



**Grande Prairie
Public School
Division**

AGENDA
Regular Meeting of the Board of Trustees of the
Grande Prairie Public School Division
Tuesday, September 9, 2025 6:00PM

1. CALL TO ORDER and INTRODUCTIONS		
a.	National Anthem, Territorial Land Recognition, and Board Universal Guiding Principles	Board Chair Nellis
b.	Adoption of the Agenda	Board Chair Nellis
c.	Trustee Self-Declaration of Conflict of Interest	Trustees
d.	Approval of the Minutes <ul style="list-style-type: none"> Committee of the Whole 2025 08 19 Regular Board Meeting Minutes 2025 08 19 	Board Chair Nellis
e.	Business Arising from Previous Minutes	
2. DELEGATIONS, PRESENTATIONS and SYSTEM LEADERSHIP REPORTS		
a.	No Delegations or Presentations	
3. COMMITTEES AND REPORTS		
a.	Board Chair Report <ul style="list-style-type: none"> Meeting with MLA Dyck and MLA Wiebe 2025 09 02 	Board Chair Nellis
b.	Advocacy and Engagement Committee <ul style="list-style-type: none"> 2025 08 19 Advocacy and Engagement Committee Minutes for information only 	Trustee Martin
c.	Board Policy Committee <ul style="list-style-type: none"> 2025 09 09 Board Policy Committee Meeting 	Vice Chair Koch
d.	Governance Minute	Trustee Johnston
e.	Individual Trustee Reports (round table)	Trustees
f.	Superintendent's Report <ul style="list-style-type: none"> DRAFT Board Workplan New Curriculum Resources Feedback Learning Commons Implementation Update Division Family Fun Run 2025 09 20 2025 School Board Trustee Election Videos Off Campus Trades Education Planning Board Orientation Planning Items for Action or Discussion <ul style="list-style-type: none"> 56th Annual Board Social 2025 10 04 DRAFT Governance Framework Board of Trustees Attendance Request Form 	Superintendent McDonald

	<ul style="list-style-type: none"> Teacher Trustee Liaison Committee (TTLIC) and Non-Instructional Liaison Committee Planning 	
g.	<p>Associate Superintendent of Business Services Report</p> <ul style="list-style-type: none"> SCORES Agreement 2024-2025 Audit Planning GP Christian Expansion Letter 	Associate Superintendent Oladele
4. NEW BUSINESS		
a.	Trustee Professional Learning and Sharing	Trustees
b.	<p>Upcoming Dates and Events</p> <ul style="list-style-type: none"> Board Workplan 2025 – 2026 	Trustees
c.	<p>Correspondence</p> <ul style="list-style-type: none"> 2025 08 21 Letter from Minister of Education and Childcare to GP District Society for Christian Education re: Long-term Lease Request 2025 08 27 Letter of Condolences to Chomyc Family 2025 08 29 Letter from Wolf Creek Public School Board to Premier of Alberta -Premiers Statement in Edmonton Journal 	Board Chair Nellis
d.	In-Camera	Board Chair Nellis
e.	Actions Arising from In-Camera Discussion	Board Chair Nellis
f.	Actions Arising from Presentations or Delegations	Board Chair Nellis
g.	Next Meeting and Adjournment	Board Chair Nellis

COMMITTEE OF THE WHOLE - MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL
DIVISION HELD AT CENTRAL OFFICE ON **August 19, 2025**

Board Chair Nellis called the Committee of the Whole meeting to order at 5:00 p.m. with the following present:

PRESENT

Trustees Johnston, Koch, Martin, Nellis, Ouellette (5:04pm), Superintendent McDonald, Deputy Superintendent Robinson, Associate Superintendent Oladele, Executive Assistant, Business Services Crichton and Secretary to the Board Westwater (minutes).

Virtual: Trustee Buziak

Superintendent McDonald added an addition to agenda:

- Charter School Update

Board Request for Letter to Minister re: Funding

Superintendent McDonald noted that a DRAFT letter was prepared by Administration following the June 10, 2025 Committee of the Whole Meeting as per direction from the Board. On June 13, the Deputy Minister of Education and Childcare notified ASBA of an increase to additional grants for school divisions in Alberta for the 2025/26 school year.

Superintendent McDonald advised against sending the draft letter on behalf of the Board. There was discussion on:

- Whether the grant increases will be sufficient for the programs.
- Whether there would be potential to revisit sending the letter at a later date once grant figures are quantified for the division.
Superintendent McDonald recommended revisiting whether to send the letter prior to Budget 2026 in the spring.
- Minister's Taskforce on Complexity.

**BOARD
GOVERNANCE**

The Board thanked Administration for their work and agreed that the correspondence is not sent at this time.

Meeting with MLA's September 2, 2025 – finalize agenda items/topics

The Board reviewed the DRAFT agenda items for the meeting with MLA Dyck and MLA Wiebe on September 2, 2025 at Central Office.

- The Board confirmed the agenda items on behalf of GPPSD and asked the Executive Assistant to finalize the agenda with both MLAs offices.

Administrative Procedure and Policy Updates

Superintendent McDonald noted that a considerable number of changes are required to division Administrative Procedures and Board Policy 20, as a result of the changes in legislation in the Education Amendment Acts of 2024 and 2025, the Fairness and Safety in Sport Act, the Learning

COMMITTEE OF THE WHOLE - MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL
DIVISION HELD AT CENTRAL OFFICE ON **August 19, 2025**

Commons materials Ministerial Order, and the changes to Alberta's Privacy Legislation. The proposed amendments to Board Policy 20 will be discussed at the August 19 Regular Board Meeting for approval.

2025-2026 Meeting Schedule and Board Practices – recommendation to new Board

The Board reviewed the report and draft meeting schedule for the 2025-2026 school year. Trustees were asked to identify a consensus position on the meeting schedule structure, start time, and recording and posting practice. The recommendation will be presented to the new board following the October 20 municipal election, to inform them of their decision-making regarding meeting scheduling to occur at the 2025-2026 Annual Organizational Meeting. A Board motion is required if there are significant changes recommended.

The Board thanked Superintendent McDonald for the report and recommended the Status Quo Meeting Schedule and start times for 2025-2026 for the new Board of Trustees.

2025 – 2026 Trustee Compensation Recommendation to New Board

Associate Superintendent Oladele discussed that, in preparation for the 2025 School Board election, the Board of Trustees tasked Public Members of the Audit Committee, along with Administration, to review the current compensation structure for School Board Trustees.

- The purpose was to evaluate potential adjustments, provide recommendations for how and when trustee compensation could be adjusted. The review focused on the following key areas:
 - Compensation Adjustments
 - Benefits Package
 - Comparison with Other Divisions
- The Board thanked Associate Superintendent Oladele for the informative report. There was discussion on the Audit Committee's recommendations.

Charter School Update

Board Chair Nellis and Superintendent McDonald were notified in early July, through correspondence from the Minister of Education and Childcare, that the Charter School application for Grande Prairie Technical Institute has been approved for a start date of September 2026.

ADJOURNMENT

Chair Nellis called the Committee of the Whole Meeting closed at 5:43 p.m.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

Board Chair Nellis called the Regular Meeting to order at 6:03 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 Johnston, Koch, Martin, Nellis, Ouellette, Superintendent McDonald, Associate Superintendent Business Services Oladele, Deputy Superintendent Robinson, Executive Assistant Business Services SheraLea Crichton, (recorder), and Secretary to the Board Amanda Westwater (minutes).

Virtual: Trustee Buziak

**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 "Board Chair Report" as item 3.a.
- Addition of In Camera item at end of meeting to discuss labour relations

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

UNANIMOUSLY CARRIED 15773

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

No conflicts.

MINUTES

Committee of the Whole Meeting of June 10, 2025

The Board reviewed the Committee of the Whole Meeting minutes of June 10, 2025.

MOTION: Trustee Ouellette moved to adopt the minutes of the Committee of the Whole Meeting of June 10, 2025, as circulated.

UNANIMOUSLY CARRIED 15774

Regular Board Meeting of June 10, 2025

The Board reviewed the Regular Board Meeting minutes of June 10, 2025.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

MOTION: Trustee Johnston moved to adopt the minutes of the Regular Board Meeting of June 10, 2025, as circulated.

UNANIMOUSLY CARRIED 15775

Special Board Meeting of June 26, 2025

The Board reviewed the Special Board Meeting minutes of June 26, 2025.

MOTION: Trustee Martin moved to adopt the minutes of the Special Board Meeting of June 26, 2025, as circulated.

UNANIMOUSLY CARRIED 15776

**BUSINESS ARISING
FROM THE MINUTES**

None to report.

**DELEGATIONS,
PRESENTATIONS
and SYSTEM
LEADERSHIP
REPORTS**

Summer School Summary and Career Pathways Planning

Deputy Superintendent Robinson noted that the division's grade 9-12 summer school session provided flexible learning options for a number of division students. The second year of operation saw an increase in credit attainment by GPPSD students of 7%.

Director of System Planning, Kim Frykas, provided the board with an overview of the division's summer school programming. Summer School programming is a strategy to support students and the Division Three Year Education plan. This is the second year in which programming was offered to division students enrolled in grade 9-12 in the 2024/2025 school year from July 2 – July 25, 2025.

There was discussion on:

- Additional course offerings for 2025 year; including in-person, online, off campus, and Career and Technology Studies (CTS).
- The Registered Apprenticeship Program (RAP).
- Engagement with other local school boards about offering the same summer school programming next year so we can expand the courses availability with more teachers available.
- Additional advertising for summer school programming in 2026.
- The reasons why most student attending summer school include credit recovery, fast-tracking course credits, and taking courses that were not available in their timetables during the regular school year.
- Whether the summer school programming is self-sustaining. Director Frykas confirmed that the program is self-sustaining with potential to generate a small amount of revenue in the future to offset supporting

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

the dual credit programs with Northwestern Polytechnic and Northern Lakes College.

Director Frykas provided an update to the Career Pathways planning and distributed a 1-page handout that provides a more simplified outline of the Career Pathways program. The slogan was updated after discussion and input from the Student Advisory Committee to “Your Future, Your Way”.

The Board thanked Director Frykas for the update and thanked administration for their work on the summer school programming and continued efforts with the Career Pathways Framework.

**COMMITTEES AND
REPORTS**

- Board Chair Report
- Board Chair and Superintendent have been invited to a Ministerial Engagement session on September 29 in Calgary.
- Funding Letter to Minister of Education and Childcare
The letter was discussed at the June 10 Committee of the Whole Meeting will not be sent on behalf of the Board as there was additional grant funding announced shortly after the Board discussed the topic.
- Alberta School Boards Association Update
Trustee Buziak commented on the virtual ASBA Zone 1 meeting on June 11, 2025 and provided highlights from the session. The meeting was changed to virtual due to the wildfires around Fort Vermillion.
- Public School Boards' Association of Alberta Update
Vice-Chair Koch commented on the PSBC meeting held August 6-8, 2025 in Red Deer and provided highlights from the meeting. PSBAA Long Service Recognition certificates were presented to Trustees Ouellette, Martin, and Board Chair Nellis for 8 years of service.
- Advocacy and Engagement Committee
The June 10, 2025 meeting minutes were included for information. Trustee Martin commented on the Advocacy and Engagement Committee meeting held August 19, 2025. The Committee discussed the finalized Advocacy and Engagement Tracker, reviewed the DRAFT Governance Framework, topics for the upcoming meeting with MLAs in September, DRAFT Attendance Request Form to invite Trustees to school and community events, and ASBA Awards. The Committee reviewed draft versions of the Trustee Election FAQ videos, which will be posted on YouTube, promoted through social media, and with School Councils and School sites.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

- Governance Minute

Trustee Martin discussed the importance of Trustees maintaining their focus on governance matters, rather than involvement in daily operational details, which can blur roles and create confusion. Trustees are responsible for decision-making at the system level, and once a decision is made, the Board speaks with one voice through governance.

Next Governance Minute will be completed by Trustee Johnston at the September 9 Regular Board Meeting; Trustee Ouellette on September 23; Trustee Buziak on October 14.

Individual Trustee Reports

Vice-Chair Koch attended the Reading University Graduation at the end of July and commended RU for their ongoing dedication to student growth.

Board Chair Nellis commented on the Charles Spencer High School Graduation, held on June 25.

Superintendent's Report

Items for Information

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

- **Alberta School Councils Association Meeting Management Workshop**
The fall professional learning session discussed with School Council Chairs has been arranged with the Alberta School Councils Association Executive Director and is tentatively scheduled for Thursday, September 18. The Secretary to the Board will email trustees and School Council Chairs in late August with event details and an RSVP request by September 12. Chairs and principals will be asked to share the information with their school councils to encourage participation. The event will proceed once a majority of school councils confirm, with further details to follow after September 12.
- **Ministers Taskforce on Aggression and Complexity**
On June 30, the Minister of Education and Childcare announced the development of an Aggression and Complexity in Schools Action Team to find ways to reduce disruptions and strengthen supports for both students and educators within their learning environments. The action team's mandate is to develop recommendations for the Minister of Education and Childcare on both immediate and long-term actions to better support students and educators across the province.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

While initial meetings were expected to occur over the summer, no information has been shared to date, and updates are expected later this fall.

- **Board Policy and Administrative Procedure Updates**
A considerable number of changes are required to division Administrative Procedures, and one small change to Board Policy 20, as a result of the changes in legislation in the Education Amendment Acts of 2024 and 2025, the Fairness and Safety in Sport Act, the Learning Commons materials Ministerial Order, and the changes to Alberta's Privacy Legislation. Members of the system leadership team have built a structured process to introduce the various changes to school administrators and to support them with introduction to different changes over time.
- **Teaching and Learning Updates for 2025-2026**
At the end of June, changes to the elementary report card format were announced to school leadership, based on suggestions and feedback provided by school leadership during 3 working group sessions. Changes made to improve the effectiveness of the report card include improving the process for teachers to provide comments to parents and improvements to the software that will improve the process teachers use to generate report cards.

The telephone-assisted live interpretation services introduced last year have been expanded this year and will be communicated to parents beginning the first day of school. Posters have been developed and will be placed in school offices and posted on the division's website to promote the service to parents. Information can be found in the parents section of the division website at [Interpreting Services | Grande Prairie Public School Division](#).

- **New Curriculum Implementation**
The new curriculum implementation continues, with Social Studies mandatory in Kindergarten to grade 3. Social Studies will be optional in grades 4-6 junior high, with mandatory implementation beginning in September of 2026. At the secondary level, draft curriculums for mathematics, physical education and wellness, and social studies were released for grades 7 to 9 in June of 2025 and are available for viewing on the new Learn Alberta website. Draft curriculum for grade 7 to 9 career education and financial literacy will be released in summer 2025. During the 2025/26 school year, optional field testing of curriculum will occur prior to optional classroom piloting in 2026/27. Mandatory implementation of these grade 7 to 9 curriculums will take place in the 2027/28 school year.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

There was discussion on resources to support the new curriculum. Additional information will be brought back to the September 9 Regular Board Meeting.

- Alberta Education Literacy and Numeracy Assessment Date Updates
Based on feedback from the June Literacy and Numeracy Screening Survey, Alberta Education and Childcare are making changes to the elementary literacy and numeracy screening assessment dates in the fall and winter sessions. Feedback was provided by Alberta teachers and leaders that the assessments were delivered too early and for the current year the administration of the screens will begin one week later. The specific dates for the 2025/26 school year are as follows:
 - Fall screening dates from September 15 to October 3, 2025.
 - Winter screening dates from January 19 to February 6, 2026.
 - Spring screening dates from May 11 to 29, 2026.

Items for Action or Discussion

- Board Policy 20: Welcoming, Caring, Respectful and Safe Working and Learning Environments
Superintendent McDonald noted that Bill 27, the Education Amendment Act of 2024, contains content that requires a minor change to Board Policy 20, regarding the expectations of how school staff will work with parents to support students working through issues related to their gender identity. The Board discussed proposed amendments to Section 11 of Board Policy 20.

MOTION: Trustee Nellis moved the Board approve the change to Board Policy 20 as presented.

CARRIED 15777

For: Trustees Nellis, Johnston, Koch, Buziak

Opposed: Trustees Martin, Ouellette

- Recommendation to new Board re: 2025-2026 Board Meeting Schedule
As discussed in Committee prior to the end of the 2024-2025 school year, trustees were asked to review the potential change to the traditional board meeting practices and schedule for the purpose of making a recommendation to the new board at their October organizational meeting. The Board was in favour of maintaining the traditional Board Meeting Schedule – 2 public meetings per month, one Committee of the Whole on the first meeting of the month (if required). There were no recommended changes from the Board. The meeting schedule will be presented by the Superintendent at the Annual Organizational Meeting set for October 28, 2025.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

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:

- Recommendation to new Board re: 2025-2026 Trustee Compensation
Associate Superintendent Oladele discussed that, in preparation for the 2025 School Board election with nominations opening in January 2025, the Board of Trustees tasked Public Members of the Audit Committee, along with Administration, to review the current compensation structure for School Board Trustees. The purpose was to evaluate potential adjustments, provide recommendations for how and when trustee compensation could be adjusted.
The review focused on the following key areas:
 - Compensation Adjustments
 - Benefits Package
 - Comparison with Other Divisions

Preliminary discussions occurred at the June and August Committee of the Whole meetings. The Board thanked Associate Superintendent Oladele for the informative report.

MOTION: Trustee Ouellette move that the Board of Trustees amend Board Policy 7.1.6 to index its annual compensation to the Alberta Teachers' Association's (ATA) negotiated settlement from the start of the 2026/2027 school year.

UNANIMOUSLY CARRIED 15778

MOTION: Trustee Martin move that the Board of Trustees approve Option 1 – Status Quo for Trustee benefits, as outlined in the report.

UNANIMOUSLY CARRIED 15779

MOTION: Trustee Martin move that the Superintendent recommend the Organizational meeting be held in June instead of August beginning in the 2026-2027 school year.

CARRIED 15780

For: Trustees Nellis, Johnston, Koch, Martin, Ouellette
Opposed: Trustee Buziak

- Grande Prairie Composite High School Expansion - Design
The Division has received confirmation of design funding from the Province for the planned expansion of the Composite High School, which was announced in March as part of Alberta Education's Capital

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

Plan. This funding now allows the Division to proceed with the design phase of the project in preparation for construction. On August 8, 2025, the Associate Superintendent and Director of Maintenance and Operations met with representatives from Alberta Education and Alberta Infrastructure to review the preliminary scope and budget. The next step is to finalize the project agreement with the Province. Once approved, internal work can begin to support a timely launch.

- Grande Prairie Christian School Update
Alberta Education and Childcare has approved the Division's lease funding request for the 2025-26 school year in the amount of \$404,777 for the Grande Prairie Christian School lease. As the facility is owned by GPCS Society, the funding is typically transferred to them as a lease payment. The 2025-26 Approved Budget had projected \$391,670 in lease support from the Province, making the approved amount \$13K higher than anticipated.

NEW BUSINESS

Trustee Professional Learning and Sharing
Nothing to report.

Upcoming Dates and Events

- Board Workplan
The Board reviewed the Board workplan as information. Superintendent McDonald noted that the new DRAFT workplan for the 2025 – 2026 school year will be finalized and distributed to Trustees at the next Regular Board Meeting on September 9.

Correspondence

- 2025-06-19 Letter from Sturgeon Public School Division to Ministers re: Inter-Ministerial Collaboration

**IN CAMERA
SESSION**

MOTION: Trustee Martin moved that the Board go in camera to discuss labour relations at 7:16 p.m.

UNANIMOUSLY CARRIED 15781

MOTION: Trustee Koch moved that the Board come out of camera at 7:34 p.m.

UNANIMOUSLY CARRIED 15782

**ACTIONS ARISING
FROM IN CAMERA**

No actions.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION
HELD AT CENTRAL OFFICE ON **August 19, 2025**

**NEXT MEETING AND
ADJOURNMENT**

Next Board Meeting and Adjournment

The next meeting of the Board of Trustees is scheduled for Tuesday,
September 9 at 6:00pm, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 7:35 p.m.

Chair

Secretary-Treasurer



**Grande Prairie
Public School
Division**

Advocacy and Engagement Committee

Meeting Minutes

Tuesday, August 19, 2025

Education Collaboration Room

PRESENT: Rob Martin – Trustee (Chair)
Joan Nellis - Trustee
Donna Koch – Trustee (arrived at 3:42pm)
Sandy McDonald – Superintendent
James Robinson – Deputy Superintendent
Amanda Westwater - Secretary to the Board (minutes)

1. Call to Order

Trustee Martin called the meeting to order at 3:42 p.m.

2. Minutes

The minutes for June 10, 2025, Advocacy and Engagement Committee were submitted to the Committee via email. The Committee accepted the minutes as circulated.

3. Finalized Advocacy and Engagement Tracker Review

The Committee reviewed the finalized Advocacy and Engagement Tracker and approved its use for the 2025-2026 school year. There was discussion on the letter to the Minister re: funding.

4. Review DRAFT Governance Framework

The Committee reviewed the DRAFT Governance Framework and discussed:

- All committee members are in favour of the look and content in the framework.
- Minor updates required to section titles and formatting:
 - Committees of the Board/School Division Committees
 - Monitoring Student Growth – include some information on Assurance Meetings
 - Monitoring Financial Health – duplication of “monitoring”
 - Zone & Provincial Meetings / Zone and Provincial Associations

Recommendation: Superintendent to bring to a September Regular Board Meeting for final approval.

5. Meeting with MLAs on September 2, 2025 – discuss potential topics

The Board will be meeting with MLA Dyck and MLA Wiebe to discuss various advocacy items on September 2, 2025. Discussion on topics for the agenda include:

- Welcome and Introductions
- Capital Plan Review – not as in-depth as the other topics
- Real Property Governance Act

- System Complexity
- System Administration and Governance Reserve Cap – as discussed at Premiers Town Hall earlier this summer. Tell MLAs what the facts are about that and how it's spent.
- Roundtable at end of the meeting
- No enrollment update

6. Review DRAFT Board of Trustees Attendance Request Form

The Committee reviewed the DRAFT Attendance Request Form that can be completed to invite Trustees to attend GPPSD school and community events.

Recommendation: Secretary to add to the September 9 Regular Board Meeting for review and final approval.

7. ASBA Awards Discussion

The Committee discussed the ASBA Awards with a September 16 submission deadline:

- Community Engagement Award
- Distinguished Service Award
- School Board Innovation and Excellence Award
- Trustee Recognition

Recommendation: Do not submit nominations for ASBA awards this year.

8. Next Meeting

- September 23rd at 3:30pm

Meeting adjourned at 4:22 pm



DATE: September 9, 2025

TO: Board of Trustees

FROM: Sandy McDonald, Superintendent of Schools

SUBJECT: Superintendent's Report

REFERENCE: Board Policy 2 – The Role of the Board, Board Policy 18 – Superintendent of Schools/CEO Roles and Responsibilities. Superintendent Leadership Quality Standard.

ITEMS FOR INFORMATION

DRAFT BOARD WORKPLAN

The Board Workplan for the year is attached for information. It is designed in a new format to separate the months at a glance and improve utility of the plan. It will continue to be updated and presented monthly as part of the board meeting packages. Note: Because Remembrance Day occurs on the second Tuesday of November, and the regular board meeting is tentatively scheduled for November 18, a conflict is created for the fall Alberta School Boards Association and Public School Boards Association general meetings. The conflict, which will need to be addressed at the Organizational Meeting, exists for both the November 18 meeting and the second day of the board orientation, scheduled for November 20.

NEW CURRICULUM RESOURCES

At the August 19 Board meeting trustees asked for an update regarding the availability of resources to support the new core curriculum that is being developed and implemented and new instructional topics that have been impacted by new provincial legislation. Director of Teaching and Learning, Corinne Kruse, shared the following update:

- Alberta Education and Childcare issued a call for resources in June, 2025 and resources are continuing to be submitted for review. The content is still relatively limited for the new curricula, but continues to be developed. As resources for core curriculum subjects continue to be updated and identified on the New Learn Alberta website, division curriculum leads from the Teaching and Learning department are reviewing them and sharing with schools.
- Recently a list of approved learning and teaching resources that deal primarily and explicitly with gender identity, sexual orientation or human sexuality and the list of approved external parties using or providing learning and teaching resources that deal primarily and explicitly with gender identity, sexual orientation or human sexuality were made available on the New Learn Alberta Website. The curriculum leads are developing a proposal to form a teacher working group to develop units and lessons that will use approved resources and that teachers across the division can use as the core of their instruction in this area.

LEARNING COMMONS IMPLEMENTATION UPDATE

Our approach to meeting the Ministerial Order re: school learning commons books, is to work with principals and develop a standard system plan and process that will allow us to support all schools, regardless of size. At the administrator's start up meeting, Director of Teaching and Learning, Corinne Kruse, shared the primary changes that are being made to Administrative Procedure 250 – Learning Commons. A new Administrative Procedure is also being developed to provide guidance re: the selection

of learning materials and which will include a form for parents or citizens to request reconsideration of resources. Additionally, updates will be made to the existing Administrative Procedure 251 – Challenge to Learning Materials.

Following the review of the changes, a subcommittee of principals was struck to review the content and to develop a strategic plan for communicating the new changes with classroom teachers and supporting all staff to meet their responsibilities under the new legislation. A key priority is auditing all school and classroom libraries for books containing explicit sexual content by October 1, 2025. The Information Technology department is supporting the work to use the division's common library software to audit collections. As of the Minister's announcement to pause implementation of the Ministerial Order on September 8, work in the division to refine a process for auditing library collections has been paused.

A positive support for the work on this topic has been the willingness of Teaching and Learning leadership from across the province to share resources, processes, and tools with colleagues from across the province.

DIVISION FAMILY FUN RUN

The GPPPSD Annual Division Fun Run is set for September 20, 2025 at the Legion Field. Trustees are invited to attend, from 8:30am-10:30am, and join our Kindergarten to grade 6 students and their families. The Fun Run is a great opportunity for students to gather as part of their school community and show pride for their school. The event starts with a family walk-a-thon, followed by the grade-level student runs.

2025 SCHOOL BOARD TRUSTEE ELECTION VIDEOS

The videos created by trustees to promote the work of trustees for the public and potential candidates for the 2025 municipal election are available on the division YouTube page and also linked on the division election website. The videos, available online at [Role of a School Board - Trustee 2025 Election](#) will also be promoted via newsletters and social media.

OFF CAMPUS TRADES EDUCATION PLANNING

System leadership from all three local school divisions met with the Grande Prairie Construction Association on September 8 to discuss an ongoing partnership to support Career Education in the Grande Prairie area. Resources, for students in grades 1-6 that focus on skilled trades, from [Honour The Work](#) a Canadian company that is partnered with Calgary Construction Association and surrounding school divisions, were shared with members from the construction association.

The concept of summer Career and Technology week-long camps was also discussed. The members from the Construction Association will be taking this information back to their board meeting on September 10th to discuss how we can collaborate moving forward.

Future meetings will begin to explore the potential of sharing a facility and further enhancing the existing partnership between local divisions to enhance and build the program in the future.

BOARD ORIENTATION PLANNING

The draft board workplan described earlier contains the following orientation schedule for the new board:

- **Monday, October 20 – Election Day.**

- **Thursday, October 23 – First day of orientation.**

The focus of this first day will be twofold; it will be organizational, where trustees sign their paperwork, get their laptops, etc., and it will focus on the board's governance role and select policies that describe board meeting functions, the role of individual trustees, and the role of the board. It will end with a walk through of the Board's Organizational Meeting and the Regular Meeting Agenda, to prepare the new board for their first meetings on October 28.

- **Tuesday, October 28 – Annual Organization Meeting and First Regular Meeting**

- **Thursday, November 20 – Second day of orientation**

Additional detailed information to support the new board will be included in the board meeting package for November 18, and reviewed on November 20. The second full day of orientation for the board on November 20 will introduce the new board to the 3-Year Education Plan and engage them in a review the draft Annual Education Results Report.

The recommendations for consideration at the organizational meeting re: trustee compensation, the draft schedule of board meeting dates, and the moving of the 2026-2027 annual organizational meeting to June 23, 2026, at 5:00 pm will be shared this day as well.

ITEMS FOR ACTION OR DISCUSSION

56th BOARD SOCIAL PLANNING

The 56th Board Social is scheduled for earlier this year, to accommodate the municipal election, and is planned for Saturday, October 4th. Tara Centre at Evergreen Park. As discussed, the invitations have been distributed to all staff and retirees, reflecting an increase in ticket price from \$10 to \$15 for everyone, and to all casual and temporary staff who have worked more than 40 days in the previous year. The 40-day requirement was chosen as a strategy to manage the size of the event. The division has reserved additional seating to accommodate the increased number of staff receiving invitations. Close to 100 casual or temporary staff have been invited to the event.

Also new this year is the opportunity to reserve tables so staff from each school or work location can sit together. Seats are still purchased individually, but if your worksite would like to reserve tables, an administrator or site manager can contact Human Resources to reserve a table or tables.

Trustee confirmation of attendance, and participation in the following roles, presented as a draft, are required:

2024 Trustee Ceremony Participation	2025 Trustee Ceremony Participation
Emcee: Superintendent McDonald	Emcee: Superintendent McDonald
Photos: <ul style="list-style-type: none"> • Retirees – Chair Nellis • 10 Year Long Service – Trustee Ouellette • 15 Year Long Service – Trustee Koch • 20 Year Long Service – Vice Chair Koch • 25 Year Long Service – Vice Chair Koch • 30 Year Long Service – Trustee Johnston • 35 Year Long Service – Trustee Johnston • 40 Year Long Service – Trustee Johnston • Exemplary Staff – Chair Nellis 	Photos: <ul style="list-style-type: none"> • Retirees – Chair Nellis • 10 Year Long Service – Trustee Johnston • 15 Year Long Service – Trustee Buziak • 20 Year Long Service – Trustee Martin • 25 Year Long Service – Trustee Ouellette • 30 Year Long Service – Trustee Ouellette • 35 Year Long Service – Vice Chair Koch • 40 Year Long Service – Vice Chair Koch • Exemplary Staff – Chair Nellis

Some uncertainty re: the event currently exists, however, as the number of people who have signed up for the event at this stage is considerably less than usual at this point. Organizers are curious if the uncertainty around potential labour uncertainty is influencing the RSVP list.

A verbal update on registrations will be provided at the meeting to inform board discussion regarding contingency planning.

DRAFT GOVERNANCE FRAMEWORK

A draft final copy of the Board Governance Framework is attached for trustee review and board discussion. As reviewed previously, the content has been developed based on board and committee discussions and is grounded in Board Policy and provincial legislation.

The framework has been developed to build understanding for internal and external stakeholders re: how the Board of Trustees of the Grande Prairie Public School Division defines and enacts governance. Publishing the framework on the division website and distributing it to stakeholder groups for review also provides an opportunity to highlight the work of the board.

The draft is attached for discussion. The Framework also has potential to support candidates in the upcoming municipal election, and in addition to being posted on the division website, if it is approved by the board, it could be distributed to the final list of candidates for trustee in the introductory email sent September 23, after nomination day ends at noon on September 22.

Administration is requesting direction from the board to affirm the final content and to distribute the Framework as described above.

TRUSTEE ATTENDANCE REQUEST FORM

Administration is proposing a formalization of the process inviting trustees and the board to attend internal and external events. The purpose of this change is to support the organization of board calendars and to support communication in general within the division and the community.

The proposed process is to ask all individuals, schools, school councils, and external organizations to use an online form to invite trustees to attend an event. The draft form prepared by Mrs. Westwater is attached for review.

The form, which is attached, gathers all the information required by Mrs. Westwater to create calendar invitations for trustees and it also provides valuable information to event organizers by making reference to [Administrative Procedure 155 – Protocol for Trustee Recognition at School or Public Events](#).

Included with the development and distribution of this form will be a call to action to event organizers and trustees to support its use by directing all requests for trustee/board presence at events to Mrs. Westwater for use of the form. The use of calendar invitations, and accepting or declining calendar invitations, will support the effective use of both staff and trustee time and will help our communications department to build an inventory of pictures of trustees engaged in their roles across the division and the community.

TEACHER TRUSTEE LIAISON COMMITTEE (TTLC) AND NON-INSTRUCTIONAL LIAISON COMMITTEE PLANNING

The first TTLC meeting is currently scheduled for Wednesday, October 15 and the first Non-Instructional Liaison Committee meeting is scheduled for Wednesday, October 22. These two meetings fall immediately before, and immediately after, the election.

There is no issue with the TTLC meeting scheduled for October 15. The October 22 meeting is scheduled prior to the establishment of the committee assignments for the new board. Administration is recommending that meeting be cancelled for the year, as has occurred previously. The Employee's Association executive could be informed that a deviation from the terms of reference for that committee, which require the first meeting to be held prior to October 30, is necessary due to the election and that the that first meeting of the committee could be rescheduled to a November date and then the regular schedule could begin on January 21.

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN

Note: agendas, minutes, and links to the meeting recordings are available on the division website, at: <https://www.gppsd.ab.ca/our-board/board-meetings>.

Regular Meetings of the Board are open for the public to attend in person and are held in the Board Room of the division office at 10127 – 120 Avenue.

Information about board and committee meetings, including the process for individuals or delegations to present to the board, is available in Board Policy 7 – Board Operations, available on the division website, at: <https://www.gppsd.ab.ca/our-board/policies-and-bylaws>.

AUGUST

Date	Event	Governance Description
Tuesday August 19	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday August 19	Committee of the Whole (5:00 pm)	Board Committee of the Whole Meeting
Tuesday August 19	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> • Summer School Participation Summary Report • Career Pathways Planning 	Regular Board Meeting

SEPTEMBER

Date	Event	Governance Description
Tuesday September 2	Meeting with MLAs (1:30pm)	Advocacy and Stakeholder Engagement
Tuesday September 9	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday September 9	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> • Division Assurance Survey Summary 	Board Committee of the Whole Meeting
Tuesday September 9	Regular Public Meeting (6:00 pm)	Regular Board Meeting
Wednesday September 17	ASBA Zone 1 Meeting (10:00am) GP Catholic School Division	External Board/Committee
Thursday September 18	ASCA Council of School Council's Workshop (5:00pm)	Parent Engagement
Tuesday September 23	Advocacy and Engagement Committee (3:30pm)	Standing Committee Meeting
Tuesday September 23	Regular Public Meeting (6:00pm)	Regular Board Meeting

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



OCTOBER

Date	Event	Governance Description
Tuesday October 7	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Wednesday October 8	ASBA Zone 1 Meeting (10:00am) High Prairie School Division	External Board/Committee
Tuesday October 14	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday October 14	Committee of the Whole (5:00 pm) <ul style="list-style-type: none"> Annual Staff Exit Survey Data Summary 	Board Committee of the Whole Meeting
Tuesday October 14	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Annual Student Enrollment Summary 	Regular Board Meeting
Wednesday October 15	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Monday October 20	Municipal Election Day	
Wednesday October 22	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Thursday October 23	First day of trustee orientation and Mock Board Meeting (9:00am)	Board Development
Tuesday October 28	Annual Organizational Meeting (5:00pm) <ul style="list-style-type: none"> Board Meeting Schedule Trustee Compensation Recommendation 	Annual Board Organizational Meeting
Tuesday October 28	Regular Public Meeting (6:00pm)	Regular Board Meeting

NOVEMBER

Date	Event	Governance Description
Wednesday November 12	ASBA Zone 1 Meeting (10:00am) Peace Wapiti School Division	External Board/Committee
Sunday November 16 – Tuesday November 18	ASBA Fall General Meeting	External Board/Committee
Tuesday November 18	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday November 18	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Bi-annual Risk Management Report 	Board Committee of the Whole Meeting
Tuesday November 18	Regular Public Meeting (6:00 pm)	Regular Board Meeting

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



	<ul style="list-style-type: none"> Annual Student Attendance Report 	
Wednesday November 19 – Friday November 21	PSBAA Fall Conference & AGM	External Board/Committee
Thursday November 20	Second day of Trustee Orientation (9:00am) <ul style="list-style-type: none"> Draft Annual Education Results Report 	Board Development
Friday November 21	Student Advisory Committee (9:00am)	Standing Committee Meeting
Tuesday November 25	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Thursday November 27	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting

DECEMBER

Date	Event	Governance Description
Tuesday December 9	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday December 9	Committee of the Whole (5:00 pm) <ul style="list-style-type: none"> Review Draft School Year Calendar 	Board Committee of the Whole Meeting
Tuesday December 9	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Review Audited Financial Statements Fall Budget Update Annual Education Results Report 	Regular Board Meeting
Wednesday December 10	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee

JANUARY

Date	Event	Governance Description
Tuesday January 13	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday January 13	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Annual Student Profile and Specialized Services Report 	Board Committee of the Whole Meeting
Tuesday January 13	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Annual Transportation Report Annual Finance Department Report 	Regular Board Meeting

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



Wednesday January 14	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Wednesday January 14	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Wednesday January 21	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Thursday January 22	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Tuesday January 27	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday January 27	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> • Approval of 2026-2027 School Year Calendar • Annual IT Department Report • Q1 Budget Update 	Regular Board Meeting
Thursday January 29	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Friday January 30	Student Advisory Committee (9:00am)	Standing Committee Meeting

FEBRUARY

Date	Event	Governance Description
Thursday February 5 – Friday February 6	PSBC Meeting – Location TBC	External Board/Committee
Tuesday February 10	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday February 10	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> • Annual Optimum Student Learning Report • Annual Occupational Health and Safety Report 	Board Committee of the Whole Meeting
Tuesday February 10	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> • Annual Operations and Maintenance Department Report 	Regular Board Meeting
Wednesday February 11	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Thursday February 12	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Thursday February 19	Board Professional Learning / Board Planning Retreat (9:00am)	Board Development

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



	<ul style="list-style-type: none"> Review of all Director Workplans 	
Tuesday February 24	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday February 24	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Board Budget Development Process and Budget Guiding Principles Development Annual Human Resources and Wellness Report 	Regular Board Meeting
Thursday February 26	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting

MARCH

Date	Event	Governance Description
Tuesday March 10	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday March 10	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Draft 3-Year Capital Plan 	Board Committee of the Whole Meeting
Tuesday March 10	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Indigenous Companion Document Update 	Regular Board Meeting
Wednesday March 11	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday March 24	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday March 24	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Q2 Budget Update 3-Year Capital Plan 	Regular Board Meeting
Wednesday March 25	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting

APRIL

Date	Event	Governance Description
Wednesday April 1	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Wednesday April 8	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Thursday April 9 – Friday April 10	PSBC Meeting – Location TBC	External Board/Committee

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



Tuesday April 21	Advocacy and Engagement OR Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday April 21	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> • Annual Succession Planning Report • Annual Division Compensation Report • Bi-Annual Risk Management Report 	Board Committee of the Whole Meeting
Tuesday April 21	Regular Public Meeting (6:00 pm)	Regular Board Meeting
Friday April 24	Student Advisory Committee (9:00am)	Standing Committee Meeting

MAY

Date	Event	Governance Description
Wednesday May 6	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Thursday May 7	Board Spring Planning Retreat (9:00am) <ul style="list-style-type: none"> • Draft 3-Year Education Plan • Budget Development Update 	Professional Development
Tuesday May 12	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday May 12	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> • Draft Division Budget 	Board Committee of the Whole Meeting
Tuesday May 12	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> • Board Policy 16 – Student Fees Update 	Regular Board Meeting
Wednesday May 13	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday May 26	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday May 26	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> • 2026-2027 Division Budget • 3-Year Education Plan 	Regular Board Meeting
Thursday May 28	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting
Thursday May 28 – Saturday May 30	PSBAA Spring General Meeting in Calgary	External Board/Committee

GPPSD BOARD OF TRUSTEES 2025-2026 WORK PLAN



JUNE

Date	Event	Governance Description
Monday June 1 – Tuesday June 2	ASBA Spring General Meeting in Calgary	External Board/Committee
Wednesday June 3	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Friday June 5	Student Advisory Committee (9:00am)	Standing Committee Meeting
Tuesday June 9	Advocacy and Engagement (3:30 pm)	Standing Committee Meeting
Tuesday June 9	Committee of the Whole (5:00pm)	Board Committee of the Whole Meeting
Tuesday June 9	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Q3 Budget Annual Locally Developed Courses Update Annual Summer Maintenance Work Schedule Review 	Regular Board Meeting
Wednesday June 10	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday June 23	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday June 23	Regular Public Meeting (6:00 pm)	Regular Board Meeting

JULY – NO MEETINGS SCHEDULED

AUGUST

Date	Event	Governance Description
Wednesday August 5 – Friday August 7	PSBC Meeting – Location TBC	External Board/Committee



GPPSD BOARD GOVERNANCE FRAMEWORK



How do the Board of Trustees Govern the Grande Prairie Public School Division?

This document describes how the seven trustees elected by Grande Prairie voters work together as the Board of Trustees to oversee and govern the Grande Prairie Public School Division, now, and for the future.



Table Of Contents



GPPSD Board Governance Framework

01

What is the Board's Governance Model?

1. The Importance of Local Governance
2. Key Components of Governance
3. The Board's Governance Model

02

Legislative Authority

1. The Education Act
2. Board Policies
3. Committees of the Board

03

Strategic Engagement

1. School Division Committees
2. Zone and Provincial Professional Organizations
3. Government Advocacy and Engagement

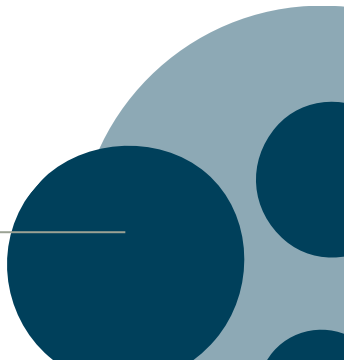
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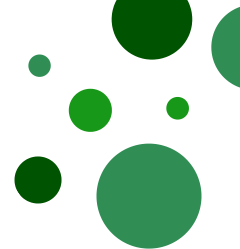
Key Board Responsibilities

1. Growth, Achievement, and Stakeholder Satisfaction
2. Monitoring Financial Health
3. Board Self-Evaluation
4. Superintendent of Schools Evaluation

05

The Board's Annual Workplan

1. Time Commitment for Trustees and Board
 2. Provincial Associations
 3. Monthly Board Workplan
- 



Meet the Board



JOAN NELLIS

BOARD CHAIR

A Trustee since 2017, Joan prioritizes appropriate funding for sustainable programs and the new curriculum. She believes public education builds community, understanding, and creates great neighbours, bringing together people from all abilities, religions, ethnicities, and other groups in Grande Prairie.



DONNA KOCH

VICE CHAIR

Donna, in her first term as trustee, advocates consistently for students, including advocating for their access to mental health and career/technology supports. Her priorities include the curriculum, student learning, and access to extracurricular activities. She also emphasizes strong governance and creating great citizens.



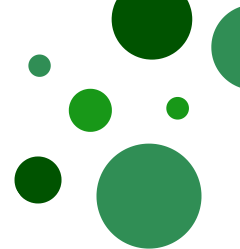
TRUSTEE ANDRE OUELLETTE

In his second term, Andre, who was born and raised in Grande Prairie, prioritizes success for all students. He aims to ensure the division provides a caring and respectful learning environment and provides the best education available to all students, regardless of their background.



TRUSTEE CHRIS JOHNSTON

A first-term trustee and mechanical engineer, Chris's top priorities are student safety, well-being, and success. He advocates for providing equitable access to education for all students and is passionate about developing and expanding STEM fields within GPPSD programming, using evidence-based decision making.



Meet the Board



TRUSTEE RAY BUZIAK

A first-term trustee and retired teacher, Ray advocates for a curriculum that fosters higher-level thinking and the development of engaged citizens. He advocates for fair and adequate funding from the province to offer quality programming and attract/retain staff while ensuring public education remains free, high quality, and universally accessible.



TRUSTEE ROB MARTIN

A second-term trustee and firefighter, Rob is focused ensuring the division meets the needs of students, staff, and parents. He advocates for proper levels of funding from the province and creating a safe, inclusive, and welcoming learning environment that is free of barriers and provides equitable opportunity for all children.



TRUSTEE VACANCY

Trustee Paulette Kurylo, who served the community of Grande Prairie as a Trustee since 1992, passed away in the spring of 2023.

The Board reviewed the implications of holding a by-election mid-way through the term, and as per the option in the Local Authorities Elections Act, elected to leave seat at the table vacant until the October 2025 election.

SECTION 1 - WHAT IS THE BOARD'S GOVERNANCE MODEL?

This section describes the concept of governance, why it is important in the context of public education in the province of Alberta, and introduces the GTEC model of governance used in the division.

The Importance of Local Governance

Local governance in school boards is a cornerstone of democracy, with trustees providing citizens a direct way to influence public services. Trustees offer essential oversight of the education system, ensuring decisions align with community values while meeting provincial standards. This role enables trustees to make informed and balanced decisions. The term governance describes the work of the board as a whole to provide leadership and oversight of the division and to support division operations led by the Superintendent of Schools. Evidence of the board's governance can be seen in the discussion and the motions that occur at the board table during public meetings.

Alberta's school boards operate with local autonomy, enabling them to address the unique challenges and opportunities in their communities. Trustees are instrumental in bringing local insights to educational policies and practices, ensuring that every student has access to the resources and opportunities they need to succeed.

Alberta School Boards Association Guide for School Board Trustees, p. 6

Key Components of Governance

Canadian educational researcher and consultant, Michael Fullan, and his co-author of *The Governance Core* Davis Campbell, describes governance as "...the process where the direction of the organization is set, the structure is established, and accountability both fiscal and programmatic is assured." (p. 15). Fullan describes effective boards as being committed to providing good governance, being driven by a shared moral imperative and governance mindset, and governing with unity of purpose. He further describes effective school boards as sharing five areas of responsibility:

1. Establishing strategic directions and related outcomes.
2. Focusing on providing policy direction.
3. Providing stewardship of and support for the work of the division.
4. Providing oversight and leading a culture of accountability within the division.
5. Engaging with community stakeholders and providing community leadership.

Campbell and Fullan, The Governance Core, p.p. 121 - 134

The GPPSD Board's Governance Model

As with many other Alberta School Boards, the Board of Trustees of the Grande Prairie Public School Division utilize the **GTEC Policy Governance model - Governance Through Engagement and Collaboration**. The GTEC model focuses first on ensuring all stakeholders understand the respective roles and responsibilities of the Superintendent of Schools and the Board of Trustees and how they work together to realize the mission and vision of the division. The GTEC model also requires the board develops a culture of accountability, as they deliberately engage with division stakeholder groups representing students, staff, parents, and community.

Utilizing the GTEC model and focusing on the five interrelated components of governance model described by Fullan and Campbell, the Board of Trustees can ensure the board's corporate or collective will can become reality, student growth and achievement can be maximized, and the expectations of the board identified in the Education Act can be met.



SECTION 2 - THE BOARD'S LEGISLATIVE AUTHORITY

Public school boards are entrenched in legislation in Alberta. This section provides a brief introduction to education laws in the province of Alberta, and to GPPSD Board Policy, to explain the roles, responsibilities, and expectations re: how public school boards are to operate.

Alberta's Local Authorities Elections Act and the Education Act

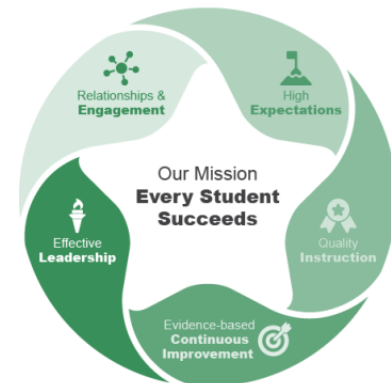
The Board of Trustees of the Grande Prairie Public School Division are granted authority in the province of Alberta's Education Act, the law which delegates governance powers to school boards and which outlines the role of both the Board of Trustees and the Superintendent of Schools. The Local Authorities Election Act ("LAEA") is the law in Alberta which regulates trustee elections.

Local School Board Trustees are elected every four years, as part of Alberta's Municipal Elections, and are accountable to their communities, parents and Alberta Education for their decisions. The LAEA describes the process for seeking election as a trustee and identifies expectations related to eligibility, dates and deadlines, election finances, etc.

Board Policy

The clarity of roles that are the foundation of the GTEC Policy Governance model are described in Board policy. Board Policy 11 - Policy Making, describes the importance of policy to the board's governance. Other policies describe the role and specific responsibilities of individual trustees, the corporate board as a whole, and the Superintendent of Schools.

The board's primary function is described in BP11 as being "...to establish a governance framework that clearly articulates how it will exercise its leadership to govern the affairs of the Division. It will accomplish this by establishing a mission, guiding principles and governance policies to provide direction and guidelines to fulfill the governance role. Policies approved by the Board shall clearly articulate those areas of responsibility which reside with the Board and those which have been delegated to the Superintendent."



Alberta's Education Act provides further clarity about the role of the board to function as a governance board. Section 33 of Alberta's Education Act identifies it is the responsibility of the Board to hire a Superintendent of Schools for the division and to delegate the day-to-day operation of the division to the superintendent. Board Policy 10 provides further clarity about what the delegation of operations to the Superintendent means. The policies established by the Board provide clarity regarding the roles and responsibility for each of the superintendent, of individual trustees, and of the corporate board. The remainder of the policies describe the Board's beliefs, values, and expectations within the division.

Committees of the Board

The GTEC model requires a strategic approach to engagement with division stakeholders. Board Policy 8 - Committees of the Board describes the standing committees established by the Board that support the Board's engagement with different stakeholder groups. Standing Committees are established annually at the Board's Organizational Meeting. The Board may also establish ad hoc committees, to fulfill a specific, temporary, purpose, related to board governance during the school year.



SECTION 3 - STRATEGIC ENGAGEMENT

The Alberta School Boards Association Guide for School Board Trustees describes Board of Trustees as the connection between the citizens of the community and the school division. While trustees interact with individual members of the community during their day to day lives, board policy also establishes a more formal, structured system to guide their engagement with stakeholders of the division.

School Division Stakeholder Committees

Structured formal opportunities for trustees to engage with school division stakeholders are created through the establishment of the following committees:

- **PARENTS** - Each trustee is assigned as the Board's liaison to attend up to 4 monthly school council meetings. The entire board also meets 4 times per year with all school council chairs at the Council of School Council Meeting.
- **TEACHERS** - Two trustees are assigned to attend meetings with teacher representatives from all schools at the Teacher Trustee Liaison Committee meetings, held 4 times per year.
- **ADMINISTRATION** - The Board meets annually with each school's principal and vice principals during Assurance meetings to review the school's progress toward the priority outcomes in the school's 3-Year Education Plan.
- **NON-INSTRUCTIONAL STAFF** - Two trustees are assigned to attend meetings with the executive of the Non-Instructional Staff Association, held 4 times per year.
- **STUDENTS** - Three trustees are assigned to attend 4-6 meetings per year with the division's Student Advisory Committee.

Zone and Provincial Associations

The Board of Trustees maintain membership in two provincial associations, each focused on supporting and continually improving Alberta's K-12 Education System:

- The Alberta School Boards Association (ASBA) is the provincial association representing all 65 member boards, consisting of locally elected public, catholic and francophone member school boards across Alberta, Yellowknife (2) and Lloydminster, SK. ASBA is a private not-for-profit corporation established by the Alberta School Boards Association Act.
- There are 62 public, separate, and francophone school boards in the province of Alberta and each has a professional association that represents its members. The Public School Boards Association of Alberta represents Alberta's public school boards and believes that by advocating for public school education, the PSBAA is helping the children in our communities gain access to opportunity and options within their public school system.



SECTION 4 - KEY BOARD GOVERNANCE RESPONSIBILITIES

The strength of a public school board is in the manner in which the board, in its entirety, works together. Board Policy 3 - the Role of the Trustee states that “A trustee acting individually has only the authority and status of any other citizen of the Division.” Trustees have a fiduciary duty to the school division, which means they have a responsibility to act in the best interests of the division, over and above their own personal interests. The authority of the board is realized through acting with one voice when away from the board table.

The responsibilities of the board described in Board Policy 2 - The Role of the Board illustrate the importance of working together to understand the needs of the division and then acting with one voice to advocate on behalf of the division when engaging with stakeholders and government.

Advocating to Alberta Education and Childcare

A very important responsibility of the Board is to advocate for the needs of the division and the public education system to the Alberta Government, primarily through Alberta Education and Childcare. Provincial-level advocacy happens through the work of their provincial associations, but the Board also meets regularly on their own with local Members of the Legislative Assembly of Alberta, with the Minister of Education and Childcare, and at other times with other government representatives and organizations.

To help guide their advocacy on those topics that matter most to the division, twice per term the Board engages with stakeholders and updates their Advocacy Priorities. The Board’s Advocacy Priorities are the top 3 to 5 areas that will have the most impact on the continuous improvement of the division. These priorities, developed based on feedback from the division community about what is important, are used by the Board to guide and focus the Board’s efforts to influence change in the provincial system when meeting with the Minister of Education, MLAs, and other elected representatives.

Current Board Advocacy priorities are available on the division’s website at:

<https://www.gppsd.ab.ca/our-board/board-advocacy-priorities>.

2024-2026
BOARD
ADVOCACY
PRIORITIES



Grande Prairie
Public School
Division

BOARD GOVERNANCE AND
ADVOCACY

Engaging with stakeholders is a critical support for the governance we provide to the school division. We meet regularly with staff and student liaison committees and attend school council meetings. We also bring together all School Council Chairs each year and meet frequently with our local MLAs, mayor and council, provincial associations, and provincial elected officials.
The advocacy priorities in this document were developed through our meetings and a survey of staff, students and parents in June 2024.

STUDENT OUTCOMES

PUBLIC EDUCATION
FUNDING

STAFF SUPPORTS

Oversight of Student Growth and Achievement and Stakeholder Satisfaction

Each year, every public school board in Alberta is expected to develop and share a rolling 3-Year Education Plan and Annual Education Results Report, which must include priorities and information required by the province and of interest to the local division community, with the public and with Alberta Education. All division plans are available on the division’s website at <https://www.gppsd.ab.ca/our-division/division-planning>.

Oversight by the Board of Trustees is guided by current achievement and progress over time. The Board uses evidence of division performance and of student growth and achievement obtained over the course of the school year to assess performance. Evidence provided by division administration and reviewed by the Board includes student assessment results, results from provincial and local assurance surveys, and other relevant information that is provided during Board and committee meetings.



Oversight of the Division's Financial Health

Another key responsibility of the Board of Trustees is to ensure the current and long-term financial health of the school division. The majority of division revenues are provided by Alberta Education in accordance with the annual Alberta Education Funding Manual, available online. The Board is responsible to ensure revenues are allocated appropriately as per the terms of the Funding Manual. Approximately 78% of all expenses are staffing.

Alberta Education establishes a limit to how much can be saved as reserve and how much can be spent on division administration and board governance. The Board is responsible to adhere to those limits established by the Minister and when approving the annual division budget ensures today's dollars are spent on today's students. Annual audited financial statements illustrates the board spends less on administration and governance than the limits established by Alberta Education and Childcare.

To help provide assurance to the government and the public, the Board utilizes an Audit committee, which includes two public members, to participate in the annual financial audit of the division. The Annual Audited Financial Statements, are submitted to Alberta Education and Childcare and are publicly available on the division website.

Self-Evaluating the Performance of the Board

Board Policy 2 describes the role and responsibilities of the Board. The Appendix to Board Policy 2 describes the annual Board self-evaluation process, which is an important responsibility and illustrates their commitment to provide effective governance to the school division. At times the Board utilizes an external consultant to support the self-evaluation process.

The purpose of the Board self-evaluation is to evaluate the effectiveness of Board practice for the purpose of continually improving the effectiveness and impact of Board governance on Division performance.

Evaluating the Superintendent of Schools

The expectation the Board evaluate the Superintendent for the purpose of holding the Superintendent accountable for the operation of the division is identified in Alberta's Education Act and in Board Policy. Board Policy 19, available online at <https://www.gppsd.ab.ca/our-board/policies-and-bylaws>, describes the process that will be used to evaluate the performance of the Superintendent of Schools, including the expectation that the evaluation is facilitated by a committee of the Board and that an external educational consultant will be utilized to support the process.



SECTION 5 - THE BOARD'S ANNUAL WORKPLAN

The work of the board is highly structured, to support effective operations of both administration and the board and to ensure the engagement of the board with administration and stakeholder groups is sufficient to inform the board in its governance duties. A critical resource is the annual board workplan, copied below.

Time Commitment for Trustees and Board

The Board of Trustees of the Grande Prairie Public School Division meets the second and fourth Tuesday of the month, with some exceptions, 6:00 p.m. at the Division Central Office (10127 – 120 Avenue, Grande Prairie, AB). Meetings of the Board of Trustees are open to the public. Trustees are expected to attend regular board meetings, participate on committees and attend school council meetings as they are able, and to participate in other meetings and events whenever possible.

A summary of the current committee assignments of the board, which describes meeting frequency and estimated time commitment, is available online at <https://www.gppsd.ab.ca/our-board/trustee-profiles-committee-assignments2>.

Monthly Board Workplan

The monthly board workplan, which identifies monthly dates, events, and describes the Board's governance activities, is attached for review on the pages that follow. NOTE: the workplan is updated monthly and reviewed as part of each board meeting. The plan on these pages is current as of August, 2025.

AUGUST

Date	Event	Governance Description
Tuesday August 19	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday August 19	Committee of the Whole (5:00 pm)	Board Committee of the Whole Meeting
Tuesday August 19	Regular Public Meeting (6:00 pm) • Summer School Participation Summary Report • Career Pathways Planning	Regular Board Meeting

SEPTEMBER

Date	Event	Governance Description
Tuesday, September 9	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday, September 9	Committee of the Whole (5:00pm) • Division Assurance Survey Summary	Board Committee of the Whole Meeting
Tuesday, September 9	Regular Public Meeting (6:00 pm)	Regular Board Meeting
Wednesday, September 17	ASBA Zone 1 Meeting (10:00am) GP Catholic School Division	External Board/Committee
Thursday, September 18	ASCA Council of School Council's Workshop (5:00pm)	Parent Engagement
Tuesday, September 23	Advocacy and Engagement Committee (3:30pm)	Standing Committee Meeting
Tuesday, September 23	Regular Public Meeting (6:00pm)	Regular Board Meeting



OCTOBER

Date	Event	Governance Description
Tuesday October 7	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Wednesday October 8	ASBA Zone 1 Meeting (10:00am) High Prairie School Division	External Board/Committee
Tuesday October 14	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday October 14	Committee of the Whole (5:00 pm) • Annual Staff Exit Survey Data Summary	Board Committee of the Whole Meeting
Tuesday October 14	Regular Public Meeting (6:00 pm) • Annual Student Enrollment Summary	Regular Board Meeting
Wednesday October 15	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Monday October 20	Municipal Election Day	
Wednesday October 22	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Thursday October 23	First day of trustee orientation and Mock Board Meeting (9:00am)	Board Development
Tuesday October 28	Annual Organizational Meeting (5:00pm) • Board Meeting Schedule • Trustee Compensation Recommendation	Annual Board Organizational Meeting
Tuesday October 28	Regular Public Meeting (6:00pm)	Regular Board Meeting

NOVEMBER

Date	Event	Governance Description
Wednesday November 12	ASBA Zone 1 Meeting (10:00am) Peace Wapiti School Division	External Board/Committee
Sunday November 16 – Tuesday November 18	ASBA Fall General Meeting	External Board/Committee
Tuesday, November 18	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday, November 18	Committee of the Whole (5:00pm) • Bi-annual Risk Management Report	Board Committee of the Whole Meeting
Tuesday, November 18	Regular Public Meeting (6:00 pm) • Annual Student Attendance Report	Regular Board Meeting
Wednesday November 19 – Friday, November 21	PSBAA Fall Conference & AGM	External Board/Committee
Thursday, November 20	Second day of Trustee Orientation (9:00am) • Draft Annual Education Results Report	Board Development
Friday, November 21	Student Advisory Committee (9:00am)	Standing Committee Meeting
Tuesday November 25	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Thursday, November 27	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting



DECEMBER

Date	Event	Governance Description
Tuesday December 9	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday December 9	Committee of the Whole (5:00 pm) <ul style="list-style-type: none"> Review Draft School Year Calendar 	Board Committee of the Whole Meeting
Tuesday December 9	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Review Audited Financial Statements Fall Budget Update Annual Education Results Report 	Regular Board Meeting
Wednesday December 10	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee

JANUARY

Date	Event	Governance Description
Tuesday January 13	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday January 13	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Annual Student Profile and Specialized Services Report 	Board Committee of the Whole Meeting
Tuesday January 13	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Annual Transportation Report Annual Finance Department Report 	Regular Board Meeting
Wednesday January 14	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Wednesday January 14	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Wednesday January 21	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Thursday January 22	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Tuesday January 27	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday January 27	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Approval of 2026-2027 School Year Calendar Annual IT Department Report Q1 Budget Update 	Regular Board Meeting
Thursday January 29	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Friday January 30	Student Advisory Committee (9:00am)	Standing Committee Meeting



FEBRUARY

Date	Event	Governance Description
Thursday February 5 – Friday February 6	PSBC Meeting – Location TBC	External Board/Committee
Tuesday February 10	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday February 10	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Annual Optimum Student Learning Report Annual Occupational Health and Safety Report 	Board Committee of the Whole Meeting
Tuesday February 10	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Annual Operations and Maintenance Department Report 	Regular Board Meeting
Wednesday February 11	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Thursday February 12	School Assurance Meetings (9:00am)	Board Committee of the Whole Meeting
Thursday February 19	Board Professional Learning / Board Planning Retreat (9:00am) <ul style="list-style-type: none"> Review of all Director Workplans 	Board Development
Tuesday February 24	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday February 24	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Board Budget Development Process and Budget Guiding Principles Development Annual Human Resources and Wellness Report 	Regular Board Meeting
Thursday February 26	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting

MARCH

Date	Event	Governance Description
Tuesday March 10	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday March 10	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Draft 3-Year Capital Plan 	Board Committee of the Whole Meeting
Tuesday March 10	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Indigenous Companion Document Update 	Regular Board Meeting
Wednesday March 11	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday March 24	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday March 24	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Q2 Budget Update 3-Year Capital Plan 	Regular Board Meeting
Wednesday March 25	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting



APRIL

Date	Event	Governance Description
Wednesday April 1	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Wednesday April 8	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Thursday April 9 – Friday April 10	PSBC Meeting – Location TBC	External Board/Committee
Tuesday April 21	Advocacy and Engagement OR Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday April 21	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Annual Succession Planning Report Annual Division Compensation Report Bi-Annual Risk Management Report 	Board Committee of the Whole Meeting
Tuesday April 21	Regular Public Meeting (6:00 pm)	Regular Board Meeting
Friday April 24	Student Advisory Committee (9:00am)	Standing Committee Meeting

MAY

Date	Event	Governance Description
Wednesday May 6	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Thursday May 7	Board Spring Planning Retreat (9:00am) <ul style="list-style-type: none"> Draft 3-Year Education Plan Budget Development Update 	Professional Development
Tuesday May 12	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Tuesday May 12	Committee of the Whole (5:00pm) <ul style="list-style-type: none"> Draft Division Budget 	Board Committee of the Whole Meeting
Tuesday May 12	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Board Policy 16 – Student Fees Update 	Regular Board Meeting
Wednesday May 13	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday May 26	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday May 26	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> 2026-2027 Division Budget 3-Year Education Plan 	Regular Board Meeting
Thursday May 28	Council of School Council's Meeting (7:00pm)	Standing Committee Meeting
Thursday May 28 – Saturday May 30	PSBAA Spring General Meeting in Calgary	External Board/Committee



JUNE

Date	Event	Governance Description
Monday June 1 – Tuesday June 2	ASBA Spring General Meeting in Calgary	External Board/Committee
Wednesday June 3	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
Friday June 5	Student Advisory Committee (9:00am)	Standing Committee Meeting
Tuesday June 9	Advocacy and Engagement (3:30 pm)	Standing Committee Meeting
Tuesday June 9	Committee of the Whole (5:00pm)	Board Committee of the Whole Meeting
Tuesday June 9	Regular Public Meeting (6:00 pm) <ul style="list-style-type: none"> Q3 Budget Annual Locally Developed Courses Update Annual Summer Maintenance Work Schedule Review 	Regular Board Meeting
Wednesday June 10	ASBA Zone 1 Meeting (10:00am) Location TBC	External Board/Committee
Tuesday June 23	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday June 23	Regular Public Meeting (6:00 pm)	Regular Board Meeting

JULY – NO MEETINGS SCHEDULED

AUGUST

Date	Event	Governance Description
Wednesday August 5 – Friday August 7	PSBC Meeting – Location TBC	External Board/Committee





Grande Prairie Public School Division

Acknowledgement

The Board Governance Framework was developed to build stakeholder understanding of the core actions the Board of Trustees takes to govern the division and support staff to realize GPPSD's mission; to ensure every student succeeds.

Board of Trustee's Attendance Request Form for GPPSD School and Community Events

Please complete the request form at least two weeks (14 days) prior to your event

Thank you for inviting the Board of Trustees to your upcoming event.
To ensure Trustees are well-prepared, please complete the following online form to help us gain a clear understanding of your event's purpose, and to consider whether the Board's attendance aligns with your goals, and contributes to the overall success of the event.



* Required

Event Details

1. Name of event *

2. Event Date *

3. Event time (please include start and end times) *

4. Location of event (please include street address, City, and postal code) *

5. What is the purpose of the event? *

6. Are tickets required? *

☐ Yes

☐ No

7. If yes, please include the cost per ticket, information on where to purchase tickets, and the purchase deadline.

8. Will the media or other dignitaries be attending?

Please select all that apply

☐ Media

☐ Dignitaries

☐ No

☐ Other

9. What are the specific requirements of the Board of Trustees? *

Please select all that apply

☐ Speech - Board Chair or designate

☐ Greeting - Board Chair or designate

☐ Attendance only - all Trustees (based on availability)

☐ Other

10. Who are you requesting the attendance of? *

Please select all that apply

☐ Board Chair or designate

☐ Any Trustee who is able to attend

11. Review Administrative Procedure 155 - Protocol for Trustee Recognition at School or Public Events here: <https://www.gppsd.ab.ca/download/435128> *

Please acknowledge you've reviewed Administrative Procedure 155 - Protocol for Trustee Recognition at School or Public Events

☐ Yes, I've reviewed the procedure

Contact Information

12. Requestor Name (First and Last) *

13. Requestor's Email Address *

14. Requestor's Phone Number *

15. Onsite Contact Information & Instructions

Please include onsite contact information (if different from Requestor) and any specific event instructions. *Ex. Contact: John Doe 780-XXX-XXXX and sign in at the main office.*

16. Organization Name & Address (if applicable):

17. Tell us about who your organization is and what it does:

18. Additional Comments or Information:



**Grande Prairie
Public School
Division**

DATE: September 9, 2025

TO: Board of Trustees

FROM: Ola Oladele, Associate Superintendent, Business Services

SUBJECT: Associate Superintendent Update

REFERENCE: Board Policy 2.2 - Community Assurance; Board Policy 6 – Political Advocacy; Board Policy 8 – Fiscal Accountability

PURPOSE

To provide the Board with an update on the finalized SCORES agreement, process for the 2024–2025 financial statement audit, and the Minister’s letter concerning the proposed expansion of Grande Prairie Christian School.

SCORES AGREEMENT

On May 15, 2025, the Technical Committee presented the updated and finalized draft SCORES agreement to the Standing Committee. The draft reflects feedback from all parties to the agreement. Key updates to the expired agreement include:

- **Two Separate Agreements:**
 - **Land Agreement** sets out the process each school division must follow for land dedication and transfer when there’s need for a new school.
 - **Operations Agreement** outlines the day-to-day processes for implementing the SCORES agreement between the City and the school divisions, including facility booking procedures, booking priorities, and the community and school gyms that are part of the agreement.
- **Tournament and Extended Event Fees:**

A new fee structure will now apply to tournaments and extended events. These fees will provide additional revenue for schools and help address the added workload these events place on school administrators.

2024-2025 AUDIT PLANNING

Planning is underway for the audit of the Division’s financial statements for the year ended August 31, 2025. As previously approved by the Board in June following a public tender process, Fletcher Mudryk LLP will continue to serve as the Division’s financial statement auditor for a new five-year term.

Two Audit Committee meetings are tentatively planned to support the completion and approval of the audited financial statements:

- The first meeting is scheduled for October 7, 2025 to review the audit plan and timelines.
- The second meeting is proposed for late in the week of November 25, 2025, ahead of the regular Board meeting in December, to review the draft audited financial statements.

The timing of the second meeting has been adjusted to allow the Audit Committee time to review the draft financials and prepare a recommendation to the Board ahead of the December 9, 2025, meeting.

Due to the timing of this year's municipal election and having only one Board meeting in November, the final approval of the audited financial statements will occur later than usual. Unlike prior years where approval and submission to Alberta Education typically occurred by November 30, this year the Division will be submitting the approved statements following the December 9 Board meeting. Administration has reached out to Alberta Education to seek formal approval for the delayed submission.

GP CHRISTIAN EXPANSION LETTER

The Minister of Education and Childcare responded Grande Prairie Christian School (GPCS) Society's expansion proposal, encouraging the Society work with the Division to include the project in the Division's three-year capital plan.

The Board has previously indicated support for the expansion project, however, current government rules prevent the Division from proceeding with the Minister's recommendation. Alberta Education assigns facility codes only to division-owned schools, and those codes are required to submit capital requests, GPCS does not have one. The province does not typically fund improvements of properties not owned by a school division, francophone authority or charter schools. In addition, the Division has already identified new school at Kensington, modernization of Harry Balfour, permanent addition to Charles Spencer and replacement school at Crystal Park as high-priority projects, adding GPCS expansion could affect these priorities.

While the Minister's letter does not provide a solution, it does suggest that the Division and the Society work together to propose a path forward. In a follow-up conversation with a provincial rep, it was clarified that the Minister only works with school jurisdictions, not Societies or groups. The rep also advised that if the Board supports the project, the Division will need to take the lead and advocate directly with the Minister, either for long-term lease commitment or for the project to be included in the capital plan.

Administration recommends that the Board meet with the Society's Board to explore possible solutions that could be presented jointly to Alberta Education. Also, a formal response should also be sent to the Minister that outlines the current restrictions that prevent GPPSD from including the project in the Capital Plan.



ALBERTA
EDUCATION AND CHILDCARE

*Office of the Minister
MLA, Calgary - Bow*

AR 129512

August 21, 2025

Mr. Jason Forbes
Chair
Grande Prairie and District Society for Christian Education
c/o Grande Prairie Christian School
8202 - 110 Street
Grande Prairie AB T8W 1M3

Dear Mr. Forbes:

I am responding to the email from Lucas Robertson, Consultant with Wellington Advocacy, regarding the expansion proposal for Grande Prairie Christian School.

I appreciated the opportunity to meet with the Grande Prairie Christian School leadership team regarding the possibility of securing a long-term lease funding commitment to help the society obtain funding for an expansion project at the school. I was interested to learn about the growth of the Christian community in and around the City of Grande Prairie, and to hear about the proposed expansion project.

As you are likely aware, Alberta's government has also been working to strengthen its investment in education infrastructure to ensure that growing communities across the province benefit from new, updated, and well-maintained schools and classrooms.

When school space is not available to accommodate students, the decision regarding whether to lease space is the responsibility of the local school jurisdiction. Where it is necessary to lease facilities owned by third parties, school jurisdictions can apply to Education and Childcare's annual lease program for funding support. Funding for alternative programs like the Christian program offered at Grande Prairie Christian School is allocated annually on a pro-rated basis and is affected by the available lease funding, the number of requests received, and market values.

Regarding Grande Prairie Christian School's request for a commitment from Education and Childcare to a long-term lease, the department's policy is to review and approve lease arrangements annually, as there is no long-term guarantee of government's funding of a lease. I am therefore unable to provide the commitment the society is requesting.

.../2

Mr. Jason Forbes
Page 2

I encourage Grande Prairie Christian School to continue working with the Grande Prairie Public School Division to have the expansion project added to the division's three-year capital plan submission, where it will then be eligible for consideration of capital approval.

Should you have any further questions about our leasing program, please contact Ross Newton, Manager, Minor Capital Programs, at ross.newton@gov.ab.ca or 780-644-4583 (toll free by first dialing 310-0000).

Best,

A handwritten signature in black ink, appearing to read "Demetrios Nicolaides". The signature is fluid and cursive, with the first name "Demetrios" and last name "Nicolaides" clearly distinguishable.

Demetrios Nicolaides ECA PhD
Minister of Education and Childcare

cc: Joan Nellis, Board Chair, Grande Prairie Public School Division



**Grande Prairie
Public School
Division**
Every Student Succeeds



August 27, 2025

Mrs. Cherie Chomyc and Family

Dear Cherie,

Our Board of Trustees was saddened to learn of Ken's passing. On behalf of the Grande Prairie Public School Division, please accept our heartfelt condolences during this difficult time.

Ken was a true champion for our students and our division. His years of dedicated service as a school board Trustee and Board Chair left a lasting mark on our division. The culture he helped shape and the leadership he provided continue to guide our work today as we strive to help every student succeed. Ken's entrepreneurial spirit helped the division to develop innovative programs and supports for students. That, plus his commitment to fiscal responsibility, helped to create the conditions for our division to succeed today.

We are truly grateful for his belief in the power of education and his significant efforts as a Trustee. We are keeping you and your family in our thoughts and wishing you comfort in this time of loss.

With deepest sympathy,

Joan Nellis
Board Chair

Luci Henry
Board Chair, Ward A

Trudy Bratland
Ward C

Brent Buchanan
Ward D

Darryl Stendie
Ward E

Phone: (403) 783-3473
Fax: (403) 783-3483

workers, occupational therapy, and school psychologists. While it makes sense to provide these services and support within schools, the cost to do so has not been offset with adequate funding. On a related note, as a school division we have continued to advocate for cross-ministerial collaboration to aid in addressing classroom complexity.

In addition, you suggested you are worried that dollars earmarked for classrooms are being "burned in the halls of administration." This was a particularly disheartening comment to read, to suggest that school boards may be mismanaging resources while we work so hard to best allocate the funding we receive to where it is needed most. Within our funding manual, there are requirements in terms of the percentage of funding which can be spent on administrative costs, and which we consistently fall within.

Overall, we maintain, as do many, that base funding for education within Alberta is in dire need of an increase. We know remuneration for ATA staff is negotiated provincially and thus is not controlled directly by individual school divisions. Addressing classroom size and complexity is something we continually work to support, and we could do so more effectively if adequately resourced in a sustainable manner.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in dark ink, reading "Lucienne Henry". The script is fluid and cursive, with the first name "Lucienne" written in a larger, more prominent hand than the last name "Henry".

Luci Henry
Board Chair

Cc ASBA
PSBAA
Minister of Education
All Board Chairs

