

# 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, September 27, 2023

**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  
Jonathan Lambert  
Malcolm Setter  
Lorna Spargo  
Tim O'Hara  
Jason Schulz  
Angela Adams  
Jason Schulz

Superintendent of Schools:

Associate Superintendent, *Business & Finance*:

Assistant Superintendent, *HR & Administration*:

Annalee Nutter

Allan Kallal

Merrie-Rae Mitsopoulos

Recording Secretary:

Traci Towe

Regrets:

	ITEM	DISCUSSION
24379	1.0 Call to Order	Board Chair L. Mywaart called the meeting to order at 2:01 p.m.
	O Canada	Board Chair L. Mywaart invited those in attendance to stand for the playing of the National Anthem.
24380	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.
	Comment	Trustee Setter entered the Boardroom at 2:03 p.m.
	Safety Moment	Assistant Superintendent Mitsopoulos provided the safety moment for those in attendance.
24381	3.1 Agenda	One amendment to the agenda:

  
LM

  
AK

		7.5 from Board Policy Handbook to Board Policy Advisory Committee Recommendations.  Two additions to the agenda: 7.6 - Student Advisory Committee 7.7 - Advocacy Committee
24382	3.2 Approve Agenda	Motion by Trustee Spargo <b>THAT the Board of Trustees approves the Agenda with two additions and one amendment.</b>  Chair Mywaart read the question. <b>Carried 2:10 p.m.</b>
24383	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.
24384	5.0 Minutes 5.1 Approval of Regular Board Meeting Minutes	The Board reviewed the Regular Board of Trustees meeting minutes of June 21, 2023.  MOTION by Trustee Schulz <b>THAT the Board of Trustees adopt the minutes with a few minor corrections.</b>  Board Chair L. Mywaart read the Motion. <b>Carried at 2:15 p.m.</b>
24385	5.0 Minutes 5.2 Approval of Board of Trustees Organizational Meeting Minutes	The Board reviewed the Board of Trustees Organizational meeting minutes of June 21, 2023.  Motion by Trustee O'Hara <b>THAT the Board of Trustees adopt the minutes as presented.</b>  Board Chair Mywaart read the Motion. <b>Carried at 2:15 p.m.</b>
24386	6.0 Closed Session	Motion by Trustee Spargo <b>THAT the Board of Trustees moves to the Closed Session of the meeting.</b>  Board Chair L. Mywaart read the Motion. <b>Carried: 2:16 p.m.</b>
24387	Reconvene Regular Board Meeting	MOTION by Trustee Schulz <b>THAT the Board of Trustees come out of the closed session with a short recess and reconvene the regular board meeting at 3:20 p.m.</b>  Board Chair Mywaart read the Motion. <b>Carried 3:12 p.m.</b>
24388	7.0 Action Items 7.1 Board Work Plan	Chair Mywaart reviewed the Board Work Plan. Standing Action Item on the Agenda. The following items below reflect the Board Work Plan for the month of September.
24389	7.0 Action Items 7.1.1 Review Staffing Report	Assistant Superintendent Mitsopoulous provided the following information to the Board: <ul style="list-style-type: none"> <li>• 57 probationary teachers hired for this school year. Some of those students were from the University of Alberta and most of them were elementary teachers. HR is still trying to hire secondary teachers.</li> <li>• 6 new Vice Principals and 1 new Principal. Evaluations on all will be completed this year.</li> <li>• There are a few postings that have not been filled = 1 elementary position, three junior high positions, DEI teacher and Indigenous teachers.</li> <li>• There will be some maternity leaves that will need to be filled throughout the year as well as those on medical leaves (more than 20 days).</li> <li>• On the CUPE side, several positions were created to support students. All of those positions have been filled.</li> </ul>
24390	7.0 Action Items 7.1.2 Review Preliminary Enrollments	The preliminary enrollment is within 0.5% of the May projected budget enrollment. Enrollment year over year has increased by 526 students. Associate Superintendent Kallal reviewed his enrollment update spreadsheet with the Board. There was also a brief discussion about the weighted moving average. Questions asked and answered.
24391	7.0 Action Items 7.1.3. Review Yearly Advocacy Plan	This will be reviewed during the October Committee of the Whole Meeting.
24392	7.0 Action Items 7.1.4 Review Actions from Board Evaluation	This will be reviewed during the October Committee of the Whole Meeting.

  
L.M.

  
A.K.

24393	7.0 Action Items 7.1.5 Approve Annual Board Development Plan	This will be reviewed during the October Committee of the Whole Meeting.
24394	7.0 Action Items 7.1.6 Schedule Board/Admin Planning Session & Set Agenda	This will be reviewed during the October Committee of the Whole Meeting.
24395	7.0 Action Items 7.2 Approve Superintendent Evaluation	On June 2023, a Superintendent Evaluation was completed by the Board and their consultant. Motion by Trustee O'Hara <b>THAT the Board of Trustees approve the evaluation of the Superintendent for the 2022/2023 School Year as an accurate accounting of the Superintendent's performance for the period of September 2022 to June 2023..</b>  Chair Mywaart read the Motion. <b>Carried 3:47 p.m.</b>
24396	7.0 Action Items 7.3 Approve Board Evaluation Report	The Board worked with Consultant Chris Smeaton on June 26, 2023, to conduct a Board evaluation workshop.  Chair Mywaart stated that the board evaluation report will be presented at the October 10, 2023, Committee of the Whole Meeting. The Board is committed to remaining a high-functioning Board and will continue with its governance learning.  Motion by Trustee Setter <b>THAT the Board of Trustees approve the evaluation of the Board for the 2022/2023 School Year 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>  Chair Mywaart read the Motion. <b>Carried: 3:50 p.m.</b>
24397	7.0 Action Items 7.4 Optional School Council Orientation	Trustee Spargo spoke on behalf of the Networks Liaison Committee who wished to host an optional school council orientation meeting on the 3rd of October. Trustee Spargo advised this idea was conceived from feedback from the various school councils and that there would be no decision made and would strictly be an orientation board.  The Networks Liaison Committee wanted the Board's approval to host this orientation session and shared the agenda. The Board was in agreement to host an orientation session.
24398	7.0 Action Items 7.5 Policy Advisory Committee Recommendations	Trustee Spargo made a recommendation for a motion <b>That the Board of Trustees approve the amendments to Policy One and Policy Eight of the Board Policy Handbook.</b>  After discussion amongst the Board, it was decided that Policy 8 would return to the Policy Advisory Committee for further review.  Trustee Spargo made an amendment to her recommendation. Amended Motion by Trustee Spargo <b>That the Board of Trustees approves the amendments to Policy One of the Board Policy Handbook.</b>  Chair Mywaart read the question. <b>Carried 4:06 p.m.</b>
24399	7.0 Action Items 7.6 Student Advisory Committee Update	Chair Mywaart informed the Board that at the June Organizational meeting there remained an open position for a third Trustee on the Student Liaison Advisory Committee.. Currently, Trustees Schulz and Spargo are sitting on the committee. After call for interest to trustees, Trustee Mywaart put her name forward to sit on this committee.  <b>Motion by Trustee Spargo to amend the Board Organizational Chart to add Trustee Mywaart to the Student Liaison Advisory committee.</b>  Chair Mywaart read the question. <b>Carried 4:11 p.m.</b>
24400	7.0 Action Items 7.7 Advocacy Committee Update	The Advocacy Committee met on September 25th to discuss the yearly advocacy plan. The three areas they wished to suggest to the Board were the following: <ol style="list-style-type: none"> <li>1) Funding</li> <li>2) Locally Elected Trustees - October 2025 Election</li> <li>3) Mental Health <ul style="list-style-type: none"> <li>• Other -proposed hosting a community reception on January 18, 2024 from 6:00 to 7:30 p.m to highlight the three focuses for the year.</li> </ul> </li> </ol>

  
LM

  
AK

		<p>Motion by Trustee Setter that the Advocacy Committee focus on the funding, trustee elections 2025, and mental health as well as hosting a community reception on January 18, 2024 for their annual plan.</p> <p>Chair Mywaart read the question. <b>Carried 4:21 p.m.</b></p> <p><b>TASK: Advocacy Committee to continue their work on the community reception.</b></p>
24401	Recess	<p><b>Motion by Trustee Spargo that the Board of Trustees recess for five minutes.</b> Chair Mywaart read the question. <b>Carried 4:22 p.m.</b></p>
	Reconvene Regular Board Meeting	The Board of Trustees reconvened at 4:27 p.m.
24402	8.0 Information Reports 8.1 PSBAA (including PSBC)	<p>Trustee O'Hara gave a brief recap of the discussions held at the August 2023 PSBC meeting in Medicine Hat.</p> <p>-of note: PSBAA will continue the practice (outside of their spring meeting) of allowing members time and space to discuss items coming to the floor at the ASBA spring general meeting</p> <p>Next year's August PSBC meeting will most likely be held in Grande Prairie.</p> <p>PSBAA is requesting all School Boards to send a copy of their capital plans to them for common interests and are also asking School Boards what they would like PSBA to advocate for on their behalf.</p> <p>Chair Mywaart also advised that the PSBAA video on the Budget is still on their website and encouraged Trustees to watch the video. There will be voting on the Budget at the October meeting. Trustee O'Hara advised the Board that PSBAA is looking at increasing the membership fees by five percent as well as simplifying the fee structure.</p> <p>Trustee O'Hara also advised the Board that he is considering running for one of the Director positions within PSBAA.</p> <p><b>TASK: Associate Superintendent Kallal to send FMPSD's Capital Plan to PSBAA.</b>  <b>TASK: Associate Superintendent Kallal to provide information to the Board of Trustees at the October 10, 2023, Committee of the Whole meeting on the PSBAA budget, repurposing of funds as well as the increase in membership fees.</b>  <b>TASK: Superintendent Nutter to review Special Education Standards and Priorities and provide the information at the October 10, 2023 Committee of the Whole</b>  <b>TASK: Trustees to review the mandate letters of all Ministers and provide feedback to Trustee Mywaart (PSBC representative) to take forward to the November PSBC meeting.</b></p>
24403	8.0 Information Reports 8.2 ASBA (Including Zone %)	Trustee Spargo advised that she had sent out minutes to the Board of Trustees. The minutes were from the September 22, 2023 Zone % meeting. The next meeting will be held on October 27th, 2023.
24404	8.0 Information Report 8.3 Trustee Engagement Report	Chair Mywaart reviewed this month's Trustee Engagement report.
24405	8.0 Information Reports 8.4 Superintendent Report	<p>Superintendent Nutter shared her report with the Trustees and advised that she had received a call from the Minister of Education's office about a visit to FMPSD tentatively set for October 16th. Superintendent Nutter will advise the Board if she hears anything further.</p> <p>Report accepted by Trustees with questions asked and answered.</p>
24406	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>
24407	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	<p>Superintendent Nutter shared the report from the Director of Teaching &amp; Learning.</p> <p>Report accepted by Trustees.</p>

  
J.M.

  
A.K.

24408	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.
24409	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.
24410	8.0 Information Reports 8.4.5 Associate Superintendent of Business & Finance	Associate Superintendent Kallal shared his report. Report accepted by Trustees with a few questions asked and answered.
24411	8.5 Board Policy Handbook	Chair Mywaart advised that the Board Policy Handbook link on the website reflected the updated version, and a copy for the Board is in their folder for reference.
24412	9.0 Information & Correspondence 9.1 Letter from Minister of Education	Chair Mywaart informed the Board that they had received a thank-you response from Minister Nicolaides during the summer. The Board's letter congratulated him on his new appointment as the new Minister of Education.
24413	9.0 Information & Correspondence 9.2 Minister Nicolaides' Back to School Letter	Chair Mywaart shared the letter that was sent out from the Minister's Office to parents on September 6th and again on September 9th.
24414	9.0 Information & Correspondence 9.2 Minister Nicolaides' School Board Reserves Approval Letter	Chair Mywaart shared the correspondence from Minister Nicolaides in regard to the FMPSPD reserve funds. The Board is crafting a response and will also reiterate the need to continue to dip into the reserves due to the Weighted Moving Average funding.
24415	9.0 Information & Correspondence 9.2 Minister Nicolaides' Letter re: Social Studies Curriculum	A letter was sent out to parents from the Minister's office asking parents to complete a short survey regarding the new Social Studies Curriculum. It was suggested that as there will be a Networks meeting on October 3rd, Chromebooks could be set up before the meeting to give parents an opportunity to fill out the survey. The Board was in agreement with this action.
24416	10.0 Request for Information	There was none.
24417	Recess	Motion by Trustee O'Hara <b>THAT the Board of Trustees recess and reconvene the Board meeting at 6:30 p.m.</b>  Chair Mywaart read the Motion. <b>Carried 5:19 p.m.</b>
24418	Reconvene Board of Trustee Meeting	The Board of Trustee meeting reconvened at 6:30 p.m.
24419	Safety Moment	Assistant Superintendent Mitsopoulos provided the safety moment for those in attendance.
24420	12:0 Spotlight on Students	No Spotlight for the month of September.
24421	13.0 Division Showcase 13.1 TAFI Winner	No Division Showcase for the month of September.
24422	14.0 Business Arising From Presentations & Delegations or Previous Meetings	There was none.

  
LH

  
AK

24423	15.0 Other Business	There was none.
24424	16.0 Future Agenda Items	There were none.
24425	Adjournment	There being no further business, MOTION by Trustee Spargo <b>THAT the Regular Board of Trustee meeting of September 27, 2023, be adjourned.</b>  Chair Mywaart read the motion. <b>Carried at 6:32 p.m.</b>

Board Chair:   
Linda Mywaart (Oct 26, 2023 12:13 MDT)

Date: Oct 26, 2023

Secretary-Treasurer:   
Allan Kallal (Oct 26, 2023 13:21 MDT)

Date: Oct 26, 2023