

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **June 10, 2025**

Board Chair Nellis called the Regular Meeting to order at 6:06 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, Martin, Nellis, Ouellette, Superintendent McDonald, Deputy Superintendent Robinson, Executive Assistant Business Services SheraLea Crichton, (recorder), and Secretary to the Board Amanda Westwater (minutes).

Virtual: Associate Superintendent Business Services Oladele

**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 "Grande Prairie Charter School Application" to the Superintendent's Report (3.j.10)
- Addition of In Camera item at end of meeting to discuss labour relations
- Addition of "2025 Lieutenant Governor of Alberta Student Awards" under the Board Chair report

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

UNANIMOUSLY CARRIED 15760

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

No conflicts.

MINUTES

Committee of the Whole Meeting of May 27, 2025

The Board reviewed the Committee of the Whole Meeting minutes of May 27, 2025.

MOTION: Trustee Koch moved to adopt the minutes of the Committee of the Whole Meeting of May 27, 2025, as circulated.

UNANIMOUSLY CARRIED 15761

Regular Board Meeting of May 27, 2025

The Board reviewed the Regular Board Meeting minutes of May 27, 2025.

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MOTION: Trustee Martin moved to adopt the minutes of the Regular Board Meeting of May 27, 2025, as circulated.

UNANIMOUSLY CARRIED 15762

**BUSINESS ARISING
FROM THE MINUTES**

None to report.

**DELEGATIONS,
PRESENTATIONS
and SYSTEM
LEADERSHIP
REPORTS**

No Delegations or Presentations.

**COMMITTEES AND
REPORTS**

Board Chair Report

- 2025 05 28 ASBA Lunch and Learn session
Chair Nellis commented on the ASBA Lunch and Learn session on May 28 and provided highlights from the session including the Trustee Code of Conduct changes and fees for appeals under the Teaching Professional Conduct Act.
- 2025 06 01-03 ASBA Spring General Meeting
Chair Nellis, Trustees Koch and Buziak, Superintendent McDonald, and Deputy Superintendent Robinson attended the ASBA Spring General Meeting held June 1-3, 2025. Highlights from the Spring General Meeting include: the Q&A period with Minister Nicolaides, professional development sessions, and a review of the proposed bylaws and position statements.
- 2025 06 09 2025 Lieutenant Governor of Alberta Student Awards
Chair Nellis attended the 2025 Alberta School Boards Association's (ASBA) Lieutenant Governor of Alberta Student Awards ceremony on June 9 at Government House in Edmonton, where grade 6 student Tarena Khalsa, from Hillside Community School, alongside her family, was presented with a Lieutenant Governor of Alberta's Student Award.
- Non-Instructional Employees Association Committee
Trustee Buziak and Vice-Chair Koch commented on the Non-Instructional Employees Association Committee meeting held May 29, 2025. The minutes were included for information.

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- Advocacy and Engagement Committee
Trustee Martin commented on the Advocacy and Engagement Committee meeting held June 10, 2025. Committee discussed the refreshed Advocacy and Engagement Tracker, the questions and schedules for Trustee Q&A videos for the upcoming election, and scheduling MLA meetings for August. Executive Assistant will send a summary of questions to all trustees and confirm dates and times for recording.
- Trustee Student Advisory Committee
Trustee Martin commented on the Trustee Student Advisory Committee meeting held on June 6, 2025. It was the final meeting of the term, and they reviewed the use of AI and recruiting for next term's Student Advisory Committee.
- GPPSD Education Foundation Committee
The May 6, 2025 minutes were included for information only.
- Superintendent Evaluation Committee
Board Chair Nellis commented on the May 29, 2025 Superintendent Evaluation Committee meeting. The Committee discussed the Superintendent Evaluation Process and updates to Board Policy 19.
- Board Policy Committee
Vice-Chair Koch presented the proposed updates to Board Policy 3 – Role of the Trustee and Board Policy 8 – Committees of the Board Appendix F as were discussed at the May 27 Board Policy Committee Meeting.

The Board discussed additional amendments to Policy 3:

- 1.3 Regarding request for information regarding operations. Remove word "back" to school.
- 1.14 Attend Division or school functions when **invited and your schedule permits**.

MOTION: Trustee Koch moved to adopt Board Policy 3 – Role of the Trustee as amended.

UNANIMOUSLY CARRIED 15763

MOTION: Trustee Koch moved to adopt Board Policy 8 – Committees of the Board Appendix F as presented.

UNANIMOUSLY CARRIED 15764

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- Governance Minute

Vice-Chair Koch discussed the definition of “governance” and what governance means to Trustees. Spoke to the Alberta Education Act and how it outlines the Board’s role. The Board discussed:

- Stakeholder engagement and advocacy
- Strategic direction
- Monitoring and evaluating
- Accountability
- Decision-Making
- Resource management

Administration will build a Trustee schedule for upcoming Governance Minutes at Regular Board meetings.

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:

- **New Curriculum Development Update**
On Friday, May 30, the Deputy Minister of Education provided an update on the K-6 Social Studies curriculum. Updated information about curriculum implementation for the 2025-2026 school year will be provided in the Superintendent’s Report at the August Regular Board meeting.
- **Indigenous Cultural Celebration**
The Indigenous Cultural Celebration was held in the gymnasium of the Grande Prairie Composite High School the evening of Wednesday, June 4. Approximately 200 people attended the event, held to acknowledge and celebrate graduating GPPSD students and the efforts of our students, their families, and their communities that contributed to their success. The celebration included several division students performing traditional Indigenous and Metis dances.

Deep appreciation is extended to Krista Umble, the Division’s Coordinator of Indigenous Programming and the Indigenous Liaison team for their thoughtful organization of this community event.

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Additional gratitude is due the school administrators, teachers, and other staff who attended to celebrate our students and to our community elders, the MC, musicians and others who made the event a success.

- **All Administrator Professional Learning and Principals Meeting**
The June administrator professional learning meeting and June principals meeting were held on June 4. The professional learning provided school leaders the opportunity to engage in learning and planning related to benchmarking; new curriculum updates; report card updates; literacy screening; changes to the early intervention model for 2025-2026; and summer school and dual credit planning. The principals' meeting focused on reviewing and gathering input on the draft companion document to the Optimum Learning Framework to guide programming to support the success of our Indigenous Students.
- **Alberta Education Assurance Measures – May Report**
The results from the 2025 provincial assurance surveys distributed to staff, students, and parents are generally strong. They reflect continued acceptable results in four of the eight measures reported, improved results in three of eight measures, and a decline year over year in only one measure, the five-year high school completion rate. In addition, the results reflect a relatively high response rate, with the largest number of responses recorded in the past 5 years from each of the stakeholder groups surveyed. A more detailed analysis of the results will be shared with trustees in the Committee of the Whole meeting prior to the August board meeting.
- **What We Heard – 2025 Division Assurance Survey Report**
As with the provincial assurance surveys, the division's internal surveys show similarly high levels of stakeholder satisfaction as in previous years and reflects high levels of participation in the survey. A more detailed analysis of the results will be shared with trustees in the Committee of the Whole meeting prior to the August board meeting.
- **Alberta School Councils Association Meeting Management Workshop**
The Executive Director of the Alberta School Councils Association has confirmed a workshop facilitator is available to present an in-person training session on September 18th on the topic of "Meeting Management" for all current school council members and those interested in joining school council in the future. We will require pre-registration and a minimum of 20 participants, representing a majority of school councils, for the event to proceed.

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- **Protection of Privacy Act and Access to Information Act**
System leadership staff continue to prepare for implementation of the Protection of Privacy and Access to Information Act. The act and supporting regulations are being finalized and it is expected all new legislation will come into effect this month. Once the act and regulations are proclaimed, the Ministers of Technology and Innovation and Service Alberta and Red Tape Reduction will provide public bodies with more information. A more detailed description of the impact of the legislation on the division will be shared as it becomes available.
- **Draft Board Orientation Planning**
A report was attached to provide information about the proposed orientation schedule for new trustees, which is mandatory as per board policy, beginning immediately after election day on Monday, October 20. The trustee orientation topics described in the report are similar to those use in previous years and are based on the trustee orientation expectations identified in Section 2 of Board Policy 3 – The Role of the Trustee. The Board discussed the proposed topics and that it would be beneficial to have them tied to “real-life” scenarios or incorporated into case studies, where possible. The draft orientation schedule and draft Board Meeting calendar dates will be provided to any nominees who submit their intent to run for GPPSD School Board Trustee on Nomination Day (September 20).
- **Grande Prairie Charter School – Response from Minister’s Office**
Superintendent McDonald commented that a response was received on June 9 noting that the Grande Prairie Technical Institute public charter school application was not approved by the Minister of Education and Childcare.

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:

- **Investment Update**
In anticipation of the Bank of Canada interest rate announcement on June 4, 2025, the division strategically invested \$4,000,000 into a GIC with a maturity period of 180 days. This move was made to take advantage of the higher interest rates, 3.02%, available from Royal Bank of Canada (RBC) prior to the announcement. The maturity date of the investment is at the end of November with anticipated interest of \$59,572.60. Year to date, the division has successfully realized investment revenues of approximately \$470,000 against a conservative budget of \$550,000.

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- **Real Property Governance – School Ownership Changes**
On May 29th, the Superintendent, Associate Superintendent and 2 two Business Services Directors attended a webinar hosted by Alberta Infrastructure to provide an update on changes to Bill 50 – Municipal Affairs Statutes and Bill 51 – Education Act as it relates to the future of school ownership in Alberta. There was discussion on the proposed changes, the risks, challenges, and unknowns for the Division, and potential impact to GPPSD. Biggest challenge could be the new school planned for the Kensington subdivision from the 2026-2029 Capital Plan. A meeting will be arranged with the Division and the City of Grande Prairie to discuss the impact on both organizations after the changes are implemented. Recommendation that the Board write a letter to MLA Dyck and MLA Wiebe to request a meeting to discuss the changes to Bill 50 and Bill 51, advocacy items, as well as other topics of interest to the Board.
- **Third Quarter Budget Update**
The Board reviewed the third quarter budget update for the 2024–2025 school year, covering the nine-month period ending May 31, 2025. The report compares the Fall budget with actual results for the first half of the current school year, alongside data from the same period in 2023–2024. The Spring budget, revised in the Fall, reflects updated revenue and expenses related to the school startup process. As a result of these adjustments, budgeted revenue increased by \$795K, bringing the total revenue to \$115,028,052. At the same time, expenses were revised by \$1.2 million to a total of \$11,935,284. These changes resulted in a projected deficit of \$4.3 million, which ensures that the Division remains aligned with the ASO limit. As of the third quarter, the deficit stands at \$3.07 million. When projected over the full 12 months, this brings us closer to our target deficit, with an estimated deficit of \$230K by year-end.
- **Annual Summer Operations and Maintenance Report**
As the school year concludes at the end of June, the Maintenance Department's activity peaks during the summer months. This period allows staff to undertake and complete all the major and minor maintenance projects that cannot be carried out during the school year. For Summer 2025, no major construction projects are planned. There was general discussion on the carryover amount noted in the report.
- **Request for Proposal for External Auditor 2025- 2030**
The RFP for an External Auditor for 2025 – 2030 opened on June 2 and closes on June 18. Administration will have a recommendation for the Board to pass a motion for approval on the June 26th special meeting.

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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:
 - ASBA Zone 1 Meeting – Virtual 2025 06 11
 - ASBA Protection of Privacy Act and Access to Information Act follow up session 2025 06 16
 - Charles Spencer High School Graduation 2025 06 25
 - CSBA Congress 2025 07 03–05
 - Has been changed to virtual due to wildfires
 - PSBC Meeting in Red Deer 2025 08 06-08

Correspondence

- 2025 05 23 Letter from Evergreen Catholic Separate School Division (ECSSD) to Minister of Indigenous Services Canada – re: Jordan's Principle

**IN CAMERA
SESSION**

MOTION: Trustee Martin moved that the Board go in camera to discuss labour relations at 7:35 p.m.

UNANIMOUSLY CARRIED 15765

MOTION: Trustee Ouellette moved that the Board come out of camera at 7:46 p.m.

UNANIMOUSLY CARRIED 15766

**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 Thursday, June 26 at 9:30am, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 7:47 p.m.

Chair

Secretary-Treasurer