

MINUTES



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BOARD OF TRUSTEES MEETING

Date: Wednesday, May 24, 2023

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:

Jason Schulz

	ITEM	DISCUSSION
24287	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:20 p.m.
	O Canada	Board Chair L. Mywaart invited those in attendance to stand for the playing of the National Anthem.
24288	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, Dënësulīnē, 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.
24289	3.1 Agenda	Agenda was accepted as presented.
24290	3.2 Approve Agenda	Motion by Trustee Lambert THAT the Board of Trustees approves the Agenda as presented. Chair Mywaart read the question. Carried 2:24 p.m.


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24290	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.
24291	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of April 19, 2023. MOTION by Trustee Setter THAT the Board of Trustees adopt the minutes as presented. Board Chair L. Mywaart read the Motion. Carried at 2:25 p.m.
24292	6.0 Closed Session	Motion by Trustee Adams THAT the Board of Trustees moves to the Closed Session of the meeting. Board Chair L. Mywaart read the Motion. Carried: 2:25 p.m.
24293	Comment	Trustee Spargo entered the Board room at 2:27 p.m.
24294	Reconvene Regular Board Meeting	MOTION by Trustee Adams THAT the Board of Trustees come out of the closed session and reconvene the regular board meeting. Board Chair Mywaart read the Motion. Carried 3:02 p.m.
24295	7.0 Action Items 7.1 Board Work Plan	Chair Mywaart reviewed the Board Work Plan and noted that the Board & Superintendent evaluation has commenced and will be completed in June. TASK: Recording Secretary to update the website - spelling mistake noted in May.
24296	7.0 Action Items 7.2 Board Policy 1	As a part of their regular policy review, the Board looked at Policy 1 and discussed some revisions. There were some language edits, some statements reworded and some statements removed. The older logo and the brand guideline document will also be referenced and discussed at an upcoming Board meeting. Once the proposed changes have been moved by motion and accepted, these statements will be shared with the Networks group and other shareholders. Motion by Trustee Setter THAT the Board of Trustees approves the amendments to Policy 1. Friendly amendment by Trustee Spargo and accepted by Trustee Setter. Board Chair Mywaart read the Motion. Carried: 3:14 p.m.
24297	7.0 Action Items 7.3 Audit & Finance Committee Report	Chair Mywaart shared an information report on the Audit & Finance Committee who met on May 11, 2023. The following information was shared: The third of the three financial variance reports has been completed. A letter was submitted to the Ministry requesting to carry forward reserves as the forecast is approximately \$1 million over the cap. The risk register was also reviewed, with some focus being on flood mitigation. The auditor presented the audit service plan and new auditing requirements. The Committee also reviewed four administrative procedures, specifically: AP 106 - School Based Management AP 500 - Fiscal Management AP 502 - Annual School Budgets AP 503 - Reserve Fund
24298	7.0 Action Items 7.4 Budget, Fees and Reserve Allocations for 2023-2024	Associate Superintendent Kallal shared the Budget, Fees, and Reserve Allocations for the upcoming school year with the Board. The budget is developed to support the Division's priorities outlined in the Three Year Education plan. Discussion amongst the Trustees, especially in regard to the following information: <ul style="list-style-type: none"> • Since 2018, the Division has grown by 19.49% compared to the Provincial increase of 4.87% • The number of students with significant needs has risen from 367 in the 2021/2022 school

		<p>year to 467 in the 2022/2023 school. It was also stated that by March 2023, that number had climbed to 529. A 44% increase in 19 months.</p> <p>It was also made clear that based on the Division's growth, the Weighted Moving Average (WMA) is not supporting or beneficial to the students of FMPSD. If the WMA is not removed, the Division will deplete its reserves by August 2026.</p> <p>Mr. Kallal also stated that they tried unsuccessfully to reduce class sizes, but with the exponential growth and significant need for some students, this was just not possible.</p> <p>Motion by Trustee Spargo THAT the Board of Trustees approves the Budget, Fees, and Reserve Allocations for the 2023/2024 school year.</p> <p>Chair Mywaart read the Motion. Carried: 4:04 p.m.</p>
	Comment	<p>Trustee O'Hara arrived to the meeting at 3:32 p.m.; however, did not enter the Board room due to pecuniary conflict. Trustee O'Hara entered the Board room at 4:05 p.m.</p> <p>The Board elected to take a two-minute break at 4:05 p.m.</p> <p>Back in session at 4:10 p.m.</p>
24299	7.0 Action Items 7.5 2023-2026 Education Plan	<p>Superintendent Nutter and Directors Shelley and Quigley provided an overview of the three-year Education Plan. Questions/comments were asked and answered.</p> <p>Motion by Trustee Spargo THAT the Board of Trustees approve the 2023 - 2026 School Education Plan and that this plan is to be submitted to the Minister of Education on May 31st, 2023.</p> <p>The Board thanked Superintendent Nutter and Directors Shelley & Quigley for their meaningful presentation.</p> <p>The three-year education plan will also be shown front and centre on the Division website.</p> <p>Chair Mywaart read the question. Carried: 5:06 p.m.</p>
24300	8.0 Information Reports 8.1 PSBAA (including PSBC)	<p>Trustee O'Hara stated there is nothing new but a reminder of the upcoming Spring General Assembly from June 1-3, 2023. Trustees Spargo, Mywaart & O'Hara will all be attending.</p>
24301	8.0 Information Reports 8.2 ASBA (Including Zone 3)	<p>Trustee Spargo advised that she will be attending the Zone 3 meeting on May 26th and was looking for input from the Board in regard to the position statements.</p> <p>The Board agreed on the following:</p> <ol style="list-style-type: none"> 1) Black Gold - Provide sufficient, sustainable, and equitable funding for Dual Credit programming, including targeted funds through the use of CEU funding in addition to existing start-up grants. 2) Edmonton Public - Disaggregated Three-Year Capital Plan: New Construction & Modernization/Replacement. 3) Elk Island - Removal of Reserve Cap 4) Evergreen Catholic - Add a category in the Capital Plan for small-scale modernizations <p>Discussion around ASBA's Priority #3 "Impact all decisions related to Education" and the message it conveys to others.</p> <p>Trustee Spargo will take the wishes of the Board to the upcoming Zone 3 meeting on the Proposed Position Statements as well as engage in a discussion on Priority #3.</p>
24302	8.0 Information Report 8.3 Trustee Engagement Report	<p>Chair Mywaart reviewed this month's Trustee Engagement report with all and also advised the Board that the Network's list of questions was sent to all candidates and provided an update on the Election Candidate forum that she and Superintendent Nutter attended.</p>
24303	Break	<p>Board had a quick break from 5:27 p.m. to 5:30 p.m. Back in session at 5:30 p.m.</p>

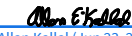
24304	8.0 Information Reports 8.4 Superintendent Report	<p>Superintendent Nutter shared her report with the Trustees and advised that the new DEI posters have gone out to high schools and have been well received. There will be a contest going out for posters to report racism. Superintendent Nutter is still reflecting on what this will look like.</p> <p>Superintendent Nutter advised that on this date the Division received funding for a 0.2 position in Careers from the Province. This position is for an "Off-Campus Coordinator" and will work with students in the RAPP program and work placements.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24305	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.</p>
24306	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	<p>Superintendent Nutter shared the report from the Director of Teaching & Learning.</p> <p>Report accepted by Trustees with questions asked & answered.</p>
24307	8.0 Information Reports 8.4.3 Assistant Superintendent of Human Resources & Administration	<p>Assistant Superintendent Mitsopoulous shared her report with the Board and stated that the announcements would be going out later this week to advise of the new vice principals within the Division.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24308	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, and the Human Resources department were congratulated on the Employee Recognition ceremony.</p>
24309	8.0 Information Reports 8.4.5 Associate Superintendent of Business & Finance	<p>Associate Superintendent Kallal shared his report. Report accepted by Trustees.</p>
24310	9.0 Information & Correspondence	<p>The following correspondence was discussed:</p> <ul style="list-style-type: none"> • A letter from the Education Minister received on April 26th, 2023 regarding Collegiate Schools was discussed. • An email from ASBA regarding Career Education Task Force recommendations • An email to the Education Minister regarding Westwood High School modernization.
24311	10.0 Request for Information	<p>There was none.</p>
24312	Recess	<p>Motion by Trustee Spargo THAT the Board of Trustees recess and reconvene the Board meeting at 6:30 p.m.</p> <p>Chair Mywaart read the Motion. Carried 5:51 p.m.</p>
24313	Reconvene Board of Trustee Meeting	<p>The Board of Trustee meeting reconvened at 6:32 p.m.</p>
	Safety Moment	<p>Assistant Superintendent Mitsopoulos provided the safety moment for those in attendance.</p>
24314	12:0 Spotlight on Students 12.1 Frank Spragins High	<p>Grade 11 students Chance Meeres and Katie Collins earned the spotlight at Frank Spragins' recent board presentation.</p> <p>Their exemplary engagement within the school's clubs and programs was commended by the staff. They are highly active in school activities, taking part in clubs, initiatives, and external extracurricular ventures representing their school. With their exceptional dedication and commitment.</p> <p>Chance and Katie are the epitome of student leaders and role models at Frank Spragins High School.</p>

24315	12.0 Spotlight on Students 12.2 Westview Public	Westview Public School spotlighted the exciting Full Circle Mentorship Program. Developed in collaboration with Big Brothers Big Sisters of Wood Buffalo, it connects students with Indigenous Culture through various activities and workshops. Led by Ms. Rosetta, students meet after school to learn about crafts, storytelling, and sacred teachings, among other things. The program offers diverse activities, such as bannock making, fish scale art, dance classes, and more. Additionally, it features Elder-led sessions aimed at promoting cultural awareness.
24316	13.0 Division Showcase 13.1 TAFI Winner	This month's TAFI winner was Mr. Geoff Bishop from Fort McMurray Christian School. LINK
24317	13.0 Division Showcase 13.2 McEwen Family Teacher Recognition Award	<p>Ms. Said El Mejdani was this year's recipient of the prestigious McEwen Family Teacher Recognition Award. This award was established in 2010 by Dr. James (Jim) McEwen and his family. Dr. McEwen is an accomplished biomedical engineer who received his Bachelor of Applied Science in Electrical Engineering from UBC in 1971, followed by his Ph.D. in 1975. He and his family are strong supporters of Applied Science and the teachers across Canada.</p> <p>Mr. El Mejdani was chosen to receive this award as he exemplifies the values of the McEwen Family by investing his time and energy into ensuring his students succeed, not just academically but personally and his students are celebrated for their work.</p> <p>Along with this recognition, the award will include the following:</p> <ul style="list-style-type: none"> • \$2K for Mr. El Mejdani's use towards his own professional development; • \$5K to be used for school enrichment activities; • \$1K will be awarded to the student nominator; • \$5K entrance scholarship will be awarded to a Westwood Community High School student of Mr. Said's choosing to attend UBC. <p>Congratulations, Mr. El Mejdani! LINK</p>
24318	13.0 Division Showcase 13.3 Honouring Spirit - Indigenous Spirit Award	<p>Congratulations to Timberlea Public School Grade 2 student Ava Pruden for being recognized and awarded the Honouring Spirit: Indigenous Student Award at the Indigenous Student Awards ceremony at Government House in Edmonton.</p> <p>Alberta School Boards Association's (ASBA) 2022 Honouring Spirit: Indigenous Student Awards were held today to recognize 12 exceptional Alberta students. These awards celebrate exceptional First Nations, Métis and Inuit students nominated by members of their education communities based on their exemplary leadership, courage, and commitment to their cultures and educational paths.</p> <p>Congratulations, Ava! LINK</p>
24319	13.0 Division Showcase 13.4 Westwood - Italy 2023 Presentation	<p>Westwood High School's presentation tonight was about the travel club's recent trip to Italy. Students were lucky to experience authentic Italian food, visit historical areas and take pictures during a fantastic opportunity to experience culture overseas!</p> <p>The Board greatly enjoyed hearing about their travels and experiences in Italy. LINK</p>
24320	Motion to Recess	<p>Motion by Trustee Setter that the Board take a ten-minute recess so that pictures could be taken with this month's Division showcase winners.</p> <p>Chair Mywaart called the question. Carried 7:12 p.m.</p>
24321	Resume Regular Board Meeting	Back in session at 7:25 p.m.
24322	14.0 Business Arising From Presentations & Delegations or Previous Meetings	There was none.
24323	15.0 Other Business	There was none.

24324	16.0 Future Agenda Items	Fratt Meeting Schedule & Trustee School Visits
24325	Adjournment	<p>There being no further business, MOTION by Trustee Spargo THAT the Regular Board of Trustee Meeting of May 24, 2023, be adjourned.</p> <p>Chair Mywaart read the motion. Carried at 7:27 p.m.</p>

Board Chair: 
[Liqda Mywaart \(Jun 22, 2023 14:48 MDT\)](#)

Date: Jun 22, 2023

Secretary-Treasurer: 
[Allan Kallal \(Jun 23, 2023 12:56 MDT\)](#)

Date: Jun 23, 2023









2023.05.24_MINUTES Board of Trustees Meeting

Final Audit Report

2023-06-23

Created:	2023-06-22
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