

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION  
HELD AT CENTRAL OFFICE ON **May 27, 2025**

Board Chair 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 Buziak, Johnston, Koch, Nellis, Ouellette, Superintendent McDonald, Deputy Superintendent Robinson, Associate Superintendent Business Services Oladele, Executive Assistant Business Services SheraLea Crichton, (recorder), and Secretary to the Board Amanda Westwater (minutes).

Regrets: Trustee Martin

**ADOPTION OF  
AGENDA**

Adoption of Board Agenda

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

- Addition of "Public Survey to Inform the Selection and Availability of School Library Materials" under Board Chair Report.

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

UNANIMOUSLY CARRIED 15752

**TRUSTEE SELF-  
DECLARATION  
OF CONFLICT OF  
INTEREST**

No conflicts.

**MINUTES**

Committee of the Whole Meeting of May 13, 2025

The Board reviewed the Committee of the Whole Meeting minutes of May 13, 2025.

**MOTION:** Trustee Johnston moved to adopt the minutes of the Committee of the Whole Meeting of May 13, 2025, as circulated.

UNANIMOUSLY CARRIED 15753

Regular Board Meeting of May 13, 2025

The Board reviewed the Regular Board Meeting minutes of May 13, 2025.

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**MOTION:** Trustee Ouellette moved to adopt the minutes of the Regular Board Meeting of May 13, 2025, as circulated.

UNANIMOUSLY CARRIED 15754

**BUSINESS ARISING  
FROM THE MINUTES**

None to report.

**DELEGATIONS,  
PRESENTATIONS  
and SYSTEM  
LEADERSHIP  
REPORTS**

No Delegations or Presentations.

**COMMITTEES AND  
REPORTS**

Board Chair Report

- SCORES Meeting 2025 05 12  
Chair Nellis and Superintendent McDonald commented on the SCORES Leadership Meeting held on May 12 and provided highlights from the meeting including an updated agreement, an update on the new dome facility approved in Trader Ridge, Legion Field updates, and information about the pending land swap with the City related to construction of the new Grande Prairie Composite High School.
- Composite High School Graduation 2025 05 16  
Chair Nellis, Trustees Martin, Buziak, and Ouellette, Superintendent McDonald, and Deputy Superintendent Robinson commented the Composite High School Graduation Ceremony. They noted many graduates (over 330), their families, and GPPSD staff in attendance. The Board extended congratulations to the graduating class and thanks to the organizing committee.
- Special Board Meeting 2025 06 26  
The Board is in the process of hiring a new Superintendent of Schools and required a special meeting to review potential candidates.

**MOTION:** Trustee Koch moved that a Special Board Meeting be called for June 26, 2025 at 9:30 am, in the Grande Prairie Public Central Office Board Room to discuss short-listed candidates and to vote on the successful candidate for Superintendent of Schools.

UNANIMOUSLY CARRIED 15755

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- **Public Survey to Inform the Selection and Availability of School Library Materials**  
Chair Nellis commented on the survey from the Minister of Education and Childcare that was made available to the public on May 26, 2025 regarding new standards that would provide consistent requirements for school boards in selecting and managing school library collections. Deputy Superintendent Robinson confirmed that none of the books listed as exemplars in the survey are, or ever were, in GPPSD school library collections. Furthermore, the Division has an Administrative Procedure, [AP 250 – School Libraries \(Learning Commons\)](#) that describes the responsibility of principals and library technicians (and students and teachers) to establish library collections that are responsibly and ethically curated.
- **Alberta School Boards' Association Update**  
Trustee Buziak and Vice-Chair Koch reported to the Board regarding the ASBA Zone 1 meeting held May 14, 2025, hosted by the Northland School Division. Zone 1 Director Henkel commented on bus fly-bys; President Dennis commented on meetings with external organizations and Ministers, Charter Schools, upcoming professional development and professional learning sessions, and a reduction in ASBA membership fees.
- **Teacher Trustee Liaison Committee**  
The May 6, 2025 minutes were included for information.
- **Board Policy Committee**  
Vice-Chair Koch provided highlights on the Board Policy Committee Meeting held on May 27, 2025. The Committee presented proposed amendments to Board Policy 2 – Appendix A Board Self Evaluation.
  - Superintendent McDonald provided additional context and information on the updated Appendix A.

**MOTION:** Trustee Ouellette moved to adopt Board Policy 2 Appendix A: Board Self Evaluation as presented.

There was discussion on the motion. Chair Nellis proposed additional grammatical amendments to Policy 2 – Appendix A.

Trustee Ouellette accepted the amendment as friendly. The Board voted on the amended motion:

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**MOTION:** Trustee Ouellette moved to adopt Board Policy 2 Appendix A:  
Board Self Evaluation as amended.

UNANIMOUSLY CARRIED 15756

- Advocacy and Engagement Committee  
The May 13, 2025 minutes were included for information.
- Council of School Councils Update and Reports  
The May 8, 2025 minutes were included for information.

Individual Trustee Reports

No Trustee reports.

Superintendent's Report

**Items for Information**

Superintendent McDonald shared the Superintendent's Report to the Board as information, which included the following information:

- **2024 Terry Fox Run**  
Recently the Terry Fox Foundation shared a summary of the collective efforts of Canadian schools who participated in this year's run to support cancer research and honour Terry Fox's personal legacy. Over 10,000 schools across Canada participated and raised close to \$14 million dollars. We are grateful to the staff and students of the nine Grande Prairie Public Schools who participated this year. Among the participating schools, Ecole Montrose and Isabel Campbell Public School were noted as being in the top 5 Alberta schools, for their grade configuration. Ecole Montrose was celebrated as the top fundraising school in the province, raising over \$20,000. Appreciation is extended to Principals Matt Pepper, Teresa Rawlyk, and others and their staff for creating the opportunity for their students to participate.
- **All Administrators Monthly Virtual Meeting**  
The focus of the May 21 virtual administrators meeting was to provide school administrator teams with a review of the budget development process. Administrators were provided with a review of the process and a detailed review of the division's revenues in the 2025-2026 funding profile from Alberta Education and the expenditures planned for next year. The challenges of building a deficit budget and responding to funding changes from the federal government were discussed as well to build our leaders' understanding of the budget development process.

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- **May Leadership Academy**  
The focus of the May 22 Leadership Academy session, supporting teachers aspiring to become school-based administrators, was on recognizing and developing the skills school leaders use to engage staff in collaborative planning and to work with individual and small groups of staff to solve problems and support their planning. The session also focused on helping teacher participants to understand the process used to staff schools and to build master timetables/schedules in school.
- **Community Food Security Leadership Table Meeting**  
The Community Food Security Leadership Table met on Monday, May 26. The primary topic of the meeting was to review the food security and nutrition goals of all the participating organizations at the leadership table. Superintendent McDonald provided a verbal update and highlights from the meeting including data collection being done by all partner organizations so Helping Hands can apply for grant funding from Food Banks Canada for the “After the Bell” program. [After the Bell](#) provides nutritious, child-friendly food packs throughout the summer when school-centred supports are not available.
- **Governance Minutes Planning**  
A report supporting the concept of governance minutes was reviewed by the Board to inform future board planning for the June 10 Regular Board Meeting. The report described the intent of adding a governance minute to future board meetings and provides suggestions for content to inform trustees planning. There was additional discussion on the G-TEC (Governing Through Engagement and Collaboration) Policy model.
- **Trustee Election Video Planning**  
To support trustee planning for producing individual election videos prior to the election in October, the videos prepared by the board during the 2020-2021 school year are available for review on the division’s YouTube channel. A recording schedule will be developed at the June 10<sup>th</sup> Advocacy and Engagement Committee Meeting.

**Items for Discussion or Action**

- **2025 Honouring Spirit Student Award – Honourable Mention**  
Congratulations are extended to Charles Spencer High School student Meilea Lafontaine, who received an honourable mention for the Alberta School Board’s Association 2025 Honouring Spirit Student Award. The Honouring Spirit: Indigenous Student Award recognizes 12 First Nations, Métis or Inuit students (Kindergarten – Grade 12) who attend a school in Alberta, operated by an ASBA member school board,

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who model strength and commitment in the pursuit of their personal education paths. Meilea was nominated by Dani Gillis, Indigenous Liaison for Charles Spencer, who noted Meilea is an exceptional student who consistently demonstrates strong leadership skills and compassion for others. Meilea has a visible desire to make a positive impact on those around her, and she loves and respects her Indigenous culture and is determined to excel and make meaningful contributions to society.

The Board congratulated Ms. Lafontaine on her achievement and thanked her for her contributions. The Board extended gratitude to Ms. Gillis and the two classroom teachers for submitting the nomination. The Board will send a letter of congratulations to Ms. Lafontaine.

- **2025 Lieutenant Governor of Alberta Student Award**  
Congratulations are also extended to grade 6 student Tarena Khalsa, from Hillside Community School, who has been awarded one of the Alberta School Boards Association's Lieutenant Governor of Alberta's student awards. The Lieutenant Governor of Alberta Student Award recognizes nine students (Grade 6, 9 and 11) who attend a school in Alberta, operated by an ASBA member school, who have shown tremendous growth in developing skills to better themselves through determination, initiative and independence, leading to their improvement and success both academically and personally. Tarena is a leader in the student body, who leads by example working with her peers and with younger students in the school. Tarena's deep commitment to her family and her future is noteworthy and is a testament to her character and her potential.

Tarena and her family have been invited to attend ASBA's provincial award celebration on June 9th at Government House. She will also be recognized at a school assembly prior to the end of June.

The Board congratulated Ms. Khalsa on her achievement and thanked her for her contributions. The Board extended gratitude to Principal Mike Humbke and Vice Principal Gillian Rutberg for submitting the nomination. The Board will send a congratulatory letter to Ms. Khalsa.

- **2025-2027 – Year 2 Update of 3-Year Education Plan**  
The Board reviewed the year 2 update to the Division's 2025-2027 3-Year Education Plan. The 3 priority areas (Teaching & Learning, Belonging, and Leading) and the specific outcomes and strategies identified in the plan are based on the efforts and engagement of school-based staff to develop each school's 3-Year Plan. Evidence of student growth and achievement and stakeholder satisfaction from a

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variety of different sources are used at the school and division level to support identification of priorities. The current 3-year education plan represents a refinement of the previous plan and is presented to guide the continuous improvement of the school division.

The Board thanked the District Education Team for all their efforts in developing the updated 3-Year Education Plan.

**MOTION:** Trustee Koch moves the board accept and adopt the update to the 2025-2027 3-Year Education Plan and submit it to Alberta Education as required in the Education Act, subject to the approval of the 2025-2026 Division Budget later in the agenda.

UNANIMOUSLY CARRIED 15757

- Locally Developed Course Approval  
High School Courses developed by Alberta Education are made available to all Alberta school divisions. A report identifying the courses our high school principals would like to renew, or acquire for first time use, was reviewed by the Board. Superintendent McDonald provided additional information on Locally Developed Course approval by Alberta Education.

**MOTION:** Trustee Buziak moves the Board approve administration's request to acquire and renew the Locally Developed Courses, levels, and credits as presented, for the term identified, from Alberta Education.

UNANIMOUSLY CARRIED 15758

Associate Superintendent of Business Services

Associate Superintendent Oladele shared the Associate Superintendent of Business Services' Report to the Board as information, which included the following information:

- 2025-2026 Annual Budget Report  
The Board reviewed the 2025/2026 Budget, which reflects a strategic, student-focused approach aligned with the Board's guiding principles. The budget maintains all existing allocations to schools, addresses a 1.4% enrolment increase with additional staffing, and continues to prioritize mental health, inclusive education, early intervention, and curriculum implementation. The board approved submitting a \$950,767 deficit for 2025-2026, to be covered using reserves. The board also reviewed a 3-year budget forecast based on projected enrolments that will be more balanced and sustainable in future years. The Board

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expressed appreciation to Associate Superintendent Oladele, Division leadership, and finance staff for their work on the budget.

**MOTION:** Trustee Buziak move that the Board of Trustees approve 2025/2026 Budget for Grande Prairie Public School Division.

UNANIMOUSLY CARRIED 15759

**NEW BUSINESS**

Trustee Professional Learning and Sharing  
Nothing to report.

Upcoming Dates and Events

- Board Workplan  
The Board reviewed the Board workplan as information. Trustees were reminded of the following upcoming events:
  - Non-Instructional Support Staff Committee (4:15 pm) 2025 05 29
  - ASBA Lunch and Learn session with the Alberta Teaching Profession Commission 2025 05 28
  - ASBA SGM 2025 06 01 – 03
  - PSBAA SGM 2025 06 03 - 05
  - Indigenous Cultural Celebration Evening (6:30 pm) 2025 06 04
  - Student Advisory Committee Meeting (9:00 am) 2025 06 06

Correspondence

- 2025 05 13 Letter from Alberta Education - re Assurance Completion Letter 2025 GPPSD
- 2025 05 15 Letter from PSBAA to MLAs – re: Polling Survey Results

**IN CAMERA  
SESSION**

No In Camera session.

**ACTIONS ARISING  
FROM IN CAMERA  
NEXT MEETING AND  
ADJOURNMENT**

No actions.

Next Board Meeting and Adjournment

The next meeting of the Board of Trustees is scheduled for Tuesday, June 10, 2025, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 7:20 p.m.

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Chair

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Secretary-Treasurer