

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION  
HELD AT CENTRAL OFFICE ON **September 26, 2023**

Board Chair Joan Nellis called the Regular Meeting to order at 6:00 p.m., acknowledged that the Board is on Treaty 8 Land, and reviewed the Division's Universal Guiding Principles, with the following present:

**PRESENT**

Trustees Ray Buziak, Chris Johnston, Donna Koch, Rob Martin, Joan Nellis, Andre Ouellette, Superintendent Sandy McDonald, Deputy Superintendent James Robinson, Associate Superintendent Business Services Norm Guindon, Executive Assistant Business Services SheraLea Crichton, (recorder), and Secretary to the Board Sandy Fredland (minutes).

**ADOPTION OF  
AGENDA**

Adoption of Board Agenda

The Board reviewed the Regular Meeting agenda. The Board agreed to the following additions to the agenda:

- *In Camera Session*, at the end of the Regular meeting, to discuss collective bargaining;
- *Chamber of Commerce Event - Your Region, Your Voice*, under Board Chair report; and
- *Professional Development Session with Franklin Covey*, under PSBAA.

**MOTION:** Donna Koch moved that the Board adopt the Regular Meeting agenda as amended.

UNANIMOUSLY CARRIED 15562

**MINUTES**

Regular Board Meeting of September 12, 2023

The Board reviewed the Regular Board Meeting minutes of September 12, 2023.

**MOTION:** Chris Johnston moved to adopt the minutes of the Regular Board Meeting of September 12, 2023, as circulated.

UNANIMOUSLY CARRIED 15563

**BUSINESS ARISING  
FROM THE MINUTES**

Details regarding the following Business Arising items were included in Superintendent's Report:

- Board Social Planning and Roles  
As discussed at the previous Board meeting, Administration assigned the following presentation roles to Trustees for the upcoming Board Social:
  - Retirees – Joan Nellis
  - 10 Year Long Service Awards – Chris Johnston
  - 15 Year Long Service Awards – Rob Martin
  - 20 Year Long Service Awards – Donna Koch
  - 25 Year Long Service Awards – Donna Koch

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30 Year Long Service Awards – Andre Ouellette  
35 Year Long Service Awards – Andre Ouellette  
45 Year Long Service Awards – Andre Ouellette  
Exemplary Staff – Joan Nellis

- Board Workplan  
The updated Board Workplan was submitted for information with the Alberta School Boards Association Speakers Corner series dates included.

**PRESENTATION**

**BOARD CHAIR/  
SUPERINTENDENT'S  
REPORT**

Board Chair Report

- Chamber of Commerce Event – Your Region Your Voice  
The Grande Prairie Chamber of Commerce is hosting an event called, *Your Region, Your Voice*, bringing together elected officials from all three levels of government representing our region. Following discussion, the Board agreed that those Trustees who can, will attend and Trustees were asked to email Mrs. Fredland to be registered.

Superintendent's Report

**Items for Information**

Sandy McDonald provided to the Board as information the Superintendent's report regarding the following:

- College of Alberta School Superintendents (CASS) Zone 1 Meeting  
The Division's Education Directors attended the CASS Zone 1 meeting held in Fort Vermilion on September 15, 2023.
- Annual GPPSD Elementary Fun Run  
Appreciation was extended to Maren Roberts, Extracurricular Athletics Coordinator, for her work in helping to organize the Annual Elementary Fun Run held on Saturday, September 23, 2023.
- Legion Field Upgrade Planning  
The City of Grande Prairie and the Peace Country Wolves Athletics Club have worked to develop a conceptual design for upgrades to Legion Field. Part of that work may involve the use of some of the field area located on Division property, however, no financial implications exist for the school division. A process to finalize the design will take place that will include all landowners in the area regarding the final placement of the upgrades.

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- **Swanavon Elementary Playground Donation**  
Appreciation to Randy Smashnuk, General Manager of Kal Tire, was shared for the generous grant of \$15,000 to fund the placement of recycled rubber mulch on Swanavon Elementary Schools' playground spaces. The Board will send a thank you card for the donation.
- **Administrator Professional Learning and Principal's Meeting**  
The September professional learning morning for Administrators and the afternoon Principals' meeting occurred on September 20, 2023. Key content from the day included training on psychological health and safety in support of the Division's wellness plan. The Principals' meeting focused on discussing practical supports and practices for division schools.
- **Indigenous Family Advisory Circle**  
Indigenous Programming Coordinator Shauna Livesey is holding the inaugural meeting of the Division's Indigenous Family Advisory Circle on October 16, 2023, at Hillside Community School. The purpose of the Circle is to bring families and Division staff together to share a meal, learn new things and develop and enhance relationships. Future meetings will be held in other schools across the Division.
- **Enrollment and Staffing Updates**  
All teaching and classroom instruction positions are currently filled. Preparations are concluding for the final submission of division enrollments to Alberta Education that are to be submitted September 29, 2023. Final enrollments will be shared at the October 10 Board meeting but are expected to show an increase of over 300 students from last year.

**Items for Action**

- **Locally Developed Course Approval**  
A report supporting the Division's request for acquisition of the locally developed course *Game Design and Development 15-5* was submitted to the Board for consideration.

**MOTION:** Rob Martin moved that the Board approve Administration's request to seek Alberta Education approval for the acquisition of Game Design and Development 15-5 as presented, for the term identified.

UNANIMOUSLY APPROVED 15564

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**BOARD POLICY  
COMMITTEE**

Board Policy Committee

- Andre Ouellette reported to the Board that the Board Policy Committee met on September 26, 2023, to discuss the following Board policies:
  - Board Policy 7 – Board Operations
  - Board Policy 8 – Committees of the Board
  - Board Policy 9 – Board Representatives

Board Policy 7 – Board Operations, will be sent to Trustees for feedback regarding section 10 – Delegations to Board Meetings. Trustees were asked to share feedback with Mrs. Fredland by email.

Board Policy 8 – Committees of the Board, may have a revision to the Terms of Reference for the Student Advisory Committee, but this will be determined later in the year.

Committee recommendations to Board Policy 7 and 9 will be brought to the next Board meeting.

**ADVOCACY AND  
ENGAGEMENT  
COMMITTEE**

**CULTURE AND  
ENGAGEMENT**

**BUSINESS  
SERVICES**

Associate Superintendent Business Services Report

- Transportation for 2024/2025 School Year – Milestone Dates  
As requested by the Board at the previous Board meeting, Administration provided to the Board dates and milestones outlining the process to transition student transportation services to the new provincial student transportation framework.

**ASBA / PSBAA**

Alberta School Boards' Association (ASBA)

- Zone 1 Meeting, Awards and Luncheon  
Joan Nellis reported to the Board regarding the Zone 1 Meeting, Awards and Luncheon that was held in Peace River on September 20, 2023. The Division's Friends of Education nominee, Sean Sargent, was announced as the Zone 1 winner of the Friends of Education Award and will be submitted as a nominee for the Provincial ASBA Friends of Education Award, which will be announced in Edmonton on November 19, 2023.
- Speaker's Corner  
The ASBA will be presenting *Speaker's Corner* webinars throughout the year. The first session was held September 18, 2023, and provided an

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opportunity for Trustees and Administration to learn about the recent changes to the Alberta School Employee Benefit Plan (ASEBP) premium rates.

Public School Boards' Association of Alberta (PSBAA)

- Professional Development – Franklin Covey Webinar  
Joan Nellis reminded the Board that the PSBAA will be hosting a virtual professional development Franklin Covey Webinar on September 29, 2023.

**ALBERTA  
EDUCATION**

**COMMITTEE  
REPORTS**

- Board Evaluation Committee  
Chris Johnston reported to the Board that the Board Evaluation Committee met on September 18, 2023. The Committee reviewed the comments and questions on the Board Evaluation Self-Evaluation survey and will bring back recommendations to the October 10, 2023 Board Meeting.
- School Council 2022 – 2023 Year End Reports  
The Board received 2022 – 2023 Year End Reports from the following School Councils, as information:
  - Avondale School Council
  - Derek Taylor School Council
  - Parkside School Council
- Student Advisory Trustee Meeting  
Rob Martin reported to the Board that Trustees on the Student Advisory Committee, Joan Nellis, Rob Martin and Donna Koch, met on September 21 with Superintendent McDonald to discuss the goals for the committee, a student recruitment plan and the meeting schedule.
- Education Foundation Committee  
Rob Martin reported to the Board regarding the Education Foundation Committee meeting held September 21, 2023. The Foundation will be hosting the upcoming Striving for Excellence Awards at the Tara Centre on October 4, 2023.

**CORRESPONDENCE**

- Thank You Letter from Alberta School Councils' Association, Re: 2023 – 2024 Membership, 2023 09 07

**NEW IDEAS / NEW  
ISSUES**

Donna Koch discussed the Public School Boards' Council meeting scheduled for August, 2024. The meeting will be hosted by the Grande Prairie Public School Division, the Peace River School Division and the Peace Wapiti School Division. Trustees were asked to provide any

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suggestions they may have in regard to speakers or presentations to  
Trustee Koch.

Joan Nellis asked if there is an update regarding the covered rink at  
Swanavon. Administration responded that some feedback was received  
regarding the size of the rink, but no other updates have been received.

Sandy McDonald shared that an open house regarding the community  
soccer dome proposal will be held at the Composite High School on  
October 11 and 12 for the community to provide feedback on the project.

**MOTION:** Rob Martin moved that the Board go in camera at 7:09 p.m. to  
discuss a bargaining issue.

UNANIMOUSLY CARRIED 55565

**IN CAMERA  
SESSION**

**MOTION:** Andre Ouellette moved that the Board come out of in camera at  
7:39 p.m.

UNANIMOUSLY CARRIED 55566

**NEXT BOARD  
MEETING**

The next meeting of the Board of Trustees is scheduled for Tuesday,  
October 10, 2023, to be held at Central Office in the Board Room.

**ADJOURNMENT**

Board Chair Joan Nellis called the Regular Board Meeting closed at 7:39  
p.m.

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Chair

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Secretary-Treasurer