

## BOARD OF TRUSTEES MEETING

**Date & Time:** Wednesday, March 26, 2025  
@ 2:00 p.m.

**Location:** In Person & Google Meet

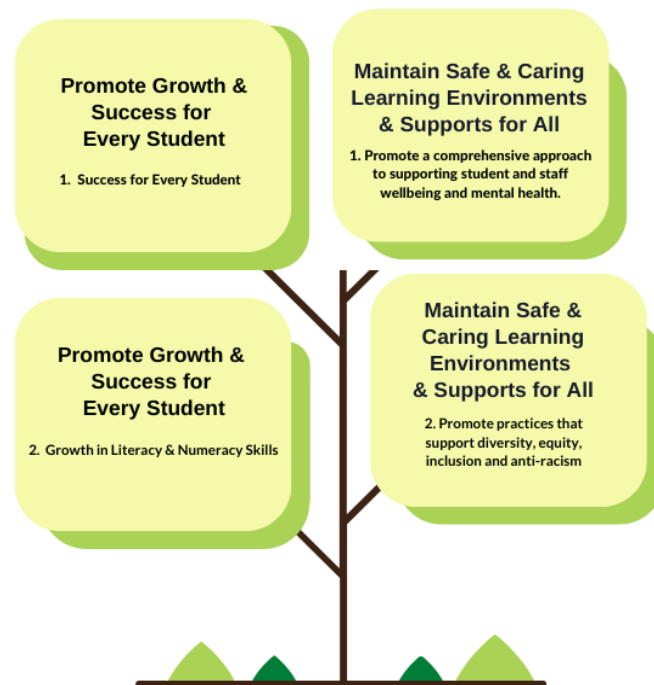
**Facilitator:** Linda Mywaart, Board Chair

**In Attendance:** Board Chair: Linda Mywaart  
Vice Chair: Lorna Spargo  
Trustee: Malcolm Setter  
Trustee: Jason Schulz  
Trustee: Angela Adams  
Trustee: Tim O'Hara (virtual)

**Superintendent of Schools:** Annalee Nutter  
**Associate Superintendent:** Allan Kallal  
**Assistant Superintendent:** Merrie-Rae Mitsopoulos

**Regrets:** Trustee: Jonathan Lambert

**Recording Secretary:** Traci Towe



	ITEM	DISCUSSION
25029	1.0 Call to Order	Chair Mywaart called the meeting to order @ 2:06 p.m.
25030	2.0 Acknowledgment of Treaty 8 Lands & Territory	Chair Mywaart provided the Land Acknowledgement.
25031	3.0 Agenda	The agenda was presented with no changes.
25032	3.2 Approve Agenda	Motion by Vice Chair Spargo <b>THAT the Board of Trustees approves the Agenda as presented.</b>  Chair Mywaart read the Motion. <b>Carried 2:10 p.m.</b>

  
Linda Mywaart

  
Allan Kallal

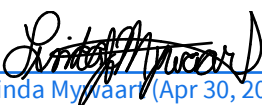
25033	4.0 Declaration of Conflict	Board Chair Mywaart reminded Trustees of their responsibility to make a declaration should any agenda item pose a pecuniary conflict and remove themselves from the meeting for those items.
25034	5.0 Minutes 5.1 Approval of Board Meeting Minutes	The Board reviewed the Board of Trustees meeting minutes of February 19, 2025.  MOTION by Trustee Schulz <b>THAT the Board of Trustees adopt the minutes with one correction</b>  Board Chair L. Mywaart read the Motion. <b>Carried at 2:11 p.m.</b>
25035	5.0 Minutes 5.2 Approval of Special Board Meeting Minutes	The Board reviewed the Board of Trustees meeting minutes of March 17, 2025.  MOTION by Trustee Setter <b>THAT the Board of Trustees adopt the Special Board meeting minutes with one correction</b>  Board Chair L. Mywaart read the Motion. <b>Carried at 2:13 p.m.</b>
25036	6.0 Closed Session	Motion by Trustee Adams <b>THAT the Board of Trustees go into a Closed Session.</b>  Chair Mywaart read the question. <b>Carried: 2:13</b>
25037	Executive Session	Staff left the board room at 3:41 p.m. due to an executive session.
25038	Reconvene Regular Board Meeting	Motion by Vice Chair Spargo <b>THAT the Board of Trustees come out of the Closed Session take a quick break, and then reconvene the Regular Board meeting at 4:10 p.m.</b>  Chair Mywaart read the question. <b>Carried 4:00 p.m.</b>
25039	Addition to Agenda	Motion by Trustee Adams to add Item 7.6 to the regular agenda - Ad Hoc Committee.  Chair Mywaart read the question. <b>Carried 4:10 p.m.</b>
25040	7.0 Action Items 7.1 Board Work Plan	Chair Mywaart reviewed the March <a href="#">Board Work Plan</a> .
	Pecuniary Conflict	Due to Trustee O'Hara declaring a pecuniary conflict items 7.2, 7.3, & 7.4, he virtually left the Board room at 4:12 p.m.
25041	7.0 Action Items 7.2 Review Financial Update (2 of 3)	<p><b>1. Audit and Finance Minutes:</b></p> <ul style="list-style-type: none"> <li>The audit and finance minutes were presented and made available on the drive for review. No further reading or review was conducted as members had already reviewed the documents.</li> <li>One question was raised regarding the risk register and the inclusion of potential threats from aggressive individuals. It was noted that updates are ongoing, with formatting and legal reviews in progress.</li> </ul> <p><b>2. Budget Update:</b></p> <ul style="list-style-type: none"> <li>Positive news was shared regarding the budget, with the division now projecting a deficit of \$3–4 million rather than the previously expected \$6.5 million.</li> <li>Updated funding profiles and individual grant sheets were received, but the funding manual is still pending. Changes to the weighted moving average were noted (from a three-year to a two-year calculation).</li> <li>Funding adjustments were discussed, including increased operations and maintenance funding (+\$800,000) and administrative governance funding (+\$300,000), primarily due to increased student enrollment.</li> </ul> <p><b>3. Funding and Staffing Concerns:</b></p>

		<ul style="list-style-type: none"> <li>Changes to busing distance requirements were noted, with implementation planned for September 2026.</li> <li>There was a discussion about potential government grant adjustments due to staff not being in schools during the recent strike. No conclusive information was available at the time.</li> <li>A discrepancy between reported staff numbers and budget figures was identified and will be corrected. Differences were attributed to the distinction between full-time equivalents (FTEs) and total bodies, including casual staff.</li> </ul> <p><a href="#">Motion</a> by Trustee Setter <b>That the Board of Trustees received the Audit &amp; Finance Committee Report as information.</b></p> <p>Chair Mywaart read the question. <b>Carried 4:29 p.m.</b></p>
25042	7.0 Action Items 7.3 Review and Approve the Capital & Facilities Plan	<p>Associate Superintendent Kallal reviewed the <a href="#">2025 Master Facility and Capital Plan</a> with the Board and advised this is updated annually. Following the Ministry's guidance, the plan now excludes projects already in progress, such as Westwood and Dickensfield as these projects are now part of the government's accelerator program.</p> <p><b>Enrollment and Facility Condition:</b></p> <ul style="list-style-type: none"> <li>Updated data on enrollment trends and facility conditions was presented.</li> <li>Concerns were raised about the potential impacts of federal policy changes on Keyano College's foreign students, which may affect Dr. Clark School's utilization.</li> <li>Senior Leadership is recommending an addition to Dr. Clark School and the modernization of Greely Road School based on enrollment, facility age, and deferred maintenance.</li> </ul> <p><a href="#">Motion</a> by Trustee Setter <b>THAT the Board of Trustees approve the 2025 Master Facility and Capital Plan as presented.</b></p> <p>Chair Mywaart read the question. Motion <b>Carried: 4:49 p.m.</b></p>
25043	7.0 Action Items 7.4 Review & Approve the 2025-2026 Division Calendar	<p>Assistant Superintendent shared two versions of the <a href="#">2025-2026 academic calendar</a> for the Board to consider.</p> <p>Version one was previously shared with the community and aligned with the Catholic school division. Version two has a minor adjustment: the end date for students moved from June 25 to June 24, and for staff from June 26 to June 25.</p> <p>Version two calendar still aligns with feedback from community groups, school councils, and the ATA.</p> <p>The alignment with the Catholic division calendar was noted as beneficial for families and staff, with connections to both systems and community feedback for the school year starting after Labour Day.</p> <p>The adjustment does not conflict with diploma exam dates.</p> <p><a href="#">Motion</a> by Vice Chair Spargo <b>THAT the Board of Trustees approves the 2025/2026 Academic Calendar as presented in Draft Version #2 (169 Instructional and 194 Operational).</b></p> <p>Chair Mywaart read the question. <b>Carried: 4:58 p.m.</b></p>
	End of Pecuniary Conflict	Trustee O'Hara virtually reentered the Board room at 4:59 p.m.
25044	7.0 Action Items 7.5 Approve Edwin Parr Teacher Recommendation.	<p>Assistant Superintendent Mitsopoulos advised the Alberta School Boards Association (ASBA) annually recognizes a new teacher who demonstrates outstanding initial teaching proficiency through the Edwin Parr Award.</p> <ul style="list-style-type: none"> <li>Nominees are evaluated on knowledge of student learning styles, instructional methodologies, student assessment, interpersonal skills, professional development, extracurricular involvement, and community activities.</li> </ul>

		<ul style="list-style-type: none"> <li>Each school board nominates one candidate, who is then considered within ASBA Zone 2/3.</li> </ul> <p><b>Nominee:</b></p> <p>The Division's 2025 ASBA Edwin Parr Award nominee is <a href="#">Bridget McSwiggan</a> from École McTavish Public High School.</p> <p>Trustees acknowledged the challenge of selecting one nominee given the high quality of applications received.</p> <p><a href="#">Motion</a> by Vice Chair Spargo <b>THAT the Board of Trustees approves the Division's nominee for the 2025 ASBA Edwin Parr Award.</b></p> <p>Chair Mywaart read the question. <b>Carried: 5:02 p.m.</b></p>
25045	7.0 Action Items 7.6 Ad Hoc Committee	<p>Trustee Adams advised that the Ad Hoc Committee was struck at the December board meeting to address a matter identified as 2024.01. The investigation has concluded. Chair Mywaart stated that as the matter falls under "Land, Labour, and Legal," it proceeds directly to a vote.</p> <p>Motion by Trustee Adams <b>THAT the Ad Hoc Committee be authorized to issue the summaries as required.</b></p> <p>Chair Mywaart read the question. <b>Carried: 5:04 p.m.</b></p>
25046	8.0 Information Reports 8.1 Public School Boards of Alberta Association (PSBAA) and Public School Boards Council (PSBC)	<p>Chair Mywaart advised there has not been a meeting since February. On March 20th, a Google document containing three questions for the Public School Board Council (PSBC) meeting to be held on April 10th &amp; 11th was shared.</p> <p>Trustees are encouraged to provide input via the document to support Trustee Setter, who will represent the Board at the meeting due to a scheduling conflict for Chair Mywaart.</p>
25047	8.0 Information Reports 8.2 Alberta School Board Association (ASBA)	<p>Vice Chair Spargo advised the ASBA Zone 2/3 meeting took place on March 14th, and the next meeting is scheduled for April 11th. Trustees are encouraged to submit questions or topics for discussion in advance. The May meeting will include a budget presentation.</p> <p>Concerns were raised about the sustainability of the nutrition program funding, which has been secured for three years but lacks long-term support. Trustees expressed concerns about dependency on the program without sustainable funding.</p> <p>The Germanic model of trade education was briefly discussed, referencing a memorandum of understanding signed between the Alberta Government and German education authorities. Trustees requested more information and consultation on how this model might be implemented locally.</p> <p>A request was made to ensure that the budget presentation video be shared with all Trustees prior to the spring general. Additionally, Trustees would like further details and debriefs on the Germanic model and its implications for local education initiatives.</p> <p>No further questions or comments were raised.</p>
25048	8.0 Information Reports 8.3 Trustee Engagement Report	<p>Chair Mywaart reviewed the Trustee Engagement Report for the period of February 20 to March 26, 2025, with the Board. Chair Mywaart advised that an advocacy column will be added to the report to increase public awareness of the Board's work.</p> <p><a href="#">LINK</a> to Trustee Engagement Report</p>
25049	8.0 Information Reports 8.4 Superintendent of Schools	<p>Superintendent Nutter shared her report. <a href="#">Report</a> accepted by Trustees.</p>
25050	8.0 Information Reports 8.4.1 Director of Inclusive Learning	<p>Superintendent Nutter shared the report from the Director of Inclusive Learning. <a href="#">Report</a> accepted by Trustees.</p>

25051	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	Superintendent Nutter shared the report from the Director of Teaching and Learning. Questions asked and answered.  <a href="#">Report</a> accepted by Trustees as presented.
25052	8.0 Information Reports 8.4.3 Assistant Superintendent of Human Resources & Administration	Assistant Superintendent Mitsopoulos shared her report with the Board. The Trustees accepted the report.  <a href="#">LINK</a> to report.
25053	8.0 Information Reports 8.4.4 Director of Human Resources & Administration	Assistant Superintendent Mitsopoulos shared the <a href="#">Director's report</a> with the Board  Report accepted by the Trustees.
25054	8.0 Information Reports 8.4.5 Associate Superintendent of Business and Finance	Associate Superintendent Kallal shared his report with the Board. <a href="#">Report</a> was accepted by the Trustees
25055	9.0 Information & Correspondence 9.1 School Food Program Agreement	Chair Mywaart advised this is an <a href="#">email</a> from the Deputy Ministry regarding the school food program and explains the federal grant allotment.
25056	9.0 Information & Correspondence 9.2 ASBA - Highlights from Budget	Chair Mywaart advised this is an <a href="#">email</a> received from ASBA regarding the upcoming provincial budget.
25057	10.0 Request for Information	There was none
25058	11.0 Question Period	There was none.
25059	12.0 Spotlight on Students 12.1 Beacon Hill Public School	Staff and students from Beacon Hill proudly presented to the Board about their thriving robotics club, highlighting their excitement for competing in FMPSD's annual Lego Robotics Competition. The club currently has 50 students from Grades 4-6 participating across seven teams, showcasing the school's strong commitment to STEM education. Many students expressed their enthusiasm and pride in being part of the Beacon Hill robotics teams. The school is determined to secure another victory this year and achieve a three-peat as Division champions.  <a href="#">LINK</a> to presentation.
25060	14.0 Business Arising from Previous Meetings	There was none
25061	15.0 Other Business	There was none.
25062	16.0 Future Agenda Items	There as none
25063	Adjournment	There being no further business, Motion by Vice Chair Spargo <b>THAT the Board of Trustees meeting of March 26, 2025, be adjourned.</b>  Chair Mywaart read the question. <b>Carried 5:41 p.m.</b>

Board Chair:

  
[Linda Mywaart \(Apr 30, 2025 17:46 MDT\)](#)

Date:

04/30/2025

Allan Kallal

05/01/2025









# 2025.03.26\_MINUTES Board of Trustee Meeting

Final Audit Report

2025-05-01

Created:	2025-04-29
By:	Traci Towe (traci.towe@fmprsd.ab.ca)
Status:	Signed
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