

# MINUTES



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## BOARD OF TRUSTEES MEETING

**Date:** Wednesday, June 22, 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
23940	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:26 p.m.
23941	O Canada	Board Chair L. Mywaart invited those in attendance and watching online to stand for the playing of the National Anthem.
23942	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.
23943	3.1 Agenda	Additions/changes to the agenda: Defer 12.3 Indigenous Hand Games, to the September 28th, 2022 Board meeting. Changed 3.0 - 5.0 and item 8.4 moved up within the meeting.

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23944	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 2:34 p.m.</b>
23945	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.
23946	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of May 25th, 2022.  MOTION by Trustee O'Hara <b>THAT the Board of Trustees adopt the minutes as amended.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:37 p.m.</b>
	Comment	Trustee O'Hara excused himself due to pecuniary conflict at 2:38 p.m.
23947	5.0 Minutes 5.2 Business Arising from previous minutes	<u>Budget Revision</u>  Associate Superintendent Kallal provided an update on the Budget, Fees & Reserve Allocations for 2022 - 2023. Mr. Kallal stated that the plan had not changed, simply the timing of the utilization of Operating and Capital reserves and the new Provincial funding was also added.  <b>Motion by Trustee Setter THAT the Board of Trustees approves the Updated Budget, Fees &amp; Reserve Allocations for the 2022-2023 school year.</b>  Questions were asked on the changes and answered.  Board Chair read the motion. <b>Carried 2:47 p.m.</b>
	Comment	Trustee O'Hara reentered the Board room at 2.47.
	Comment	Agenda item 7.4 & 7.5 was presented next to accommodate Associate Superintendent Kallal who had to leave the Board meeting earlier due to a business conflict.
23948	7.4 Review Financial Update (3 of 3) & 7.5 Information Report - Audit & Finance Committee	The Audit and Finance Committee met on May 4th, 2022, an information report was provided to the Board on the work of committee including a copy of the committee's minutes and the Financial Update that was reviewed. Highlights of the committee's work include: The Financial Report forecasts a \$5 million dollar deficit for the year ended August 31, 2022 as compared to the budgeted deficit of \$5.8 million. The Committee was presented & accepted the Audit Service Plan by the Auditor. The Committee also reviewed the Risk Register which summarizes the work under Administrative Procedure 508. AP 509 & Risk Register are planned for presentation to the Committee of the Whole meeting in Fall 2022.  Report accepted as presented with thanks to Associate Superintendent Kallal for his work.
23949	6.0 Closed Session	Motion by Trustee Spargo <b>THAT the Board take a brief recess and then move to the Closed Session of the meeting for 3:15 p.m.</b>  Board Chair L. Mywaart read the Motion. <b>Carried: 3:03 p.m.</b>
	Comment	Trustee O'Hara left the meeting at 4:31 p.m.
	Comment	Associate Superintendent Kallal left the meeting at 4:58 p.m.

23950	Reconvene Regular Board Meeting	<p>MOTION by Trustee Setter <b>THAT the Board of Trustees recess and reconvene the regular board meeting at 6:30 p.m.</b></p> <p>Board Chair Mywaart read the Motion. <b>Carried 6:02 p.m.</b></p>
	Comment	Due to Spotlight on Students & Division Showcase scheduled for 6:30 p.m. the Board elected to defer Action Items 7.0 upon conclusion of the Spotlight and Showcase.
23951	12.0 Spotlight on Students 12.1 Westwood Community High School	<p>Westwood's Robotic team presented the highlights of their experience in competing at the 2022 Vex Robotics Worlds Championship held in Dallas, Texas.</p> <p>The Robotics team brought their robot to the Board room and demonstrated its capabilities. Board Chair Mywaart was given the opportunity to drive the robot for the enjoyment of all.</p> <p>The Board is proud of and congratulated the Westwood Robotics team and School for their performance and representation of Fort McMurray Public School Division in Dallas. <a href="#">LINK</a> to the Robotics team presentation.</p>
23952	12.0 Spotlight on Students 12.2 École McTavish	<p>École McTavish highlighted "Women in Leadership" and "Gay-Straight Alliance (GSA)" student clubs.</p> <p>The Women in Leadership is comprised of Junior &amp; Senior High students. It creates a safe space to share and discuss with like-minded individuals. The main focus is on student-based goals, the club communicates with staff, has book talks, a women's rights rally and held a monthly campaign to celebrate Women's History Month.</p> <p>The Gay-Straight Alliance highlighted the positive impact of GSAs in Schools including greater school attachment &amp; connectedness, increased safety and decreased incidents of bullying, improved mental health and student well-being, higher self-esteem, improved work ethic and school attendance, increased sense of empowerment, pride and hope and building positive relationships.</p> <p>Students shared their experiences within the school and being part of the GSA student club.</p> <p>Presentation <a href="#">LINK</a></p>
	Comment	Trustee Schulz entered the meeting at 7:00 p.m.
23953	13.0 Division Showcase 13.1 Schulich Scholarship	<p>This year, FMPSD has had three Schulich Scholarship winners. Manorama Joshi from Westwood Community High School; Nabihah Hussaini from Fort McMurray Composite High School, and Rion Schulz from McTavish High School - who accumulated \$810,000 in scholarships! FMPSD was awarded 3 of the 100 Schulich STEM scholarships which are awarded in Canada, an amazing achievement.</p> <p>Congratulations again to Manorama, Nabihah &amp; Rion and the staff on behalf of the Board!</p>
23954	13.0 Division Showcase 13.2 Queen's Golden Jubilee Citizenship Award	<p>The Golden Jubilee Citizenship award honours students who have shown themselves to be community builders and leaders, civically minded, passionate about volunteering and who whole-heartedly embrace the spirit of their cause. Each year, eight young Albertans receive a medal and a \$5,000 scholarship.</p> <p>This year's winner goes to a Westwood grad - Precious Majekodunmi who took part in her school's Math Leadership Group, Science Fair, Queens Code, Principal's Advisory Group, and organized and promoted Black History Month.</p> <p>Precious also helped her community by volunteering with the Northern Lights Regional Hospital, the Wood Buffalo Food Bank, the Multicultural Association, Nigerian Canadian Association, MACOY, the local library and the YMCA.</p> <p>Congratulations again, Precious!</p>

23955	13.0 Division Showcase 13.3 RARA Award	Congratulations to Isabella Knibb-Kyle, grade 6 at Beacon Hill school and Zachary Cardinal, grade 4 at Christina Gordon who both received the Junior Achievement award at the Regional Aboriginal Recognition Awards (RARA).
23956	13.0 Division Showcase 13.4 Elders Council - PSBAA Award	FMPSD's Elder's Council won the Public School Boards Association of Alberta award for "Promoting and Advancing the Calls to Action of the Truth and Reconciliation Commission (TRC) as it relates to Education in Alberta.
23957	13.0 Division Showcase 13.5 Art 30 Award	This award is given to one current high school graduate who best exemplifies the outcomes of the fine arts-art course of studies. This year's winner is Rosa Pontello from École McTavish for her piece entitled "Stroll Down Memory Lane". The Board has bought the piece from Rosa and it can be viewed at the Division office in the main hallway.  Congratulations Rosa!
23958	13.0 Division Showcase 13.6 Top 4 Finalist Award - Canada Wide Science Fair	Sparsh Patel of Westwood High has won the Top 4 Finalist Award for the Canada Wide Science Fair which hosts the country's largest annual science, technology, engineering and mathematics event for young scientists in grades 7 - 12.  Congratulations Sparsh!
23959	13.0 Division Showcase 13.7 Innovative Leadership Award	Each year, the Board recognizes one staff member who leads an innovation that results in higher achievement or production, the innovation is sustainable and may be replicated in another school or department and this innovation must align with the system and Alberta Education goals.  This year's winner goes to Ms. Fahmo Rage of the Fort McMurray Islamic School. Ms. Rage has been integral to the founding and development of the Eco Eagles program.  This program nurtures environmental leaders, reduces the ecological impact of schools and builds environmentally responsible school communities.  Congratulations Ms. Rage!
	Comment	Trustee Schulz left the meeting at 7:41 p.m.
23960	Recess	Motion by Trustee Spargo <b>THAT the Board of Trustees take a short recess and reconvene at 7:56 p.m.</b>  Chair Mywaart read the motion. <b>Carried 7:46 p.m.</b>
23961	Resume Regular Board Meeting	The Board of Trustees reconvened at 7:57 p.m.
23962	7.0 Action Items 7.1 Board Work Plan	Board Chair L. Mywaart reviewed the Annual Work Plan for May as per Board Policy 2 and advised the gallery that the Trustee meeting schedule has been approved and will be posted to the website at a later date.
23963	7.0 Action Items 7.2 Approval of Superintendent Evaluation	Due to the recent appointment of Superintendent Nutter, the Board decided to do an internal evaluation. In discussion and agreement with Superintendent Nutter, the Board agreed to use Policy 12, Appendix C.  Motion by Trustee Mywaart <b>THAT the Board of Trustees approves the Superintendent's evaluation, compiled as per Board Policy 12, Appendix C as an accurate accounting of the Superintendent's performance for the period of April 1st, 2022 to June 22nd, 2022.</b>  Chair Mywaart read the motion. <b>Carried 8:07 p.m.</b>
23964	7.0 Action Items 7.3 Approval of Board Evaluation	As per Policy 2, Appendix A, the Board Annual Work Plan notes that in June that the Board shall approve the Board Evaluation Report. The Board agreed to utilize a self-evaluation tool


		<p>to complete this process for June 2022.</p> <p>Motion by Trustee Mywaart <b>THAT the Board of Trustees approve the Board self-evaluation survey for June 2022 and that the Board Chair be authorized to monitor the priorities and suggestions agreed to and bring items forward for Board Consideration as deemed appropriate.</b></p> <p>Chair Mywaart read the motion. <b>Carried 8:09 p.m.</b></p>
23965	7.0 Action Items 7.6 Board Meeting Format	<p>As requested by the Board, Superintendent Nutter put out a Thought Exchange survey in regards to continuing to live stream the regular Board of Trustees meetings monthly.</p> <p>Discussion amongst the Trustees in regard to costs, transparency, and workload of staff. It was noted that presently agendas, board highlights and minutes are all posted on the website.</p> <p>Motion by Trustee Lambert <b>THAT the Board of Trustees discontinues the live streaming of the monthly Board of Trustee meets starting in September 2022.</b></p> <p>Chair Mywaart read the Motion. <b>Carried 8:24 p.m.</b></p>
23966	7.0 Action Items 7.7 Policy 20	<p>Superintendent Nutter informed the Board that administrators, counsellors and some admin assistants have completed their level 2 of the Violence Threat Risk Assessment training (VTRA). It should be noted that VTRA will be called "Assessment of Risk to Others" starting in August 2022.</p> <p>Ms. Nutter requested the Board to amend Board Policy 20 to include definitions related to the Violent Threat Risk Assessment (Assessment of Risk to Others). Trustees engaged in a discussion in relation to the training received as well as the amendments to the existing Policy 20.</p> <p>Motion by Trustee Spargo <b>THAT the Board of Trustees supports that Board Policy 20 be amended to include definitions related to Violent Threat Risk Assessment (Assessment of Risk to Others).</b></p> <p>Chair Mywaart read the Motion. <b>Carried 8:29 p.m.</b></p>
23967	7.0 Action Items 7.8 Policy Advisory Committee	Nothing to report for this month.
23968	7.0 Action Items 7.9 Advocacy Committee	<p>The committee met on June 21st. Chair Mywaart stated that the recommended areas of focus for Board Advocacy for the 2022-2023 school year will be the following:</p> <ul style="list-style-type: none"> <li>● Traffic safety at the schools (new Ad hoc committee)</li> <li>● The new curriculum</li> <li>● Funding</li> <li>● Charter/Private schools.</li> </ul> <p>Trustee Adams made a <b>Motion THAT the Board of Trustees instruct the Advocacy Committee to focus on traffic safety, the curriculum, funding and charter/private schools for the 2022-2023 school year.</b></p> <p>Chair Mywaart read the Motion. <b>Carried 8:32</b></p> <p>There was also a discussion amongst the Trustees in regard to preparing a list of questions for the provincial leadership candidates for premier. It was decided amongst the Trustees that Trustee Mywaart will prepare a list of questions and will send it out to the rest of the Board for review and discussion.</p>

		<b>TASK: Chair Mywaart to compile a list of questions to be reviewed by the Board prior to sending out these questions to those candidates running for Premier; also to advise the Alberta School Board Association of these questions.</b>
23969	7.0 Action Items 7.10 Student Liaison Committee	Trustees discussed ways to improve the Student Advisory Council (SAC) to improve the committee's work. They noted areas of concern brought forward including bullying, diversity, and athletic opportunities.  The committee is working on an information sheet which differentiates governance from operations to help students better understand.
23970	7.0 Action Items 7.11 Locally Developed Courses - Acquired & Newly Developed	Fort McMurray Public School Districts' locally developed and locally acquired courses require regular renewal on a three or four-year cycle for continued use by high schools.  Locally developed courses are developed and authorized by school authorities to provide their students with learning opportunities that complement provincially authorized curricula. Districts may develop their own courses, or they may seek permission to acquire courses from other districts.  Superintendent Nutter advised that this is completed every year in May. Discussion and questions asked by the Board.  Trustee Setter made a motion <b>THAT the Board of Trustees approve the requisition of locally acquired courses for use by Ecole McTavish High School, Westwood Community High School, Fort McMurray Composite High School and Frank Spragins High School beginning the first semester of the 2022-2023 school year. The material and resources for each course will be as per each course outline.</b>  Chair Mywaart read the Motion. <b>Carried 8:44 p.m.</b>  Trustee Spargo made a motion <b>THAT the Board of Trustees approve the implementation of locally developed courses for use by Ecole McTavish High School, Westwood Community High School, Fort McMurray Composite High School and Frank Spragins High School beginning the first semester of the 2022-2023 school year. The material and resources for each course will be as per each course outline.</b>  Chair Mywaart read the Motion. <b>Carried 8:46 p.m.</b>  <b>Notice: Trustee Lambert elected not to partake in the conversation nor the voting due to pecuniary conflict.</b>
23971	8.0 Information Reports 8.1 Public School Boards Association	There was nothing to report this month; however, it was noted that the Spring Assembly was held from June 2nd to 4th in Red Deer. Three trustees and the Associate Superintendent of Business and Finance attended and found the assembly informative.  Chair Mywaart noted that the Public School Board Association school council meeting is to be held on August 11th & 12th in Edmonton. The information has been sent out to Trustees.
23972	8.0 Information Reports 8.2 Alberta School Boards Association Update	It was noted that the Alberta School Board Association position statements as well as how this Board had voted on those position statements were sent out to all the Trustees.  The Canadian School Board conference will be happening in Saskatchewan on July 6th - 8th and next year it will also be held in Banff.
23973	8.0 Information Reports 8.3 Trustee Engagement Report for the previous month	Chair Mywaart shared the list of events Trustees attend outside of Board Meetings for the month of June. It was an especially busy month for Trustees.  No questions.

23974	8.0 Information Reports 8.4 Superintendent of Schools	Superintendent Nutter shared her information report with the Board. Report accepted by trustees with questions asked and answered
23975	8.0 Information Reports 8.4.1 Director of Education_C. Shelley	Superintendent Nutter shared the report from the Director of Education C. Shelley. Report accepted by trustees with questions asked and answered
23976	8.0 Information Reports 8.4.2 Director of Education_S.Barr	Superintendent Nutter shared the Director of Education S. Barr report. Report accepted by trustees with no questions. No questions.
23977	8.0 Information Reports 8.4.3 Director of Human Resources & Education	Superintendent Nutter shared the Director of Human Resources & Education report. Report accepted by Trustees, with questions asked and answered. .
23978	8.0 Information Reports 8.4.4 Associate Superintendent of Business & Finance	Superintendent of Business and Finance Kallal shared his report. Report accepted by Trustees with questions asked and answered.
23979	14.0 Business Arising from Presentations and Delegations OR Previous Meetings	There was none.
23980	15.0 Other Business	No other business.
23981	16.0 Future Agenda Items	
	Comment	The Board expressed their thanks to the Tech staff and Recording Secretary. The Board also thanked Superintendent Nutter for the amazing work she has done since starting her new role on April 1st. Staff were also thanked for their resiliency and for a job well done. The Board also wished everyone well, safe travels and enjoy their much-needed break.
23982	Adjournment	There being no further business, MOTION by Trustee Spargo <b>THAT the Regular Board of Trustee Meeting of June 22, 2022, be adjourned.</b>  Chair Mywaart read the motion. <b>Carried at 9:23 p.m.</b>

Board Chair:   
[Linda J. Mywaart \(Oct 7, 2022 08:01 MDT\)](#)

Date: Oct 7, 2022

Secretary-Treasurer:   
[Allan Kallal \(Oct 6, 2022 09:51 MDT\)](#)

Date: Oct 6, 2022










# \_2022-06-22 MINUTES Board of Trustees Meeting\_DRAFT

Final Audit Report

2022-10-07

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