

BOARD OF TRUSTEES MEETING

Date & Time: Wednesday, May 21, 2025
@ 2:00 p.m.

Location: In Person & Google Meet

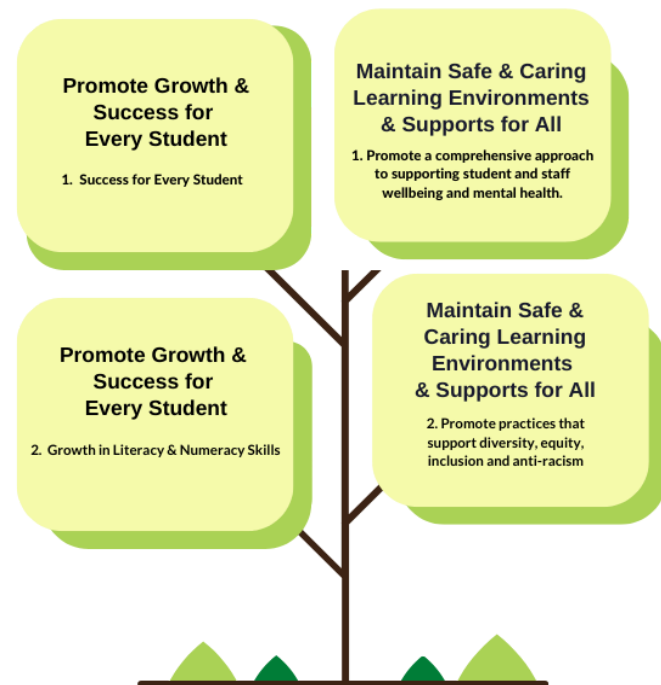
Facilitator: Linda Mywaart, Board Chair

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

Superintendent of Schools: Annalee Nutter
Associate Superintendent: Allan Kallal
Assistant Superintendent: Merrie-Rae Mitsopoulos
(accompanied by in-coming:
Scott Barr)

Regrets:

Recording Secretary: Traci Towe



	ITEM	DISCUSSION
25106	1.0 Call to Order	Chair Mywaart called the meeting to order @ 2:01 p.m.
25107	2.0 Acknowledgment of Treaty 8 Lands & Territory	Chair Mywaart provided the Land Acknowledgement.
	Comment	Trustee O'Hara & Trustee Schulz entered the Board room at 2:03 p.m. and 2:05 p.m., respectively.
25108	3.0 Agenda	The agenda was presented with no requested additions.

25109	3.2 Approve Agenda	Motion by Trustee Setter THAT the Board of Trustees approve the Agenda as presented. Chair Mywaart read the Motion. Carried 2:08 p.m.
25110	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.
25111	5.0 Minutes 5.1 Approval of Board Meeting Minutes	The Board reviewed the Board of Trustees meeting minutes of April 23, 2025. MOTION by Trustee O'Hara THAT the Board of Trustees adopt the minutes as presented. Board Chair L. Mywaart read the Motion. Carried at 2:09 p.m.
25112	6.0 Closed Session	Motion by Vice Chair Spargo THAT the Board of Trustees go into a Closed Session. Chair Mywaart read the question. Carried: 2:09
	Comment	Executive Session of the Board with Associate Superintendent Kalla in attendance as requested at 2:20 p.m. Staff reentered the Board room at 2:31 p.m.
	Pecuniary Conflict	Trustee O'Hara declared a pecuniary conflict and excused himself from the Board room at 2:58 p.m.
	End of Pecuniary Conflict	Trustee O'Hara reentered the Board room at 3:18 p.m.
	Pecuniary Conflict	Trustee O'Hara declared a pecuniary conflict and excused himself from the Board room at 4:12 p.m.
	End of Pecuniary Conflict	Trustee O'Hara reentered the Board room at 4:28 p.m.
25113	Reconvene Regular Board Meeting	Motion by Trustee Schulz THAT the Board of Trustees come out of the Closed Session, take a quick break, and then reconvene the Regular Board meeting at 4:40 p.m. Chair Mywaart read the question. Carried 4:29 p.m.
25114	Agenda Items Added	The following items were requested to be added to the May 21, 2025, agenda: 7.12 Leave of Absence 7.13 Board Orientation 7.14 Superintendent Motion by Vice Chair Spargo to have these items added to the Agenda. Chair Mywaart read the question. Carried: 4:42 p.m.
	Comment	Trustee Schulz reentered the Board room at 4:44 p.m.
25115	7.0 Action Items 7.1 Board Work Plan	Chair Mywaart reviewed the April Board Work Plan .
	Pecuniary Conflict	Trustee O'Hara declared a pecuniary conflict and excused himself from the Board room at 4:45 p.m.

25116	7.0 Action Items 7.2 Preliminary Budget Approval and Transfer of Reserves	<p>Associate Superintendent Kallal presented the preliminary budget for 2025–2026, noting it is aligned with the Division's updated Education Plan Priorities. Adjustments will be made to reflect those revised priorities.</p> <p>Key highlights of the presentation included:</p> <ul style="list-style-type: none"> • Student Growth & Funding Challenges: The Division continues to see significant growth, especially among students with severe coding, increasing from 367 to 645 over recent years — far exceeding the provincial average (growth rate of 319%). This rapid growth presents funding and resourcing challenges, particularly as funding is not always aligned with actual student needs. • Capital and Infrastructure Needs: Ecole McTavish requires 12 modular classrooms and a washroom unit to accommodate growing 7–12 enrollment. Facilities and operations continue to run a deficit due to high costs in services, materials, and tariffs. • Mental Health & Diversity: With over 60 languages spoken in the division, ongoing surveys highlight mental health supports as a critical area of need. Staffing for educational and learning supports remains insufficient relative to student needs due to budget constraints. • Enrollment Funding Inequities: Due to weighted average funding models, the division still experiences a 2.5% rate of unfunded students. The funding model disadvantages rapidly growing divisions like FMPSD. • Budget Outlook: The 2025–2026 budget projects a \$5.8 million deficit, with an additional \$500,000 in board-funded capital expenditures. Without funding changes, operating reserves will be depleted by June 2029. To balance future budgets, projected annual reductions of \$1.75 million for two years followed by further cuts will be required. • Transportation Fees: Transportation fees will decrease from \$51 to \$15 per month due to improved provincial funding. However, trustees emphasized the importance of clear communication to families that this rate is contingent on continued government support and may be subject to change again in future years. • Revenue & Expenditures: 96% of the division's revenue comes from the Government of Alberta, with most of the remaining 4% from school fees and other minor sources. Targeted funding (48%) must be used as designated and cannot be reallocated. Instruction accounts for 78% of expenditures. • Staffing and Efficiency: Division departments have made minimal staffing increases, focusing growth on school-based staff to support student needs. <p>Additional trustee questions addressed the potential clawback of unspent funds due to strike action and the sustainability of transportation fee reductions. The administration confirmed a report was submitted to the Ministry and emphasized that future fees depend on continued government funding and policy decisions.</p> <p>Motion by Trustee Lambert THAT the Board of Trustees approve the amended Budget, Reserve Allocations and Bus Fees for the 2025-2026 school year.</p> <p>Chair Mywaart read the question. Carried: 5:12 p.m.</p>
25117	7.0 Action Items 7.3 Review & Approve Two Years Out Calendar for start, end and major holidays (2026-2027)	<p>Assistant Superintendent Mitsopoulos presented the draft 2026–2027 school year calendar, outlining start, end and major breaks for board approval. It has been shared with various school community members, including division leaders, ATA local executives, CUPE local executives, SAGE, Aspiring Leaders and parent networks, all of whom provided input.</p> <p>A key point in the draft is the decision to leave the entire month of June blank.. This is due to Alberta Education's diploma exam schedule still being in draft form. The various school community members supported keeping this flexible until official exam dates are confirmed. The final calendar, including June dates, is expected to be confirmed by March 2026, giving families and staff at least 15 months' notice.</p> <p>Trustees expressed appreciation for the broad consultation and the practical approach to handling the uncertainty.</p> <p>Motion by Trustee Adams THAT the Board of Trustees approves the 2026/2027 Major Breaks</p>

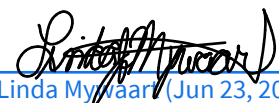
		<p>Calendar as presented.</p> <p>Chair Mywaart read the question. Carried: 5:18 p.m.</p>
	End of Pecuniary Conflict	Trustee O'Hara reentered the Board room at 5:19 p.m.
25118	7.0 Action Items 7.4 Conduct Superintendent of Schools Evaluation	Chair Mywaart advised that the Superintendent's evaluation is in progress and will be completed in June.
25119	7.0 Action Items 7.5 Conduct Board Evaluation	Chair Mywaart advised that the Board's evaluation is also in progress and will be completed in June.
25120	7.0 Action Items 7.6 Review Spring General Meeting Proposed Motions for ASBA and PSBAA Spring General	Chair Mywaart advised that Trustees have reviewed the proposed motions amongst themselves and advised that she, along with Vice Chair Spargo and Superintendent Nutter will be attending the ASBA Spring General from June 1-3, and she and Vice Chair Spargo, and Trustee O'Hara will be attending the PSBAA Spring General from June 3 - 5, 2025.
25121	7.0 Action Items 7.7 Review School Education Plans	Chair Mywaart advised that the Board received the school education plan presentations on the mornings of May 13th and 14th.
25122	7.0 Action Items 7.8 Approve Annual Division Education Plan & Submit to Alberta Education	<p>Superintendent Nutter presented the draft 2025–2028 Division Education Plan, which aligns with the board's foundational statements and priorities. The plan is developed through a continuous improvement cycle that includes analyzing results, consulting with schools, gathering community input, and providing targeted support.</p> <p>Key steps in the planning cycle include:</p> <ul style="list-style-type: none"> • November: Schools and the Division receive and analyze results. • January: Data meetings are held to determine if school plans need to be adjusted. A ThoughtExchange is also conducted to gather community input on budget priorities (January or February). • March: Follow-up with schools on progress and provide additional supports. <p>Updated Priorities for the Division:</p> <ol style="list-style-type: none"> 1. Success for All Students – Now includes all students, rather than separating First Nations, Inuit (FNI) learners, recognizing all students require support for success. 2. Safe and Caring Learning Environments – Two goals: <ul style="list-style-type: none"> ○ Supporting mental health, belonging, and positive relationships. ○ Ensuring schools are equipped to meet students' academic and emotional needs. <p>Nutter emphasized the increase in mental health challenges and behavioral dysregulation across the school community—students, staff, and families. These are straining school and Division supports, especially counselors and educational assistants. The Division urges continued board advocacy for increased funding to address these growing needs.</p> <p>The plan will be actively monitored and adjusted throughout the school year to ensure its effectiveness.</p> <p>Motion by Trustee Schulz THAT the Board of Trustees approve the amended 2025-2028 School Education Plan and that this plan is to be submitted to the Minister of Education on May 31st, 2025.</p>

		Chair Mywaart read the question. Carried 5:30 p.m.
25123	7.0 Action Items 7.9 Approve Yearly Advocacy Plan	Chair Mywaart advised that the Advocacy Committee is currently working on this, and it will be submitted to the Board for review at the June Board meeting.
25124	7.0 Action Items 7.10 Select Visual Art Award Recipient	Chair Mywaart advised that the judging of this competition will take place on May 22nd and the recipient will be recognized at the June Board meeting.
25125	7.0 Action Items 7.11 Approval of Locally Acquired Courses	<p>The Board reviewed the annual list of locally developed high school courses set to expire. These courses must be renewed periodically to remain available. The approved list will be submitted to Alberta Education to ensure students continue to have access to a diverse range of course options that meet their needs and interests.</p> <p>Motion by Vice Chair Spargo 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 2025-2026 school year. The material and resources for each course will be as per each course outline.</p> <p>Chair Mywaart read the question. Carried 5:35 p.m.</p>
25126	7.0 Action Items 7.12 Leave of Absence	<p>Motion by Trustee O'Hara THAT the Board of Trustees approve the request for a leave of absence by Trustee Jonathan Lambert from June 1st, 2025, through June 30th, 2025.</p> <p>Chair Mywaart read the question. Carried: 5:37 p.m.</p> <p>Note: Trustee Lambert abstained from voting on the motion regarding his leave of absence.</p>
25127	7.0 Action Items 7.13 Board Orientation	<p>Motion by Trustee Setter THAT the Board of Trustees approve the hiring of their chosen consultant to conduct a new Board orientation session on November 3, 2025.</p> <p>Chair Mywaart read the question. Carried 5:38 p.m.</p>
25128	7.0 Action Items 7.14 Superintendent	<p>Motion by Trustee Lambert THAT the Board of Trustees authorize the Chair and Vice Chair to negotiate an amendment to the Superintendent's contract as discussed by the Board.</p> <p>Chair Mywaart called the question. Carried 5:40 p.m.</p>
	Comment	Trustee Adams excused herself (virtually) from the Board room at 5:40 p.m. due to a prior commitment.
25129	8.0 Information Reports 8.1 Public School Boards of Alberta Association (PSBAA) and Public School Boards Council (PSBC)	Chair Mywaart advised that she had nothing to report for this month.
25130	8.0 Information Reports 8.2 Alberta School Board Association (ASBA)	<p>Vice Chair Spargo advised that there will be an information session at 1:00 p.m. on Friday, May 23rd, regarding board resilience and relationships via Zoom.</p> <p>Details were shared with the Board via email.</p>
25131	8.0 Information Reports 8.3 Trustee Engagement Report	<p>Chair Mywaart reviewed the Trustee Engagement & Advocacy Report for the period of April 24- May 21, 2025, with the Board.</p> <p>LINK to Trustee Engagement Report</p>
25132	8.0 Information Reports 8.4 Superintendent of Schools	Superintendent Nutter shared her report. Report accepted with one question by Trustees.

25133	8.0 Information Reports 8.4.1 Director of Inclusive Learning	Superintendent Nutter shared the report from the Director of Inclusive Learning. Report accepted by Trustees. The Board requested that Director Shelley-Lewis share information about CASA with Zones 2/3 via Vice Chair Spargo. TASK: Director Shelley-Lewis to share information regarding CASA with the Board.
25134	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	Superintendent Nutter shared the report from the Director of Teaching and Learning. Report accepted by Trustees as presented.
25135	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. LINK to report.
25136	8.0 Information Reports 8.4.4 Director of Human Resources & Administration	Assistant Superintendent Mitsopoulos shared the Director's report with the Board Report accepted by the Trustees.
25137	8.0 Information Reports 8.4.5 Associate Superintendent of Business and Finance	Associate Superintendent Kallal shared his report with the Board. Report was accepted by the Trustees
25138	9.0 Information & Correspondence 9.1 Letter from Alberta Education	A letter was received from Alberta Education on April 15th advising of the capital plan approval of the modernization of École Dickinsfield. You can read the letter HERE .
25139	9.0 Information & Correspondence 9.2 Email from ASBA	An email was received from Alberta School Board Association (ASBA) advising the Alberta government is investing more than \$4.55 million in dual credit grants to the school divisions across the province for the 2025-2026 school year. You can read the email HERE .
25140	Motion to Recess	Motion by Trustee O'Hara That the Board take a recess and reconvene the meeting at 6:30 p.m. Chair Mywaart read the question. Carried 6:00 p.m.
25141	Reconvene Regular Board Meeting	The Regular Board meeting resumed with the Division Showcase at 6:32 p.m.
25142	10.0 Request for Information	There was none
25143	11.0 Question Period	There was none.
25144	12.0 Spotlight on Students 12.1 Westwood Community High School	The Board of Trustees received a presentation from the Westwood Community High School Black Student Union (BSU), outlining their ongoing initiatives and positive impact within the school community. In recognition of Black History Month, the BSU has organized a variety of events, including cultural showcases, educational workshops, and speaker panels. These activities are designed to celebrate Black excellence and heritage, while fostering community engagement, learning, and appreciation for the historical and contemporary contributions of Black individuals.
25145	12.0 Spotlight on Students 12.2 Walter & Gladys Hill	Students from Walter & Gladys Hill School presented to the Board of Trustees, highlighting the school's commitment to inclusive education and supportive learning environments. The presentation showcased key initiatives such as the Gay-Straight Alliance, the MCA's ELLA program for English as an Additional Language (EAL) students, and the essential role of classroom Educational Assistants. These programs reflect the school's dedication to ensuring all students feel welcomed, supported, and valued.
25146	13.0 Division Showcase 13.1 École McTavish International Travel	During Spring Break, École McTavish High School's Travel Club embarked on an educational and culturally enriching trip to Peru. Students explored stunning landscapes, engaged in meaningful cultural experiences, and returned with lasting memories from their international adventure.
25147	13.0 Division Showcase 13.2 FMPSD Spelling Bee Winners	FMPSD Spelling Bee Winners Congratulations to our outstanding MPSPD Spelling Bee champions! The first-place winners will advance to the National Spelling Bee in Toronto.

		<p>Primary Division</p> <ul style="list-style-type: none"> • 1st Place: Seth Sofoluwe – Fort McMurray Christian School <p>Junior Division</p> <ul style="list-style-type: none"> • 1st Place: Ayan Ahmed – Fort McMurray Islamic School • 2nd Place: Eesa Khan – Dave McNeilly Public School <p>Intermediate Division</p> <ul style="list-style-type: none"> • 1st Place: Rayan Ahmed – Fort McMurray Islamic School • 2nd Place: Hiba Ali – Fort McMurray Islamic School • 3rd Place: Ghazanfar Afridi – Fort McMurray Islamic School <p>We are proud of all participants for their hard work and dedication! LINK</p>
25148	13.0 Division Showcase 13.3 NCWIT Aspirations in Computing Award	<p>National Center for Women & Information Technology (NCWIT) Aspirations in Computing Award – Sarah Khandoker</p> <p>Congratulations to Sarah Khandoker, a Grade 12 student at Westwood Community High School, on receiving the prestigious NCWIT Aspirations in Computing Award. This national recognition celebrates her exceptional accomplishments and demonstrated passion for the field of computing. LINK</p>
25149	13.0 Division Showcase 13.4 Aloha Math Competition	<p>Aloha Math Competition – Student Achievements</p> <p>Congratulations to the outstanding winners of the Aloha Math Competition held in Spain. Ali Ahmied of Fort McMurray Islamic School was named Grand Champion. Recognition is also extended to 1st Runners-Up Faiza Mehmood (Fort McMurray Islamic School) and Shreyoshi Bairagi (Westwood Community High School) for their excellent performances.</p>
25150	13.0 Division Showcase 23.5 Westwood Travel	<p>The Westwood Travel Club recently completed a successful trip through Austria, Germany, and Switzerland. During the excursion, students had the opportunity to explore historic landmarks, enjoy scenic alpine landscapes, and immerse themselves in the diverse cultures of the region. The experience provided valuable educational and cultural enrichment, creating lasting memories for all participants.</p>
25151	Motion to Recess	<p>Motion by Vice Chair Spargo THAT the Board take a brief recess while guests leave the Board room.</p> <p>Chair Mywaart read the question. Carried 7:26 p.m.</p>
25152	14.0 Business Arising from Presentations & Delegations at Previous Meetings.	<p>There was none</p>
25153	15.0 Other Business	<p>There was none.</p>
25154	16.0 Future Agenda Items	<p>There was none</p>
25155	Adjournment	<p>There being no further business, Motion by Vice Chair Spargo THAT the Board of Trustees meeting of May 21, 2025, be adjourned.</p> <p>Chair Mywaart read the question. Carried 7:42 p.m.</p>

Board Chair:


Linda Mywaart (Jun 23, 2025 14:18 MDT)

Date: 06/23/2025

Secretary-Treasurer: *Allan Kallal*

Date: 06/23/2025









2025.05.21_MINUTES Board of Trustee Meeting

Final Audit Report

2025-06-23

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