

MINUTES



Anyone wishing to use a recording device at a Public School Board Meeting shall obtain prior approval from the Board Chair.
Division Office is a scent-free environment

BOARD OF TRUSTEES MEETING

Date: Wednesday, October 26th, 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
Malcolm Setter
Lorna Spargo
Tim O'Hara

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

Annalee Nutter
Allan Kallal
Merrie-Rae Mitsopoulos

Recording Secretary:

Traci Towe

Regrets:

Jason Schulz
Jonathan Lambert

	ITEM	DISCUSSION
24024	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:04 p.m.
	O Canada	Board Chair L. Mywaart invited those in attendance to stand for the playing of the National Anthem.
24025	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.
24026	3.1 Agenda	One addition to the Agenda. Networks Update (Item 14.0)

24027	3.2 Approve Agenda	MOTION by Trustee O'Hara THAT the Board of Trustees approve the Agenda with one amendment. Board Chair L. Mywaart read the Motion. Carried at 2:11 p.m.
24028	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.
24029	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of September 28, 2022. MOTION by Trustee Spargo THAT the Board of Trustees adopt the minutes as amended. Board Chair L. Mywaart read the Motion. Carried at 2:14 p.m.
24030	6.0 Closed Session	Motion by Trustee Adams THAT the Board move to the Closed Session of the meeting. Board Chair L. Mywaart read the Motion. Carried: 2:09 p.m.
24031	Reconvene Regular Board Meeting	MOTION by Trustee Spargo THAT the Board of Trustees recess and reconvene the regular board meeting at 3:15 p.m. Board Chair Mywaart read the Motion. Carried 3:09 p.m. Reconvened at 3:18 p.m.
	Comment	Vice-Chair out of the Board room at 3:18 p.m.
24032	Additions to the Agenda	Upon coming out of the Closed Session it was requested by Trustee Spargo to add two more items as presented by Superintendent Nutter: <ul style="list-style-type: none"> • Trustee School Visits • Questions presented on November 9th to the Student Advisory Council Motion by Trustee Spargo THAT the above two items be added to the agenda. Chair Mywaart read the Motion. Carried 3:19 p.m.
24033	7.0 Action Items 7.1 Board Work Plan	The Board Work Plan was discussed in Action Items 7.1.2 through 7.1.8.
24034	7.0 Action Items 7.1.2 Review September 30th Enrollment Report	Associate Superintendent Kallal presented his enrollment report. <ul style="list-style-type: none"> • Enrollment growth is sitting at 8.1% year over year. ECS has over 600 students for the first time. • Assessments for mild/moderate/severe deadlines are due by the end of November, so the numbers will change. The number of unfunded ECDP is down from last year and this is due to the great work of those in student services. • Every grade has increased in enrollment except for Grade 4. • Applying modest growth to ECDP at a rate of 1 to 2% by catchment, the proposed enrollment for 2023-2024 is 3.98% for a total headcount of 7505 students. Associate Superintendent Kallan also presented the Utilization of schools. <ul style="list-style-type: none"> • Christina Gordon is the number one school for expansion and the site has room for 3 more modulars. • Dave McNeilly is the number two school for expansion, and the site has room for four modulars. • École McTavish follows and has room for 12 modulars. • Dr. Clark is the number four school for expansion; however, the catchment is highly variable and is monitored annually. Mr. Kallal also noted that Westwood is growing and that many students are attending outside the catchment area. Associate Superintendent Kallal will present subdivision data to the Board in either November or December. A few questions were asked and answered by/to the Board.

	Comment	Vice-Chair back in session at 3:21 p.m. (while Associate Superintendent Kallal was presenting his Enrollment report).
24035	7.0 Action Items 7.1.3 Prepare for ASBA/PSBAA Fall General Meetings	Chair Mywaart reviewed the meeting dates for ASBA Fall general meetings and reminded Trustees that there is required reading before these meetings.
24036	7.0 Action Item 7.1.4 Review Student Accountability Report	The report has not been received from the Provincial government to date. This will be reviewed with the Board upon receipt.
24037	7.0 Action Item 7.1.5 Review Alberta Education Modular Classroom Submission	This was presented alongside the September 30th Enrollment Report that Associate Superintendent Kallal submitted under 7.1.2
24038	7.0 Action Item 7.1.6 Partner in Education Recognition Reception	The Partners in Education were celebrated on October 20th where the Board gave their thanks to all the wonderful supporters of FMPSD over the past year. The Athabasca Tribal Council won the Board Commitment to Excellence. Congratulations to all the winners of this year's award ceremony!
24039	7.0 Action Items 7.1.7 Election Year Organizational Meeting	Chair Mywaart expressed to the Board that although the election is three years away, it is never too soon to create awareness of the role of the Trustee. Chair Mywaart encouraged Trustees to start these conversations now.
24040	7.0 Action Items 7.1.8 Trustee Development Opportunities	Chair Mywaart previously forwarded information in regard to development opportunities and noted to the Board that as she receives them, she will continue to forward them and also stated there are many free webinars. If a Trustee is interested in something particular, contact her. It was noted that there are three professional development sessions at the Fall General, and there is a Board Planning session scheduled for January 11th from 8:00 a.m. to 5:00 p.m. There will also be a session with Dr. Zarichny on November 25th.
24041	7.2 Board Organizational Chart 2022-2023	There was a inquiry last month by Trustee Schulz (who was absent for the Board Organizational meeting) to be on the Management Compensation Committee. Trustee Setter agreed to give his spot on the committee to Trustee Schulz. Chair Mywaart made a Motion THAT the Board of Trustees approve the request to replace Trustee Setter with Trustee Schulz on the Management Compensation Committee. Chair Mywaart read the Motion after discussion amongst the Trustees. Carried 3:50 p.m.
24042	7.3 Trustee School Visits	At the September Board meeting it was requested of the Recording Secretary to look at the January 17th Trustee School visit to see if there was another day that would be more suitable as there is no Committee of the Whole meeting that day. Superintendent Nutter advised that it could not be held in June as the schools are extremely busy at that point, and in May, the schools are busy with their Education Plan presentations to the Board. After discussion amongst the Trustees, it was decided to leave the date as is for January 17th. There was also a request made of the Recording Secretary to send invites to each of the Trustees and the Principals of that school for the Trustee Visits. This will enable the Principals to see how many Trustees plan on attending. If for some reason, Trustees have accepted and then find they cannot attend then they will change their invitation to not able to attend.
24043	7.4 Student Advisory Council	Superintendent Nutter advised that the Director of Teaching & Learning sent out a Thought Exchange to all students from Grades 4 - 12 to enquire what their top concerns were in regard to schools. The most frequent concerns were Racism, Inclusion/Belonging/Feeling Safe and LGBTQ. There were 1239 responses to the Thought Exchange. The Board discussed how they can make the Division's students feel safe, included, and have a sense of belonging.


LJ


AK


		<p>The Board asked Superintendent Nutter to go back to the students and ask the following questions:</p> <ul style="list-style-type: none"> • What is happening in schools that makes students not feel safe or included? • What do you see as a way to resolve it? <p>Superintendent Nutter will bring those questions to the Director of Teaching & Learning and will share the results with the Board at the November Committee of the Whole meeting.</p>
24044	8.0 Information Reports 8.1 École McTavish Band Trip	Superintendent Nutter informed the Board that École McTavish is taking 42 band students to perform at a Whistler festival in April 4 days. This update was for information purposes only.
24045	8.0 Information Reports 8.2	Agenda was misnumbered so there was no 8.2.
24046	8.0 Information Reports 8.3 Trustee Engagement Report for the Previous Month	<p>This document was suggested to be shared with the Networks group so that they are able to see the amount/type of work the Board does monthly. The Report will be shared at the Networks meeting on February 7th.</p> <p>Chair Mywaart advised the Board that she had met with the ATA president & the Catholic School Board chair mainly around the planned Education Rally that was scheduled for October 22nd. Some questions were raised, which have been forwarded to the Advocacy committee.</p>
24047	8.0 Information Reports 8.4 Superintendent of Schools	<p>Superintendent shared her report with the Trustees. Superintendent Nutter highlighted that she had her first Superintendent Advisory Group of Educators (SAGE) meeting on October 25th and completed her first two sessions of the Parent learning series. The first was on the Education Plan, and the second was on results. There were 69 viewers on the first and 92 on the second.</p> <p>Questions are starting to come in from parents.</p> <p>Report accepted by Trustees with questions and answered.</p>
24048	8.0 Information Reports 8.4.1 Director of Inclusive Education	<p>Superintendent Nutter shared the report from the Director of Inclusive Learning</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24049	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	<p>Superintendent Nutter shared the report from the Director of Teaching & Learning. It was noted that a survey will be going out to all students in grades 10 - 12 to garner information on their career paths. The goal is to allow the students to see the opportunity here in Fort McMurray and encourage our students to remain in the community.</p> <p>The Board was also advised that Matthew Shewchuk is presently in Finland representing FMPSD and Apple Schools (this opportunity was all paid for by Apple Schools).</p>
24050	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. Most of the discussion surrounded staffing levels.
24051	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.
24052	8.0 Information Reports 8.4.5 Associate Superintendent of Business & Finance	<p>Associate Superintendent Kallal shared his information report. Report accepted by Trustees with questions asked and answered.</p> <p>Question asked by Trustee Spargo if the Networks group were tasked to send out to their parent communities that the Board was looking for parents to sit on the Traffic Safety Committee. It was noted in the minutes only.</p> <p>TASK: Superintendent Nutter will send out to the parent community requesting volunteers for the Traffic Safety Committee.</p>
24053	9.0 Information & Correspondence	Chair Mywaart stated the letter from Minister LaGrange in regard to Diploma exams was previously sent out to Trustees and posted on the Agenda.

		Minister LaGrange has been reappointed as the Minister of Education and Chair Mywaart sent her a text on behalf of the Board congratulating her on her reappointment.
24054	10.0 Requests for Information	There was none.
24055	Resume Regular Board Meeting	The Board of Trustees reconvened at 6:32 p.m.
24056	11.0 Question Period	There were no questions for the Board for this month.
24057	14.0 Business Arising from Presentations or Previous Meetings	<p>Chair Mywaart suggested that the Board skip to 14.0.</p> <p><u>Networks Update:</u> At the October 11th meeting, the Networks group was asked if they would like to continue the meeting at 6:30 with no meal or if they would prefer to have a meal and start the meeting at 7:00. The group advised they are fine with continuing as is (6:30 p.m. start date).</p> <p>The Recording Secretary was tasked to provide fruit/veggie trays for these meetings.</p> <p>TASK: Recording Secretary to provide refreshments for Networks/Joint Networks meetings.</p> <p><u>Board Planning Session:</u> Reminder to the Board that there is an all-day session on January 11th from 8:00 to 5:00. Information will be forwarded closer to the meeting date in regard to topics.</p> <p>Reminder to Trustees of the <u>Grand Opening of the École McTavish Highschool</u> on November 4th (10:45-12:00 p.m.)</p> <p><u>Joint Networks November 8th</u> Possibly having a discussion and tutorial surrounding the new math curriculum. This was decided by the Board that this is not an urgent item. The Director of Teaching and Learning will reach out to Alberta Education to see if they will be hosting an information session for parents. The Director of Teaching & Learning will do a brief presentation about the new Curriculum roll-out progress.</p> <p>As requested at the September Board meeting, Superintendent Nutter shared a document with the Board in regard to the difference between governance and administration within the various job titles at the Division office.</p> <p><u>Trustee School Visits</u> It was requested that a calendar invite for each Trustee be added to the Trustee Calendar for each school visit. This will enable the Recording Secretary to advise the Principals of how many Trustees plan on attending so the school can plan accordingly.</p> <p>TASK: Recording Secretary to send a calendar invite to each Trustee & school principal for Trustee School Visits so that schools are able to plan how many Trustees will be in attendance.</p> <p>Motion by Trustee Spargo THAT the Board of Trustees meeting recesses til 6:30 p.m. Vice Chair Adams read the Motion. Carried 5:14 p.m.</p>
24058	Reconvene Board of Trustee Meeting	The Board of Trustee meeting reconvened at 6:31 p.m.
24059	12:0 Spotlight on Students 12.1 Dave McNeilly Public	<p>Students from Dave McNeilly presented the benefits of being a part of the drama club whereby they get to build on their improvisation skills and their confidence. They even enlisted the Trustees to come out and join them in a quick improv act which was enjoyed by all. Some Trustees acted like models or spiders and even acted as if their bottoms were on fire.</p> <p>Much laughter ensued, and the Trustees were impressed with the children's confidence, speaking abilities and acting skills. LINK #1 LINK #2</p>

24060	12.0 Spotlight on Students 12.2 Westwood Community High School	Westwood Community High presented a pantomime performance of their upcoming Wizard of Oz play and even broke out in a live cover of "Straight from the Heart" from Bryan Adams. The Board was invited to attend any of their shows from December 8th - 10th. Well done, Westwood High, on a great performance! LINK #1 LINK #2
24061	13.0 Division Showcase 13.1 TAFI Winner - Ms. Terri Josey	This month's TAFI winner goes to Fort McMurray Islamic School teacher Ms. Terri Josey. Ms. Josey often posts her Grade % activities and uses the main FMIS social media to communicate to parents and students about events, alerts and reminders. Congratulations, Ms. Josey, and thank you for telling FMPSPD's story . LINK
24062	13.0 Division Showcase 13.2 Prime Minister's Certificate of Achievement	The Board of Trustees recognized Mr. Jeff Landry for the honour of receiving the Prime Minister's Certificate for Teaching Excellence in Science, Technology, Engineering and Manufacturing (STEM). Mr. Landy is the only recipient in all of Alberta to win this Certificate and one of 25 nationally. Congratulations Mr. Landry. LINK
24063	13.0 Division Showcase 13.3 Buffy Awards - Kate Vargo & Ms. Kelli Stewart	Last week, both Kate Vargo & Ms. Kelli Stewart won at the 2022 Buffy Awards. Kate won "Rising Star" and Ms. Stewart won in the Dance category. Unfortunately, neither was able to attend the Board meeting, but the Board did wish to recognize both for winning the Wood Buffalo Excellence in Arts award. Congratulations to Kate Vargo & Kelli Stewart!
24064	14.0 Business Arising from Presentations and Delegations OR Previous Meetings	Completed above.
24065	15.0 Other Business	No other business.
24066	16.0 Future Agenda Items	There was none.
24067	Adjournment	There being no further business, MOTION by Trustee Setter THAT the Regular Board of Trustee Meeting of October 26, 2022, be adjourned. Chair Mywaart read the motion. Carried at 6:58 p.m.

Board Chair: 
[Linda J Mywaart \(Nov 24, 2022 13:29 MST\)](#)

Date: Nov 24, 2022

Secretary-Treasurer: 
[Allan Kallal \(Nov 24, 2022 15:47 MST\)](#)

Date: Nov 24, 2022










22.10.26_MINUTES Board of Trustees Meeting

Final Audit Report

2022-11-24

Created:	2022-11-24
By:	Traci Towe (traci.towe@fmppsd.ab.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAACxt20GeuCuNFUA8du9bEnP3kUXt-76_J

"22.10.26_MINUTES Board of Trustees Meeting" History

-  Document created by Traci Towe (traci.towe@fmppsd.ab.ca)
2022-11-24 - 6:05:05 PM GMT- IP address: 199.216.45.32
-  Document emailed to linda.mywaart@fmppsd.ab.ca for signature
2022-11-24 - 6:07:26 PM GMT
-  Email viewed by linda.mywaart@fmppsd.ab.ca
2022-11-24 - 6:30:57 PM GMT- IP address: 74.125.209.57
-  Signer linda.mywaart@fmppsd.ab.ca entered name at signing as Linda J Mywaart
2022-11-24 - 8:29:02 PM GMT- IP address: 174.90.223.118
-  Document e-signed by Linda J Mywaart (linda.mywaart@fmppsd.ab.ca)
Signature Date: 2022-11-24 - 8:29:04 PM GMT - Time Source: server- IP address: 174.90.223.118
-  Document emailed to Allan Kallal (allan.kallal@fmppsd.ab.ca) for signature
2022-11-24 - 8:29:05 PM GMT
-  Email viewed by Allan Kallal (allan.kallal@fmppsd.ab.ca)
2022-11-24 - 9:56:13 PM GMT- IP address: 74.125.209.53
-  Document e-signed by Allan Kallal (allan.kallal@fmppsd.ab.ca)
Signature Date: 2022-11-24 - 10:47:45 PM GMT - Time Source: server- IP address: 199.216.45.32
-  Agreement completed.
2022-11-24 - 10:47:45 PM GMT