

## BOARD OF TRUSTEES MEETING

**Date & Time:** Wednesday, December 11, 2024  
@ 2:00 p.m.

**Location:** Google Meet & Live-Stream

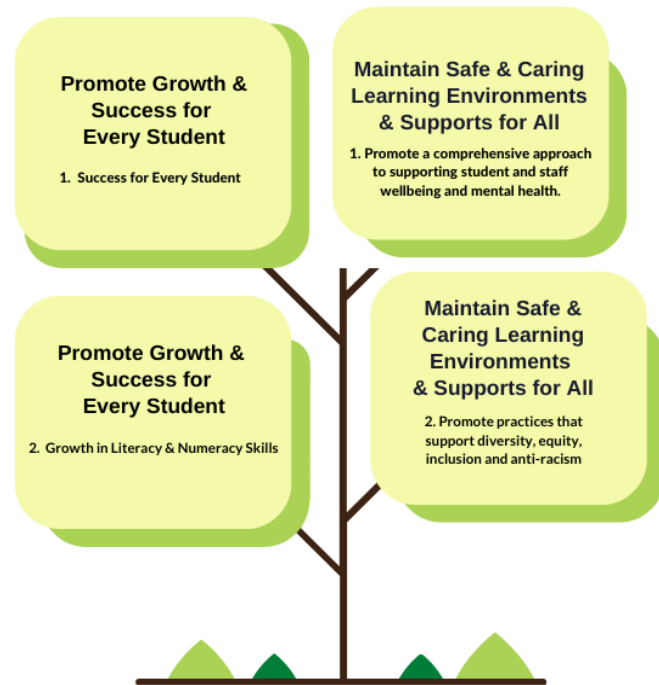
**Facilitator:** Linda Mywaart, Board Chair

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

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

**Regrets:** Trustee: Jonathan Lambert

**Recording Secretary:** Traci Towe




	ITEM	DISCUSSION
24899	1.0 Call to Order	Chair Mywaart called the meeting to order @ 2:03 p.m.
24900	2.0 Acknowledgment of Treaty 8 Lands & Territory	Chair Mywaart provided the Land Acknowledgement.
24901	3.0 Agenda	The agenda was accepted with two additions. Items 7.5 Ad Hoc Committee and Item 13.1 Christmas Card Design Winners to be added.
24902	3.2 Approve Agenda	Motion by Vice Chair Spargo <b>THAT the Board of Trustees approves the Agenda with two additions.</b> Chair Mywaart read the Motion. <b>Carried 2:09 p.m.</b>
24903	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.

24904	5.0 Minutes 5.1 Approval of Special Board Meeting Minutes	The Board reviewed the <a href="#">Special Board of Trustees meeting minutes of June 6, 2024</a> . MOTION by Trustee Schulz <b>THAT the Board of Trustees adopt the minutes as presented.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:10 p.m.</b>
24905	5.0 Minutes 5.2 Approval of Board Organizational Meeting Minutes	The Board reviewed the Board of Trustees <a href="#">Organizational meeting minutes of June 19, 2024</a> . MOTION by Trustee O'Hara <b>THAT the Board of Trustees adopt the minutes as presented.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:10 p.m.</b>
24906	5.0 Minutes 5.3 Approval of Board Meeting Minutes	The Board reviewed the <a href="#">Board of Trustees meeting minutes of June 19, 2024</a> . MOTION by Vice Chair Spargo <b>THAT the Board of Trustees adopt the minutes as presented.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:12 p.m.</b>
24907	5.0 Minutes 5.4 Approval of Board Meeting Minutes	The Board reviewed the <a href="#">Board of Trustees meeting minutes of November 27, 2024</a> . MOTION by Trustee Setter <b>THAT the Board of Trustees adopt the minutes as presented.</b> Board Chair L. Mywaart read the Motion. <b>Carried at 2:13 p.m.</b>
24908	6.0 Closed Session	Motion by Trustee Schulz <b>THAT the Board of Trustees go into a Closed Session.</b> Chair Mywaart read the question. <b>Carried: 2:14</b>
24909	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 3:50 p.m.</b> Chair Mywaart read the question. <b>Carried 3:36 p.m.</b>
	Comment	Trustees O'Hara and Setter did not virtually re-enter the Board room at 3:50 p.m.
24910	7.0 Action Items 7.1 Board Work Plan	Chair Mywaart presented the <a href="#">Board Work Plan</a> for December, noting that the sole item listed was "Review Financial Update 1 of 3." Chair Mywaart confirmed that this item was completed in November. Chair Mywaart further informed the Board that the Senior Leadership Team recommended referring this work plan item to the Policy Advisory Committee for consideration of moving it to the November work plan in future years. The Board expressed agreement with this recommendation.
24911	7.0 Action Items 7.2 Review Financial Update (1 of 3)	This was discussed in Item 7.2
	Comment	Trustee O'Hara virtually reentered the Board room at 3:52 p.m.
24912	7.0 Action Items 7.3 Board Planning Session	The Board spent considerable time and effort last year learning and improving its governance practices. In keeping with this growth, the Board discussed hiring a consultant to assist it in continuing to improve governance. <b>Motion</b> by Trustee Schulz <b>THAT the Board of Trustees engage their chosen external consultant to facilitate the Board Strategic Plan Session.</b> Chair Mywaart read the question. <b>Carried 3:54 p.m.</b> The Board also discussed hiring a consultant to facilitate a Superintendent Evaluation and a written report. <b>Motion</b> by Trustee Schulz <b>THAT the Board of Trustees engage their chosen external consultant to facilitate a Superintendent Evaluation and report for the period of September 1st, 2024, to June 30th, 2025.</b>

		Chair Mywaart read the question. <b>Carried 3:55 p.m.</b>
24913	7.0 Action Items 7.4 Board Evaluation	In accordance with Board Policy Two, item 6.3, the Board holds the responsibility to annually evaluate its effectiveness in meeting performance indicators and to determine a positive path forward.  For the 2024-2025 school year, the Board has opted to conduct a self-evaluation to fulfill this requirement. This decision aligns with the Board's commitment to cost-effectiveness while maintaining accountability and continuous improvement.
	Comment	Trustee Setter virtually reentered the Board room at 3:56 p.m.
24914	7.0 Action Items 7.5 Ad Hoc Committee	<b>Motion</b> by Vice Chair Spargo <b>THAT the Board of Trustees in response to matter 2024-01 form an ad hoc committee, consisting of Trustee Adams and Trustee O'Hara, to oversee the investigation of a complaint received, until such time as the complaint has been resolved.</b>  Chair Mywaart read the motion. <b>Carried 3:57 p.m.</b>
24915	8.0 Information Reports 8.1 Public School Boards of Alberta Association (PSBAA)	Chair Mywaart advised that she had nothing new to report but requested Trustees to continue with their advocacy on "Protect, Elevate and Promote (PIP)" public education.  The next PSBA meeting will be held in February.
24916	8.0 Information Reports 8.2 Alberta School Board Association (ASBA)	Vice Chair Spargo advised she had sent her Zone 3/4 notes to Trustees earlier for information.  ASBA advised that in some rural communities cars are passing buses while their lights are flashing are looking for feedback if other divisions are also experiencing the same issues.  The next Zone 3/4 meeting will be held on December 17th and Trustee Spargo will forward the agenda once she receives it.  <b>TASK: Superintendent Nutter to gather information if this is occurring within FMPSD and to provide said information at the January 14th Committee of the Whole.</b>
24917	8.0 Information Reports 8.3 Trustee Engagement Report	Chair Mywaart reviewed the <a href="#">Trustee Engagement Report</a> for December with the Board. Trustees were encouraged to enter any work they have done for the month into the report.  LINK to Trustee Engagement Report
24918	8.0 Information Reports 8.4 Superintendent of Schools	Superintendent Nutter shared her report. Report accepted by Trustees.
24919	8.0 Information Reports 8.4.1 Director of Inclusive Learning	Superintendent Nutter shared the <a href="#">report from the Director of Inclusive Learning</a> . Report accepted by Trustees with one question asked and answered.
24920	8.0 Information Reports 8.4.2 Director of Teaching & Learning.	Superintendent Nutter shared the report from the <a href="#">Director of Teaching and Learning</a> . Report accepted by Trustees as presented.
24921	8.0 Information Reports 8.4.3 Assistant Superintendent of Human Resources & Administration	Assistant Superintendent Mitsopoulos shared her <a href="#">report</a> with the Board. The Trustees accepted the report, with one question asked and answered.
24922	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.
24923	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 Trustees

24924	9.0 Information & Correspondence 9.1 Letter to Minister Nicolaides from PSBAA	Chair Mywaart advised the <a href="#">letter</a> is linked to the agenda and is for information purposes.
24925	9.0 Information & Correspondence 9.2 PSBAA Advocate	Chair Mywaart advised this <a href="#">document</a> is linked to the agenda and is for information purposes.
24926	9.0 Information & Correspondence 9.3 We Belong Guidelines	Superintendent Nutter advised the <a href="#">guideline</a> is attached for information purposes and an administrative procedure on racism is being developed.  <b>TASK: Recording Secretary to add this item to the agendas of the January Committee of the Whole and the Board of Trustees.</b>
24927	10.0 Request for Information	There was none.
24928	11.0 Question Period	There was none.
24929	12.0 Spotlight on Students 12.1 Dave McNeilly Public School	Dave McNeilly Public School highlighted the outstanding student leadership opportunities available to its students, emphasizing how these initiatives foster a strong sense of community both within the school and beyond.  Students in Grades 1 to 6 participate in weekly leadership groups facilitated by staff, where they engage in activities such as organizing food drives, creating the McNeilly Fox Family Recipe Collection, and coordinating outdoor clean-up initiatives. These groups empower older students to mentor younger peers, helping them develop essential skills in teamwork, communication, and problem-solving.  <a href="#">LINK</a> to presentation.
24930	12.0 Spotlight on Students 12.2 Thickwood Heights	Students from Thickwood Heights Public School, accompanied by Principal Book, delivered an inspiring presentation to the Board of Trustees about the Thickwood Authentic Writing program.  Leighton, Madison, and Hailee highlighted the program's innovative approach to engaging students in writing. Activities include international Pen Pal exchanges with students in Sweden and Japan and the exploration of diverse literature mediums. This program fosters global connections while enhancing students' writing skills and creativity.  <a href="#">LINK</a> to presentation.
24931	13.0 Division Showcase	The Recording Secretary shared this year's winners of the Division Christmas Card design contest.  Eliora (grade three - Timberlea Public) and Abbie (grade 10 - École McTavish) are this year's winners. Due to the ongoing Canada Post Strike the Christmas card will be sent out electronically.  Well done Eliora and Abbie for your beautiful cards. Congratulations!  <a href="#">LINK</a> to Christmas Card
24932	14.0 Business Arising from Previous Meetings	There was none
24933	15.0 Other Business	There was none.
24934	16.0 Future Agenda Items	We Belong Guidelines and Racism AP to be brought to January's Committee of the Whole and Board of Trustee meetings.
24935	Adjournment	There being no further business, Motion by Trustee Schulz <b>THAT the Board of Trustees meeting of December 11, 2024, be adjourned.</b>  Chair Mywaart read the question. <b>Carried 4:40 p.m.</b>

Board Chair:   
Linda Myer Jan 31, 2025 15:18 MST

Date: Jan 31, 2025

Secretary-Treasurer:   
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Date: Jan 31, 2025









# 2024.12.11.\_MINUTES Board of Trustee Meeting (1)

Final Audit Report

2025-01-31

Created:	2025-01-31
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