p>There was a question from the Board in regard to the staggered entry. Superintendent Nutter advised that this will be shared with the Board at the next Committee of the Whole meeting.</p> <p>It was also requested by the Board to have a report in regard to the attendance ratio for the staggered entry. Who all attended, and how many missed their staggered entry dates?</p> <p>Report accepted by Trustees with questions asked and answered.</p> <p><b>TASK: Superintendent Nutter to provide the attendance numbers for the Board at the next Committee of the Whole.</b></p>
24009	8.5 AP 450 - Organizational Charts	<p>Superintendent Nutter provided the new organizational charts and reviewed them with the Board. It was requested of Superintendent Nutter to provide an internal document specifically for the Board that will be colour coded to reflect which positions are specifically under governance and admin.</p> <p><b>TASK: Superintendent Nutter to provide an internal document reflecting the positions that are under governance and admin.</b></p>
24010	9.0 Information & Correspondence	The Board reviewed and had some discussion regarding the letters received for the month of September. It was suggested that a discussion amongst the Advocacy Committee be had in regard to trustee autonomy.
24011	10.0 Requests for Information	<p>There was none.</p> <p>Motion by Trustee Spargo <b>THAT the Board of Trustees recess until 6:30 p.m.</b> Chair Mywaart read the Motion. <b>Carried 5:27 p.m.</b></p>
24012	Resume Regular Board Meeting	The Board of Trustees reconvened at 6:32 p.m.
24013	11.0 Question Period	There was no questions for the Board for this month.
24014	12:0 Spotlight on Students Dënë Hand Games	<p>Students from École McTavish shared a demonstration of the Dënë hand games. Students from École McTavish previously attended a tournament in High River. These students came in 55th overall despite only recently starting the program.</p> <p>We had three of our Trustees participate in the demonstration, and much fun was enjoyed by</p>

		all. Well done, École McTavish!
24015	13.0 Division Showcase 13.1 TAFI Winner - Ms. Amanda Ellsworth	This month's TAFI winner goes to Grade 1 teacher Ms. Amanda Ellsworth from Fort McMurray Islamic school. Ms. Ellsworth posts regularly on her class activity and sharing with her students and community all the special events happening within FMPD. Congratulations, Ms. Ellsworth and thank you for telling FMPD's story .
24016	13.0 Division Showcase 13.2 RARA Award recipients	Deferred to October 26th, Board meeting.
24017	13.0 Division Showcase 13.3 Honouring Spirit Award - Michael Gilks	Westwood grade 7, Michael Gilks received the prestigious Alberta School Board Association's Honouring Spirit award which recognizes First Nations, Metis and Inuit students who model strength and commitment in the pursuit of their personal education path. There were 12 Alberta students recognized provincially out of 270 nominations. Michael was able to meet the Lieutenant Governor of Alberta and the Minister of Education.  Each recipient was recognized with an award certificate and congratulatory letter, a unique hand-crafted Star blanket and honoraria. Michael brought his amazing Star blanket to the Board meeting to show the Board. Congratulations Michael on winning such a well-deserved award!
24018	13.0 Division Showcase 13.4 National Spelling Bee - Ali Usman	The Board of Trustees congratulated Ali Usman, Westwood High School grade 9 student who received 3rd place in this year's National Spelling Bee.  Congratulations Ali!
	Comment	The Board took a 5-minute recess while parents and students left the Board room.
24019	Resume Regular Board Meeting	The Board reconvened at 7:09 p.m.
24020	14.0 Business Arising from Presentations and Delegations OR Previous Meetings	There was none.
24021	15.0 Other Business	No other business.
24022	16.0 Future Agenda Items	There was none.
24023	Adjournment	There being no further business, MOTION by Trustee Lambert <b>THAT the Regular Board of Trustee Meeting of September 28, 2022, be adjourned.</b>  Chair Mywaart read the motion. <b>Carried at 7:15 p.m.</b>


Board Chair:

  
Linda J Mywaart (Oct 27, 2022 17:33 MDT)

Date:

Oct 27, 2022

Secretary-Treasurer:

  
Allan Kallal (Oct 27, 2022 17:00 MDT)

Date:

Oct 27, 2022










# 22.09.28 MINUTES Board of Trustees Meeting

Final Audit Report

2022-10-27

Created:	2022-10-27
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