

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES  
OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION HELD AT  
CENTRAL OFFICE ON **June 26, 2025**

Board Chair Nellis called the Regular Meeting to order at 9:33 a.m., acknowledged that the Board is on Treaty 8 Land, and reviewed the Division's Universal Guiding Principles, with the following present:

**PRESENT**

Trustees Johnston, Koch, Martin, Nellis, 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).

Virtual: Trustee Buziak, Trustee Johnston, and Trustee Ouellette

**ADOPTION OF  
AGENDA**

Adoption of Board Agenda

The Board reviewed the Special Board Meeting agenda.

**MOTION:** Trustee Koch moved that the Board adopt the Special Board Meeting agenda with the addition of an In Camera section at the end of the meeting to discuss labour relations.

UNANIMOUSLY CARRIED 15767

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

No conflicts.

**NEW BUSINESS**

Appointment of External Auditor

Associate Superintendent Oladele commented on the RFP and Evaluation process. A Request for Proposal (RFP) was posted on the Alberta Purchasing Connection (APC) website, the official procurement platform for Alberta's public sector. The RFP was issued on May 30, 2025, with a closing date of June 18, 2025. The Division received one submission on June 12, 2025.

The evaluation committee recommends that the Board appoint Fletcher Mudryk LLP as the Division's financial statement auditor for a five-year term. Fletcher Mudryk is a local firm with an established track record, having successfully served as the Division's auditor for the past five years. Their proposal includes maintaining the same audit team, ensuring continuity and familiarity with Division operations.

There was discussion on the Request for Proposal document, as well as whether there were concerns with receiving only one bid.

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It was noted that June is the busy season for many accounting firms, so that could have impacted additional submissions.

**MOTION:** Trustee Martin move that the Board appoint Fletcher Mudryk LLP as the Division's financial statement auditor for a five-year term, beginning with the fiscal year ending August 31, 2025.

UNANIMOUSLY CARRIED 15768

Superintendent Evaluation Committee

- Board Policy 19 – Evaluation of Superintendent of Schools – proposed updates  
Chair Nellis commented on the proposed updates to Board Policy 19 following recommendations from the Committee at the May 29 and June 18 meetings.
- Board Policy 8 – Committees of the Board – proposed updates  
Chair Nellis commented on the proposed updates to Board Policy 8 following recommendations from the Committee at the May 29 and June 18 meetings.

**MOTION:** Trustee Buziak moved that the Board adopt Board Policy 19 – Evaluation of the Superintendent of Schools and Board Policy 8 – Committees of the Board as presented.

UNANIMOUSLY CARRIED 15769

Selection of Superintendent/CEO

Board Chair Nellis commented on the Superintendent Recruitment process and that both GPPSD staff and families with students in Division schools were surveyed about what they are looking for in the next Superintendent of Schools.

**MOTION:** Trustee Koch moved that the Board of Trustees appoint Mr. James Robinson to the position of Superintendent of Schools/CEO of Grande Prairie Public School Division, effective January 1, 2026.

UNANIMOUSLY CARRIED 15770

Board Chair Nellis congratulated Mr. Robinson on his appointment and expressed gratitude to the Board for their work on the selection process. Mr. Robinson thanked the Board for their support and trust and expressed gratitude for the appointment.

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**IN CAMERA  
SESSION**

**MOTION:** Trustee Martin moved that the Board go in camera to discuss  
labour relations at 9:52 a.m.

UNANIMOUSLY CARRIED 15771

**MOTION:** Trustee Koch moved that the Board come out of camera at  
10:01 a.m.

UNANIMOUSLY CARRIED 15772

**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,  
August 19 at 6:00pm, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 10:01 a.m.

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Chair

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Secretary-Treasurer