



**AGENDA**  
**Regular Meeting of the Board of Trustees of the**  
**Grande Prairie Public School Division**  
**Tuesday, October 14, 2025 6:00PM**

<b>1. CALL TO ORDER and INTRODUCTIONS</b>		
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"> <li>Regular Board Meeting Minutes 2025 09 23</li> </ul>	Board Chair Nellis
e.	Business Arising from Previous Minutes	
<b>2. DELEGATIONS, PRESENTATIONS and SYSTEM LEADERSHIP REPORTS</b>		
a.	Annual Student Enrollment Summary	Director Frykas
<b>3. COMMITTEES AND REPORTS</b>		
a.	Board Chair Report <ul style="list-style-type: none"> <li>ASBA Session with Minister of Education and Childcare 2025 09 29</li> <li>GP Christian School Expansion Meeting 2025 10 10</li> <li>Your Region Your Voice 2025 11 07</li> </ul>	Board Chair Nellis
a.	Alberta School Boards Association Update <ul style="list-style-type: none"> <li>ASBA Zone 1 Meeting 2025 10 08</li> </ul>	Trustee Buziak
b.	Audit Committee <ul style="list-style-type: none"> <li>2025 10 07 Audit Committee Meeting</li> </ul>	Vice Chair Koch
c.	Board Policy Committee <ul style="list-style-type: none"> <li>Board Policy 11 – Policy Making – proposed updates</li> </ul>	Vice Chair Koch
d.	Advocacy and Engagement Committee <ul style="list-style-type: none"> <li>2025 09 23 Advocacy and Engagement Committee Minutes for information only</li> </ul>	Trustee Martin
e.	<a href="#">Governance Minute</a>	Trustee Buziak
f.	Individual Trustee Reports (round table)	Trustees
g.	Superintendent's Report <ul style="list-style-type: none"> <li>Board Social Update</li> <li>School-Based Preparation for the National Day for Truth and Reconciliation</li> <li>Kids Brain Health Network (KBHN)</li> </ul>	Superintendent McDonald

	<ul style="list-style-type: none"> <li>Exploring an Islamic Program of Choice</li> <li>Minister of Education and Childcare Mandate Letter</li> <li>Labour Disruption Planning</li> <li>Updated Administrative Procedures</li> <li>Updated Board Workplan</li> <li>Board Orientation Planning</li> <li>Trustee Laptops</li> <li>CASS Zone 1 Meeting 2025 09 25-26</li> <li>School Board Appreciation</li> </ul> <p>Items for Action or Discussion</p> <ul style="list-style-type: none"> <li>Labour Disruption Update</li> </ul>	
h.	<p>Associate Superintendent of Business Services Report</p> <ul style="list-style-type: none"> <li>Department Updates</li> </ul>	Associate Superintendent Oladele
<b>4. NEW BUSINESS</b>		
a.	Trustee Professional Learning and Sharing	Trustees
b.	<p>Upcoming Dates and Events</p> <ul style="list-style-type: none"> <li>Board Workplan</li> </ul>	Trustees
c.	<p>Correspondence</p> <ul style="list-style-type: none"> <li>Letter from Northern Gateway Public Schools to ASBA President re: Business Meetings 2025 09 25</li> <li>Letter from Wolf Creek Public School Division to Ministers Nicolaides &amp; Long re: Real Property Governance-School Ownership 2025 09 25</li> <li>Letter from GPPSD to MLAs re: Thank you and follow-up on meeting 2025 09 26</li> <li>Letter from GPPSD to Minister Nicolaides re: Support for ISSP funding continuation and expansion 2025 10 01</li> </ul>	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

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
TRUSTEES OF THE GRANDE PRAIRIE PUBLIC SCHOOL DIVISION  
HELD AT CENTRAL OFFICE ON **September 23, 2025**

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

**PRESENT**

Trustees Buziak, Johnston, Koch, 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).

**ADOPTION OF  
AGENDA**

Adoption of Board Agenda

The Board reviewed the Regular Meeting agenda.

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

UNANIMOUSLY CARRIED 15790

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

No conflicts.

**MINUTES**

Committee of the Whole Meeting of September 9, 2025

The Board reviewed the Committee of the Whole Meeting minutes of September 9, 2025.

**MOTION:** Trustee Johnston moved to adopt the minutes of the Committee of the Whole Meeting of September 9, 2025, as circulated.

UNANIMOUSLY CARRIED 15791

Regular Board Meeting of September 9, 2025

The Board reviewed the Regular Board Meeting minutes of September 9, 2025.

**MOTION:** Trustee Ouellette moved to adopt the minutes of the Regular Board Meeting of September 9, 2025, as circulated.

UNANIMOUSLY CARRIED 15792

**BUSINESS ARISING  
FROM THE MINUTES**

None to report.

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**DELEGATIONS,  
PRESENTATIONS and  
SYSTEM  
LEADERSHIP  
REPORTS**

Presentation of ASBA Edwin Parr Award Nomination

Board Chair Nellis presented the Division's ASBA Edwin Parr nominee, Ailee Estrada from Hillside Community School, with the Nomination Certificate from ASBA. The Edwin Parr Award is a recognition for outstanding first-year teachers. The Board congratulated Ms. Estrada and extended their gratitude for her dedication to leading young learners, and for creating an atmosphere in her classroom where students feel safe, accepted, and can succeed.

**COMMITTEES AND  
REPORTS**

- Board Chair Report  
Board Chair Nellis noted that the in person ASBA Board Chair Ministerial Engagement planned for September 29 in Calgary has been postponed. A shorter virtual session with ASBA and the Minister of Education and Childcare will be held instead.
- Alberta School Boards Association Update  
Trustee Buziak provided a summary of the ASBA Zone 1 Meeting and Awards Banquet held on September 17, 2025 in Grande Prairie. Hosted by Grande Prairie and District Catholic Schools, congratulations were extended to the Division's Edwin Parr nominee and to Cpl. Gavin Ool and the Grande Prairie RCMP School Resource Program for winning the ASBA Zone 1 Friends of Education Award.
- Board Policy Committee  
The September 9 meeting minutes were included for information.
- Advocacy and Engagement Committee  
Trustee Martin provided a summary of the topics discussed at the meeting, including Advocacy Tracker review, MLA Meeting debrief, planning for the next Advocacy and Engagement Committee. The meeting minutes will be included in the next Regular Meeting Agenda package. The Committee recommended sending a letter to MLA Dyck and MLA Wiebe thanking them for the meeting and providing additional information on items discussed. The Board directed Administration to draft and send the correspondence. There was discussion on the new Mandate Letter from the Premier released on September 22.
- Governance Minute  
Trustee Ouellette discussed the topic of Universal Guiding Principles. Developed in the 2006-2007 school year after engagement was done with various stakeholders, the UGP outlines the values and beliefs of the Board. The Board thanked Trustee Ouellette for his informative presentation.

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Next Governance Minute will be completed by Trustee Buziak on  
October 14.

Individual Trustee Reports

Trustee Martin noted the Education Foundation has made the decision to postpone the Striving for Excellence Awards until December 3<sup>rd</sup> due to ongoing labour uncertainty.

Superintendent's Report

**Items for Information**

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

- **Board Governance Framework**  
The Board Governance Framework, developed to inform division stakeholders of the general nature of the Board's governance actions, has been posted online. The Framework will also be an effective resource for candidates in the municipal election who wish to learn more about how the board operates to meet its responsibilities that are identified in provincial legislation and board policy. The Framework describes the board's deliberate engagement with division administration and stakeholders and is available online at: <https://www.gppsd.ab.ca/our-board/board-governance>.
- **All Administrators Meeting / Principals Meeting**  
The morning meeting was focused on professional learning and the implementation of the division's Indigenous Education Guiding Document and the Career Pathways framework. Teams were given the opportunity to work collaboratively to plan for integrating each topic into their school workplans for the year to support their 3-Year Education Plans. In the afternoon, principals reviewed division strategies to support school councils including Administrative Procedure 110 – School Councils, and the Alberta School Councils' Association (ASCA) Code of Ethics. Principals will review AP 110 with their councils later this fall to collect feedback on the procedure in general and on the addition of ASCA's code of ethics. A copy of the Yearly Engagement Guide for School Councils that principals use to support their planning was included for trustee information.
- **Community Food Equity Committee Leadership Table**  
On September 15 Superintendent McDonald participated with other organizational leaders from within the community to begin development of a strategic plan for the committee. The strategic planning was led by

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City of Grande Prairie staff to support *Helping Hands*. *Helping Hands* is the organization selected by the City of Grande Prairie to lead development of a community strategy to enhance collaboration among organizations that work to address food inequity and insecurity in Grande Prairie. The feedback provided by community organizations who sit on the leadership table illustrates food inequity is a growing need in the community. Participating on this leadership table will allow the division to connect our families to support that extends beyond the current lunch and snack program.

More information, including background information about the issue and a list of food providers in the community, is available on the City of Grande Prairie's web page at <https://cityofgp.com/foodsecurity>.

- Northwestern Polytechnic (NWP) Academic Showcase 2025  
Deputy Superintendent Robinson and Director Kim Frykas, along with representatives from administration and counselling at the Grande Prairie Composite High School and Charles Spencer High School, attended the NWP Academic Showcase on September 15. The agenda included topics to support the transition of students from division schools to NWP, including updates on the supports available for students at NWP and the dual credit opportunities for the year. Participants received presentations from the School of Skilled Trades, School of Applied Science and Technology, School of Business and Education, the School of Health and the School of Applied Research and Innovation. NWP's proposal to offer a Bachelor of Education degree in Secondary Education has been approved by the Minister of Advanced Education. Student registration is beginning this fall, for both new students and students already in the program, to begin in the program at the start of the second semester.
- Alberta School Councils Association Managing Meetings Workshop  
Appreciation is extended to all school council members and school administrators who signed up for the *Managing Meetings* workshop. Unfortunately, the interest was not high enough to warrant bringing in a presenter from Edmonton for the workshop and it was cancelled. The value in this workshop expressed at the spring 2025 Council of School Councils meeting was high, and principals will be asked to seek interest from their councils, once all are formed this fall, to reschedule it later in the year.
- Supporting Professional Recruitment in Grande Prairie  
On September 18, the Superintendent and Deputy Superintendent met with a representative from the city to share how our division can support the City's efforts to recruit professionals into Grande Prairie by sharing

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information about the division. Administration will develop resources that can be shared with the City of Grande Prairie to support professional recruitment.

**Items for Action or Discussion**

- **O Canada**  
Administration is seeking feedback from the Board regarding a potential change in process for the playing of O Canada at public board meetings. The current version, sung by former division students who are now well into adulthood, is not the official version of O Canada. The proposed change is to update the version played at meetings to the official version of the national anthem and to work with schools during the year to develop a new recording of current students singing the official version. The proposal also includes changing the playing of the anthem to play it through the boardroom speakers out of the podium.

The Board was in favour of proceeding with recording a new version of the anthem and to have it played through the board room speakers at Board meetings.

- **Integrated School Support Program (ISSP) Advocacy**  
ISSP provides wraparound services at Hillside Community School to address the academic, social, and emotional needs of students, contributing to improved outcomes for children, families, and communities. It is an initiative of Child and Youth Health Services, funded with up to \$10M per year by the Government of Alberta.

Current funding for this program is scheduled to end in June 2026. To help sustain and expand this impactful initiative beyond that, administration asks the board to consider writing a letter of support for the program to the government advocating for continued funding. There was discussion on:

- Satisfaction survey data related to ISSP has been very positive – both student results and parent results/comments.
- Potential expansion to other GPPSD schools.
- Year over year student attendance increase at Hillside School

**MOTION:** Trustee Martin moved the board direct administration to draft a letter from the Board to the government advocating for the continuation and expansion of ISSP funding.

UNANIMOUSLY CARRIED 15793

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- **Board Orientation Planning**

A report providing an overview of the plan to support the onboarding and orientation of the new board was provided for information. The plan is similar to the plan used for the current board in the fall of 2021 but has been refined based on administration's work to support the board throughout their current term.

There was discussion on:

- Board and Trustee Orientation – Day 1 on October 23
- Welcome Binder for Trustee.
- Onboarding and Orientation for new Trustees that will also be done by ASBA and PSBAA at their Fall General Meetings in November.

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:

- **ASEBP Update**

The Division has successfully transitioned employee benefit services from Sun Life to the Alberta School Employee Benefit Plan (ASEBP) for all support staff and the Board of Trustees. ASEBP welcome packages were distributed to all eligible members in June and July as part of the transition, which included details specific to each group's coverage. Staff enrollment began in August, with onboarding completed for 401 employees. Benefits for permanent non-instructional staff became effective September 1, 2025, while benefits for temporary non-instructional staff, whether new or returning for the school year, became effective August 25, 2025. There was discussion on coverage limits and the runoff period for expenses incurred before September 1.

- **Non-Instructional Liaison Meeting**

At the September 9 Board Meeting, the Board requested that Administration investigate the possibility of rescheduling the October 22nd Non-Instructional Liaison to an earlier date as opposed to canceling. The meeting has now been rescheduled to October 17 at 4:15pm after consulting with the Executive team.

**NEW BUSINESS**

Trustee Professional Learning and Sharing

Board Chair Nellis sought input from Trustees on whether this standing agenda item could be addressed within the Individual Trustee Reports section. This will be discussed further at the next Regular Board Meeting.



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Upcoming Dates and Events

- Board Workplan  
The Board reviewed the updated Board workplan as information.  
Upcoming events include:

Tuesday October 7	Audit Committee Meeting (4:30pm)
Wednesday October 8	ASBA Zone 1 Meeting – Host: High Prairie School Division
Tuesday October 14	Board Policy Committee (3:30pm)
Tuesday October 14	Committee of the Whole (5:00pm)
Tuesday October 14	Regular Board Meeting (6:00pm)
Wednesday October 15	Teacher Trustee Liaison Committee (3:45pm)

There was discussion on:

- The Annual Class Size Report – will be reviewed at the December 9 Regular Board Meeting; and
- Board Orientation Day 2 scheduled for November 20 which conflicts with the PSBAA Fall General Meeting.

Superintendent McDonald will bring back additional information on a rescheduled date for Day 2 of Board Orientation at the next Regular Board Meeting on October 14.

Correspondence

- 2025 09 10 Letter from Greater St. Albert Catholic Schools to Ministers re: Cross-Ministry Collaboration and Joint Advocacy

**IN CAMERA SESSION** No In Camera Session.

**ACTIONS ARISING FROM IN CAMERA** No actions.

**NEXT MEETING AND ADJOURNMENT** Next Board Meeting and Adjournment  
The next meeting of the Board of Trustees is scheduled for Tuesday, October 14 at 6:00pm, to be held at Central Office in the Board Room.

Board Chair Nellis called the Regular Board Meeting closed at 6:53 p.m.

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Chair

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Secretary-Treasurer



**Grande Prairie  
Public School  
Division**

**DATE:** October 14, 2025

**TO:** Board of Trustees

**FROM:** Kimberly Frykas, Director of System Planning

**SUBJECT:** Annual Student Enrolment Summary

**GOVERNANCE REFERENCE:** As per Board Policy 2, Board Policy 18 and Schedule of Reports

## PURPOSE & BACKGROUND

This report contains a summary of division student enrolment, as of September 29, 2025. Included is the five-year division enrolment trend, a comparison to the budget enrolment projection, and a detailed comparison by grade. An overview of enrolment trends and analysis of student transfer information is also included.

Projections are based on Baragar Data, Government of Alberta forecast data, and applied local understanding of context. The detailed summary supports the Board advocacy areas of predictable, sustainable funding and recruitment and retention of staff. Enrolment data informs capital planning priorities and budget decisions.

A 1.4% increase (125 students) was projected in the budget submitted May 2025. For the first time since the 2020-2021 school year the division realized a decrease in total student enrolment. This means there are 193 less students in the division than projected.

## ENROLMENT SUMMARY

### Student Enrolments

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Change from 2024-2025	Change from 2024-2025(%)
8063	8450	8841	8957	8863	-94	-1.05*

*\*The enrolments do not include Home School*

### Student Enrolments by Grade Level

Grade Level	Projected Enrolment	Total Enrolment	# Increase or Decrease from Projection	Grade Level	Projected Enrolment	Total Enrolment	# Increase or Decrease from Projection
PS	72	76	+4	7	647	658	+11
PK (PUF)	116	98	-18	8	672	658	-14
K	607	586	-21	9	714	709	-5
1	629	621	-8	10	702	664	-38
2	661	638	-23	11	699	676	-23
3	701	683	-18	12	804	812	+8
4	669	652	-17	<b>Total</b>	<b>9056</b>	<b>8863</b>	<b>-193</b>
5	684	668	-16				
6	679	664	-15				

*\*The enrolments do not include Home School*

### Student Enrolments by School

School	Total Enrolment Sept 27, 2024	Total Enrolment Sept 29, 2025	Difference
Alexander Forbes	458	422	-36
Aspen Grove	349	346	-3
Avondale	178	175	-3
Bridge Network	221	218	-3
Charles Spencer	1090	1101	+11
Crystal Park	536	512	-24
Derek Taylor	387	382	-5
École Montrose	613	593	-20
GP Christian	448	451	+3
GP Composite	1454	1511	+57
GPPSD Home Schooling	10	19	+9
Hillside	267	264	-3
Isabel Campbell	726	703	-23
I.V. Macklin	272	304	+32
Maude Clifford	288	239	-49
Parkside Montessori	281	287	+6
Riverstone	710	712	+2
Roy Bickell	454	445	-9
Swanavon	197	198	+1

### ANALYSIS OF AVAILABLE STUDENT TRANSFER INFORMATION

Less students transferred IN (561) than transferred OUT (631) of the division.

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<b>IN</b>	651	804	875	710	561
<b>OUT</b>	738	678	684	632	631

Less students moved IN to GPPSD from out of the country (94).

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<b>IN</b>	22	53	97	128	94

Less students moved IN to GPPSD from another province or territory (78).

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<b>IN</b>	104	185	230	108	78

Locally, more families continue to move into the County of Grande Prairie than move into the city from the county.

## SUMMARY

For the first time since the 2020-2021 school year the division realized a decrease in total student enrolment. Division enrolments are 2.13% below the 2025-2026 projection.

The previous trend of significant migration from other provinces continues to decline. Student enrolments will continue to be monitored throughout the year, specifically migration in and out of the city. Some of our schools experienced unexpected declines in enrolment. We will continue to support principals to learn more about the specific student enrolments that occurred at each school. Analysis of school-level enrolment data will explore the impact of programs of choice, trends of student movement within the city, and student transiency rates.

## FUTURE CONSIDERATIONS

To build awareness it is important to understand that the division is projected to enter a period of declining enrolments. This is due to the compounding factors of more students graduating than entering kindergarten and declining births. Any future enrolment increases will be the result of families choosing to move to Grande Prairie.

## STUDENT ENROLMENT PROJECTION

2022-2023 Actual	2023-2024 Actual	2024-2025 Actual	2025-2026 Projected	2026-2027 Straight Line	2027-2028 Straight Line	2028-2029 Straight Line	2029-2030 Straight Line	2030-2031 Straight Line	2031-2032 Straight Line	2032-2033 Straight Line	2033-2034 Straight Line
8432	8816	8931	9056	8972	8946	8831	8676	8393	8073	7752	7419
	+4.55	+1.3	+1.4	-0.93	-0.29	-1.29	-1.76	-3.26	-3.81	-3.98	-4.30

<p><b><i>Policy Manual</i></b></p> <p>PAGE: 1 of 4</p>	<p>CODE: Policy 11 TITLE: Policy Making APPROVED: May 26, 2009 AMENDED/REVIEWED: October XX, 2025</p>
<p>LEGAL REFERENCE: Section 33, 51 – 53, 222 Education Act; Board Procedures Regulation</p>	

## Policy

Policy development is a fundamental responsibility of the Board. Policies represent the will of the Board in determining how the Division will operate and reflect the values, beliefs, and expectations of the community it serves. They provide effective direction and guidelines for the actions of the Board, the Superintendent, staff, students, electors, and other stakeholders, and they serve as important sources of information for all who are connected with the Division. The adoption of new Board policies or the revision of existing policies is solely the responsibility of the Board.

In developing policy, the Board shall ensure compliance with the Education Act and all relevant provincial and federal legislation. Policy-making will be guided by careful analysis, consideration of alternatives, and consultation with appropriate stakeholders, recognizing that meaningful involvement strengthens both the quality and acceptance of policy.

Board policies shall strike an appropriate balance between the Board's responsibility to provide broad direction for the Division and the Superintendent's responsibility to exercise professional judgment in the development of administrative procedures and in the day-to-day administration of the Division.

## Guidelines and Procedures

The Board shall adhere to the following stages in its approach to policy making:

### 1. Planning

The Board, in cooperation with the Superintendent, shall assess the need for a policy, as a result of its own monitoring activities or on the suggestion of others, and identify the critical attributes of each policy to be developed.

### 2. Development

The Board may develop the policy itself or could delegate the responsibility for development to the Superintendent. The process for the development and review of policies may allow for the participation of interested and concerned groups and individuals as appropriate to their circumstances. The Superintendent is responsible for the development of all Administrative Procedures.

### 3. Implementation

The Board is responsible for the implementation of policies governing its own processes. The Board and Superintendent share the responsibility for

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implementation of policies relating to the Board-Superintendent relationship. The Superintendent is responsible for the implementation of all other policies and for the development and implementation of Administrative Procedures.

#### 4. Evaluation

The Board, in cooperation with the Superintendent, shall evaluate each policy in a timely manner in order to determine whether or not it is meeting its intended purpose.

Specifically:

- 4.1. Responsibility for the drafting of policy proposals and revisions, will reside with the Superintendent.
- 4.2. Ideas for policy are brought forward by individual Trustees, Administration or as a result of discussion with stakeholder groups.
- 4.3. When developing policy, input may be sought from those affected by the policy.
- 4.4. In approving policy, the Board will always work from the broadest, most general statement of policy, and will proceed to develop progressively more specific policies until it is satisfied that it has achieved the degrees of definition necessary in the policy area under consideration.
- 4.5. When appropriate, the Superintendent shall seek legal advice on the intent and the wording of the policy.
- 4.6. Adoption of a policy statement shall be by Board motion.
- 4.7. The formal adoption of policies shall be recorded in the minutes of the Board meeting and a copy of the approved policy shall be uploaded to the Division website following approval.
- 4.8. Each adopted policy shall be dated, numbered and titled for inclusion into the Board Policies located on the Board website.

<p><b><i>Policy Manual</i></b></p> <p>PAGE: 3 of 4</p>	<p>CODE: Policy 11          TITLE: Policy Making          APPROVED: May 26, 2009          AMENDED/REVIEWED: October XX, 2025</p>
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- 4.9. In the absence of existing policy, the Board may make decisions, by resolution, on matters affecting the administration, management, and operation of the Division. Such decisions carry the weight of policy until such time as specific written policy or Administrative Procedure is developed.
- 4.10. The Board may request the Superintendent to change or review an Administrative Procedure and will provide the rationale for same.
- 4.11. The Superintendent shall develop Administrative Procedures and may develop such other procedures as deemed necessary for the effective operation of the Division; these must be in accordance with Board policies.
- 4.12. The Board may also delete a policy and subsequently delegate the Superintendent authority over this area. The Superintendent may choose to then develop an Administrative Procedure relative to this matter.
- 4.13. The Board shall review policies regularly and as a minimum once per elected term.
- 4.14. The Superintendent is responsible for monitoring policies and procedures on an ongoing basis; for reporting the outcomes of policy decisions to the Board; and for making recommendations to the Board for revision.
- 4.15. The Superintendent shall develop Administrative Procedures as specified in Board Policy 10 – Board Delegation of Authority and may develop such other procedures as deemed necessary for the effective operation of the Division; these must be in accordance with Board policies.
- 4.16. Policies shall be developed using a common format comprising:
  - 4.16.1. Policy  
 The policy is a philosophically-based statement that is goal oriented and establishes a direction for future action.

<p><b><i>Policy Manual</i></b></p> <p>PAGE: 4 of 4</p>	<p>CODE: Policy 11          TITLE: Policy Making          APPROVED: May 26, 2009          AMENDED/REVIEWED: October XX, 2025</p>
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4.16.2. Guidelines

Guidelines define the framework within which the organization can discharge the policy with positive direction and may include items of a regulatory nature.

4.16.3. Procedures

Procedures are statements of who does what, how and what sequence. Procedures may sometimes be mandatory or discretionary.

4.16.4. Exhibits

Sample form which may be used.





**Advocacy and Engagement Committee**

Meeting Minutes

Tuesday, September 23, 2025

Central Office Board Room

**PRESENT:** Rob Martin – Trustee (Chair)  
Joan Nellis - Trustee  
Donna Koch – Trustee  
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 3:33 p.m.  
Additions to the agenda: Minister Mandate Letter and Parkland Institute report.

**2. Minutes**

The minutes for August 19, 2025, Advocacy and Engagement Committee were submitted to the Committee via email. The Committee accepted the minutes as circulated.

**3. Advocacy and Engagement Tracker Review**

The Committee reviewed the Advocacy and Engagement Tracker.

**4. MLA Meeting Debrief**

The Committee discussed the meeting with MLA Dyck and MLA Wiebe on September 2, 2025.

**Recommendation:** Committee recommends that the Board send correspondence to the MLA's thanking them for the meeting and providing additional information on the topics discussed.

**5. Preparing for the new A&E Committee after the election**

The Committee discussed:

- Revisiting Advocacy Priorities to build understanding for the new board.
- Day 1 of Orientation on October 23 and what would be reviewed related to Advocacy.
- scheduling/planning engagements for the new board after the ASBA/PSBAA FGMs in November.

**Recommendation:** same concept as current A&E committee; build understanding of Advocacy priorities first and how they've evolved over time. Wait until after FGMs to plan stakeholder engagement. Ensure there is a common understanding of Advocacy.

**6. Mandate Letter from Premier for Minister of Education and Childcare**

Mandate letter was released by the Premier on September 22<sup>nd</sup>. Discussion on parental choice and student rights/choice.

**Recommendation:** A&E committee reviews all new mandate letters after the election.

**7. Parkland Institute report**

Overall discussion about the report. Will be sent to the whole Board for their information.

**8. Other**

Discussion on having Strategic Planning tied in with Advocacy Priorities.

**9. Next Meeting**

- Wednesday, November 12 at 3:30pm – Education Collaboration Room

Meeting adjourned at 4:23 pm



**DATE:** October 14, 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

### BOARD SOCIAL UPDATE

The annual School Board has been rescheduled to March 21 at the Tara Centre at Evergreen Park. No feedback has been received regarding the postponement from October. The structure and format of the event will mirror the original plan, and the timing creates an opportunity to place an enhanced focus on supporting and celebrating staff will be made. It also raises the question of whether the timing may impact overall attendance. A year-end event and a move away from the busyness of the fall may increase the attendance of retiree's and award winners and allow for the celebration of staff in the year for which they are being recognized. In the review of the event, staff may be asked to identify a preference for the spring of the current year or the fall of the following year.

### SCHOOL-BASED PREPARATION FOR THE NATIONAL DAY FOR TRUTH AND RECONCILIATION

To prepare for the community events planned for the National Day for Truth and Reconciliation, students in grades K-8 collaboratively created a **Flower Garden of Reconciliation** by tracing and cutting handprints, forming petals around large circles, and writing short reflections on reconciliation and the meaning of *Every Child Matters*. The flowers have been displayed school wide as a visual symbol of unity, healing, and collective learning on Orange Shirt Day.

At the Composite, students were encouraged to wear Orange shirts and an Indigenous studies class beaded orange shirt pins for students. Individual classrooms integrated resources from the [Chanie Wenjack Secret Path](#) story into their instructional time. In addition to raising their teepee at the school and incorporating into lessons, all classes at Charles Spencer High School classes delivered a lesson on ReconciliACTION. ReconciliACTION" is a merging of "reconciliation" and "action," co-created by the [Gord Downie & Chanie Wenjack Fund](#) and other organizations, referring to meaningful actions taken by individuals and institutions to advance the process of reconciliation between Indigenous and non-Indigenous peoples. These actions aim to create awareness, foster understanding, facilitate conversations, and enact positive change by engaging people and institutions in the ongoing work of reconciliation.

### KIDS BRAIN HEALTH NETWORK (KBHN)

The KBHN is a Canada-wide network that invests in and supports the spread, scale, implementation and expansion of access to solutions for children with neurodevelopmental disabilities. KBHN funds research into the development of innovative programs across Canada and works with local, community and provincial organizations to support sustainable implementation of the programs and interventions.

The Superintendent and Director of Inclusive Learning recently met with a senior representative to learn about the programs and to explore whether there are any opportunities to work together this year, or in

the future, to implement programs in the division. Further meetings are being planned to review costing and appropriateness of programs in the division.

### **EXPLORING AN ISLAMIC PROGRAM OF CHOICE**

An initial meeting to discuss collaborating with the Islamic community in Grande Prairie to explore the potential development of an Islamic Program of Choice in the division occurred on Thursday, October 9. The meeting was held after this report was submitted and a verbal presentation will be shared at the Board meeting.

### **MINISTER OF EDUCATION AND CHILDCARE MANDATE LETTER**

On September 22 the Alberta government released details of a second mandate letter given to the Minister of Education and Childcare by the Premier. This letter acknowledges the Minister's prior accomplishments, such as investing \$8.6 billion in new school spaces and establishing policies for teacher discipline and trustee accountability. The primary focus of the mandate, however, outlines numerous future expectations, heavily emphasizing initiatives to promote skilled trades and streamline teacher certification for individuals with existing degrees or trade certifications. Furthermore, the Premier directs the Minister to protect parental choice in education, implement measures to safeguard students from sexually explicit materials, and negotiate a new, sustainable childcare agreement with the federal government. The letter also addresses strengthening school governance by creating a universal code of conduct for elected school board officials.

### **LABOUR DISRUPTION PLANNING**

As the labour disruption continues, at time of this report being prepared, system administration staff are supporting all division non-instructional staff with professional learning opportunities and other work-related tasks. Additionally, Alberta Education and Childcare has released a toolkit for parents to support their children at home and will be financially support parents of children 12 and under with \$30 per day to help with extra costs they incur while the teacher strike is ongoing. Detailed information is available online at <https://www.alberta.ca/parent-supports-during-school-closure>.

### **UPDATED ADMINISTRATIVE PROCEDURES (APs)**

A number of APs were edited or created as a result of the changes in legislation or identified need. The following APs, reviewed at the start of the year, are shared as examples of recent changes. A summary document outlining these updates is included at the end of this report.

[AP 166 - Emergency Health Issues Response](#)

[AP 132 - Emergency School Closure](#)

[AP 133 - Severe Weather](#)

[AP 231 - At-Home Learning](#)

[AP 262 - Extra-Curricular Programs](#)

[AP 359.1 - Sexual Orientation and Gender Identity](#)

[AP 320 - Student Records](#)

[AP 142.1 - Student Information System-SIS](#)

[AP 206 - Human Sexuality Instruction](#)

[AP 407 – Standards of Dress](#)

### **UPDATE BOARD WORK PLAN**

The Board's work plan has been updated based on conversation at the September 23 Board meeting and is attached elsewhere in the agenda package (item 4.b.). The following dates have been changed:

- A Board meeting has been added for Wednesday, November 12 to allow for two meetings in the month.

- The second day of the new Board's orientation has been rescheduled from November 20 to November 13.
- The annual Class Size Report has been rescheduled to the November 12 Regular Board meeting.

#### **BOARD ORIENTATION PLANNING**

New to the orientation plan this year is a structured review of Board meeting practices, scheduled for the first day of orientation, prior to the October 28 Regular meeting of the Board. A report outlining general meeting practices in the school division, and an illustrated Board meeting agenda are attached to this report for trustee review. Any feedback or recommendation from trustees will be appreciated.

A similar agenda for the Annual Organizational meeting will be prepared as well.

#### **TRUSTEE LAPTOPS**

At the conclusion of the 2017-2021 term of the board, trustees were provided the option to purchase laptops at a discounted rate, as the end of the term of the laptop lease coincided with the end of the term of the Board. The option to purchase laptops at the end of the current term is not available because the laptops are still under a lease agreement. The lease is set to expire next summer, and the laptops will need to be returned so the IT department can re-image them and place them in division inventory.

#### **ZONE 1 COLLEGE OF ALBERTA SCHOOL SUPERINTENDENTS (CASS) MEETING**

The first Zone 1 CASS meeting was chaired on September 26 in Fort Vermillion by Director Kim Frykas, Zone 1 Chair for 2025-2026. Key topics on the agenda included sharing challenges and plans for preparing for labour disruption, strategies to expedite the certification of teachers new to Alberta, and discussion of strategies to support severely complex students.

#### **SCHOOL BOARD APPRECIATION**

As this is the last Superintendent's Report prior to the October 20 Municipal Election, appreciation is extended to the current board. I believe evidence of the impact of your four years of advocacy, and the governance of the school division, is evident in areas such as curriculum implementation and early years assessment scheduling. I also believe the current conversations on classroom complexity happening at the provincial level have been influenced by the Board's conversations with the Minister and efforts to influence advocacy at the provincial level. Change is often a slow process, and the Board's strategic approach to influencing change by identifying priorities and focusing on them for two years at a time appears, to me at least, to be having an impact.

## Administrative Procedures Changes September 2025

### **EMERGENCY HEALTH ISSUES**

#### **AP166 Emergency Health Issues**

Education Amendment Act 2025 (Bill 27) – New expectations were identified re: the right to education during emergencies & Parental notification and consent during emergencies.

#### **AP132 Emergency School Closures**

This procedure was previously titled Inclement Weather and other Emergencies, and it has now been divided into two APs. The section on closures related to Inclement Weather was removed and a separate AP was created explicitly to address the impacts of Severe Weather.

#### **AP133 Severe Weather (New)**

This is a new AP that includes information from original AP132 Inclement Weather and other Emergencies. The AP includes addressing hot weather, wind-speed, air quality index, rainfall/hail, and unexpected weather.

#### **AP231 At-Home Learning (New)**

This AP was required due to new Government of Alberta In-Person Learning Regulation and Education Amendment Act 2025 (Bill 27). This AP addresses students' right to education during emergencies, where in-person learning is the priority and must be maintained whenever possible, continuity of education must be maintained.

#### **AP262 Extra-Curricular Program (New)**

Currently the only place Extra curricular exists is in an appendix for field trips. The changes would move Extra curricular into its own AP, with appendix that attend to requirements for supervisors/coaches who are not staff as well as the new guidelines on fairness and safety.

Four appendices are also added to address specific required details:

- Appendix A: Requirements for volunteers
- Appendix B: Staff/student roster
- Appendix C: Fairness and safety in sport procedure
- Appendix D: Parent declaration for participation in female only league

#### **AP320 Student Records**

The Administrative Procedure has been updated to add new legal references and added section 3 which outlines expectations for consent and notification of name/pronoun changes.

#### **AP142.1- Student Information System (SIS) NEW**

This procedure was added to clarify the roles and responsibilities related to the management and use of the SIS.

**AP359.1- Sexual Orientation and Gender Identity**

The following changes are made to ensure practice is consistent with legislation:

- **Gender Identity and Expression** – Addition of the parental notification requirement for students aged 16 and 17. No use of preferred name or pronouns until notification has occurred. Notification must be documented in PowerSchool.
- **Parental consent** – Addition of the requirement for students under the age of 16. (new consent form) No use of preferred name or pronouns until consent is received by school administration.

**AP206 Human Sexuality Instruction**

In addition to the title changing from 'Education' to 'Instruction', the following changes have been made to ensure consistency with legislation:

- The background has been adjusted to update grades 4-6 PEW and to add reference to the Ministerial Order and Education Act.
- Procedure 1 communicates decision to OPT IN & teacher giving 30 days' notice of teaching/instruction
- Separated out human sexuality instruction from gender identity & sexual orientation instruction.
- Schools will refrain from instruction until mid-October 13, allows for time to communication and processes to be effectively implemented.
- Added Form 206-1 – Parental Consent to Opt-In.

**AP407 Standards of Dress**

- Addition of specific reference to supporting the safety culture of the division.
- Also includes new general guidelines for staff re: professional image and suitability for the day's activities



**DATE:** October 14, 2025

**TO:** Board of Trustees

**FROM:** Ola Oladele, Associate Superintendent of Schools

**SUBJECT:** Meeting Practices in the Grande Prairie Public School Division

**REFERENCE:** Board Policy 7 – Board Operations, Board Policy 3 – Role of the Trustee, Board Policy 4 – Role of the Board Chair

## **BACKGROUND and PURPOSE**

The purpose of this report is to provide clarity for all trustees on the new board regarding the practice of managing meetings. The basic principles utilized by the Board of Trustees are presented and each part of the standing agenda format, and the minutes that are taken, are reviewed. Additionally, information is provided regarding the practice used by the Board when making motions and the use of Robert's Rules of Order.

## **SUMMARY OF HISTORICAL BOARD MEETING PRACTICES**

### *Basic Meeting Principles*

- The discussion that occurs at the board table, and the motions being made, are the primary evidence of the Board's governance efforts.
- Each trustee has a full and fair opportunity to be heard and understood by the other members of the Board in order that collective opinion can be developed and a corporate decision reached.
- Trustees will respectfully bring forward and advocate for local issues and concerns prior to a Board decision.
- Trustees will use appropriate decorum in terms of group and individual behavior.
- Trustees have equal rights, privileges and obligations.
- No person can speak until recognized by the Chair and personal remarks during debate are out of order.
- Meeting agendas are developed by the Chair, Superintendent, and Executive Assistant to the Board as per the process and timeline identified in Board Policy 7.
- Questions about motion practices are referred to the Associate Superintendent of Business Services to support discussion by the Board to achieve a resolution.

### *Agenda Review*

#### **Call to Order and Introductions**

- The Chair begins each meeting with a welcoming greeting, welcoming any members of the public who are present to observe the meeting, before asking for the playing of O' Canada.
- Following O' Canada, the Chair will read the Board's Universal Guiding Principles, from Board Policy 1, and will acknowledge the meeting is being held on Treaty 8 Territory.
- The Chair will ask attendees if there are any additions or deletions to the agenda. Following discussion, or if there are no amendments, the Chair will call for a vote of Trustees to approve the agenda as presented, or amended.
- In the opening section of the meeting, the Chair will ask all trustees to identify if they have any perceived conflicts of interest with any item on the agenda. If so, the Chair will ask the trustee to identify the conflict, and their proposed remedy. Possible conflicts could be an agenda topic in which the trustee has a personal relationship with a staff or student affected by the



discussion, or a personal business relationship. Possible remedies could include the trustee removing themselves from discussion and abstaining from voting on the issue.

- The Chair will also ask Trustees to consider the minutes of the previous Board and Committee of the Whole meeting. Any edits to the minutes, which will have been circulated to trustees previously, will be discussed, and consensus will be sought about the edit. The Chair will ask for a motion to accept the minutes.

#### **Delegations, Presentations and System Leadership Reports**

- If an individual or group from the public has been approved to present to the board, as per the process and timelines identified in Board Policy 7, their presentation will occur at this point in the agenda.
- A member of the system leadership team attending the meeting will serve as the timekeeper, to ensure compliance with board policy.
- Individuals invited to the meeting by the Board to receive recognition or an award will receive it during this point on the agenda.
- Discussion among trustees regarding presentations does not occur following the presentation. Section 4 of the agenda has a standing agenda item for discussion of the presentation to take place.

#### **Committees and Reports**

- The items in this section of the agenda are standing items on all agendas, and it begins with the Board's items. Administration reports are the last part of this section.
- When written reports are included in the agenda package distributed the week prior to the meeting, they will have been read by all trustees prior to the meeting.
- When there is no item in the package to support a report, trustees will present a brief verbal update.
- The *Governance Minute* is a section to allow each trustee to briefly speak on a topic for the purpose of illustrating what the Board's governance looks like. Topics are generally taken from Board Policy.
- In the Individual Trustee Reports section, the Chair will invite each of the trustees in turn to share any relevant information related to Board governance from their recent experience as an individual trustee. It could include questions about recent news items or identification of future potential agenda topics or motions as well as observations made while engaged in their work as a trustee.
- The Superintendent and Associate Superintendent Reports are generally presented for information, however there are times when items in their reports require discussion.

#### **New Business**

- The items in this section of the agenda are standing items on all agendas to provide trustees the opportunity to share relevant professional learning experiences they have participated in, to review the upcoming board calendar, and to review/discuss recent correspondence received or sent.
- The In-Camera section is not always used but is left on the agenda to make it visible that at times the board does discuss items, as per the criteria in Board Policy 7, out of the public eye.
- It is board policy that motions may not be made In-Camera.
- Actions arising from In-Camera discussion, and actions or discussion arising from the presentation or delegation are the last two topics on the agenda.

## **DEALING WITH MOTIONS**

Section 9 of Board Policy 9 articulates Board practice with respect to motions. Policy and practice include the following:

- A motion is required when the Board wishes to take specific action related to a topic under discussion by the Board.
- Trustees may provide a notice of motion to officially put an item on the agenda at a specific future meeting and to serve notice to all Trustees of an item to be discussed.
- Only one motion may be discussed by the Board at one time. All motions begin with “I move that.....”
- All motions are required to be framed in a positive, active tense.
- The GPPSD Board does not require a second for motions and expects that every trustee in attendance shall vote on every motion.
- Every trustee has the right to make a motion, and all trustees have the right to participate in debate about the motion.
- The Chair will ask each Trustee if they wish to comment on the motion before calling a vote, starting with the individual who made the motion and all trustees will address their comments to the Chair. The Chair will manage the conversation.
- Speakers will limit their comments to no longer than five minutes, will not be interrupted except for the purpose of seeking clarification, and trustees may not speak a second time on a motion before everyone has had the opportunity to speak.
- Following debate on a motion, the Chair will call for a vote by asking all those in favour to raise their hand. If the vote is not unanimous, the Chair will ask those opposed to identify by raising their hands.
- Trustees who were absent from a meeting in which a motion was passed are considered to be in support of the motion and to speak positively about it after the fact.
- The GPPSD Board has chosen to make all votes a recorded vote, identifying in meeting minutes how each trustee voted.
- All trustees present are required to vote, unless excused by resolution of the Board or other reason from the Education Act.

## **ROBERT’S RULES OF ORDER**

Section 9.7 of Board Policy 7 – Board Operations identifies that the Board of Trustees for the Grande Prairie Public School Division manage debate during Board Meetings using Robert’s Rules of Order. In practice, the Board of Trustees utilizes a simplified version of Robert’s Rules of Order to manage their meetings.

Rather than explicitly listing formal rules of order, the following general guidelines have historically been used.

- Everyone has the right to know what is going on at all times. Trustees have the right to ask questions for clarity, to ask for motions to be repeated, etc.
- Trustees do not speak until they are recognized by the Chair.
- The Chair is responsible for managing discussion and the flow of the meeting.
- If questions about process arise, the Associate Superintendent of Business Services will provide suggestions and support for the Chair and Board’s consideration.
- Questions about process can be raised by raising a point of order.



**Grande Prairie  
Public School  
Division**

**DATE:** October 14, 2025

**TO:** Board of Trustees

**FROM:** Ola Oladele, Associate Superintendent, Business Services

**SUBJECT:** Business Services Update

**GOVERNANCE REFERENCE:** As Per Board Policy 2 and Schedule of Reports

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## **PURPOSE**

To update the Board on preparations for the upcoming election, recent legislative changes replacing FOIP, and key outcomes from the latest SCORES Technical Committee meeting.

## **PROTECTION OF PRIVACY ACT**

In June 2025, the Government of Alberta repealed the *Freedom of Information and Protection of Privacy (FOIP) Act* and introduced two new statutes: the Access to Information Act (ATIA) and the Protection of Privacy Act (POPA).

While public access to Division records remains largely unchanged under ATIA, POPA introduces significant new requirements for how personal information is collected, used, and disclosed. These include mandatory Privacy Impact Assessments (PIAs), breach notification protocols, and the development of a formal Privacy Management Program. Administration is currently reviewing the specific legislative changes, impacts to the Division, and are in the process of implementing Privacy Impact Assessments and developing a comprehensive Privacy Management Program.

## **UPCOMING ELECTION**

Preparations for the upcoming municipal and school board trustee election on October 20, 2025 are well underway. Division staff from Information Technology and Maintenance are working closely with the City of Grande Prairie to coordinate logistics, as five school sites will be used as polling stations: Lion's Learning Center, Aspen Grove, Maude Clifford, I.V. Macklin, and Riverstone.

## **SCORES TECHNICAL COMMITTEE MEETING:**

The SCORES Technical Committee met on September 23, 2025. Key items discussed included:

- **Labour Disruption Impact:** Both GPPSD and GPCSD will honor existing user group bookings as long as support staff remain employed. No new bookings will be accepted during the strike. Community gyms will remain open to the public, as long as supervisors are available.
- **Extended Booking Fee:** The City has now implemented the new extended booking fee as part of the updated SCORES agreement. No negative feedback has been received to date, as user groups prioritize access to space.
- **Dome Project:** Groundbreaking is complete, with the facility expected to open in July 2026.
- **Legion Field Upgrade:** Initial design has been approved by Council. An RFP will be issued in the winter. The upgrade will prioritize athletics, school programming, and drop-in basketball. Administration emphasized starting construction in late June to avoid disruption to track meets.
- **Volunteer Awards:** Nominations are open until October 17 for the Bill Bowes Volunteer of the Year and George Repka Outstanding Achievement Award. Recipients will be recognized at a Council meeting and added to the Volunteer Recognition Plaque.

The next meeting has been scheduled for November 19<sup>th</sup>.



### 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>.

#### OCTOBER

Date	Event	Governance Description
Tuesday October 7	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Wednesday October 8	ASBA Zone 1 Meeting High Prairie School Division	External Board/Committee
<del>Tuesday October 14</del>	<del>Board Policy Committee (3:30 pm)</del>	<del>Standing Committee Meeting</del>
Tuesday October 14	Committee of the Whole (5:00 pm)	Board Committee of the Whole Meeting
Tuesday October 14	Regular Public Meeting (6:00 pm) - <i>Annual Student Enrollment Summary</i>	Regular Board Meeting
Wednesday October 15	Teacher Trustee Liaison Committee (3:45pm)	Standing Committee Meeting
Friday October 17	Non-Instructional Liaison Committee Meeting (4:15pm)	Standing Committee Meeting
<b>Monday October 20</b>	<b>Municipal Election Day</b>	
Thursday October 23	First day of trustee orientation	Board Development
Tuesday October 28	Annual Organizational Meeting (5:00pm) - <i>Set Board Meeting Schedule for the year</i> - <i>Review Trustee Compensation Recommendation</i>	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 Peace Wapiti School Division	External Board/Committee
Wednesday November 12	Advocacy and Engagement Committee (3:30 pm)	Standing Committee Meeting
Wednesday November 12	Committee of the Whole (5:00 pm) - <i>Review Draft Alberta Education Results Report</i> - <i>Bi-annual Risk Management Report</i>	Board Committee of the Whole Meeting
Wednesday November 12	Regular Public Meeting (6:00pm) - <i>Annual Class Size Report</i> - <i>Annual Staff Exit Survey Data Summary In Camera</i>	Regular Board Meeting
Thursday November 13	Second day of Trustee Orientation (9:00am)	Board Development
Sunday November 16 – Tuesday November 18	ASBA Fall General Meeting	External Board/Committee
Wednesday November 19 – Friday November 21	PSBAA Fall Conference & AGM	External Board/Committee
Friday, November 21	Student Advisory Committee (9:00am)	Standing Committee Meeting
Tuesday November 25	Audit Committee Meeting (4:30pm)	Standing Committee Meeting
Tuesday November 25	Regular Public Meeting (6:00 pm) - <i>Annual Student Attendance Report</i> - <i>Fall Budget Update</i> - <i>Annual Education Results Report</i>	Regular Board 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) - <i>Review Draft School Year Calendar</i>	Board Committee of the Whole Meeting
Tuesday December 9	Regular Public Meeting (6:00 pm) - <i>Review Audited Financial Statements</i>	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) - <i>Annual Student Profile and Specialized Services Report</i>	Board Committee of the Whole Meeting
Tuesday January 13	Regular Public Meeting (6:00 pm) - <i>Annual Transportation Report</i> - <i>Annual Finance Department Report</i>	Regular Board Meeting
Wednesday January 14	ASBA Zone 1 Meeting 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	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) - <i>Approval of 2026-2027 School Year Calendar</i> - <i>Annual IT Department Report</i> - <i>Q1 Budget Update</i>	Regular Board Meeting
Thursday January 29	School Assurance Meetings	Board Committee of the Whole Meeting
Friday January 30	Student Advisory Committee	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) - <i>Annual Optimum Student Learning Report</i> - <i>Annual Occupational Health and Safety Report</i>	Board Committee of the Whole Meeting
Tuesday February 10	Regular Public Meeting (6:00 pm) - <i>Annual Operations and Maintenance Department Report</i>	Regular Board Meeting
Wednesday February 11	ASBA Zone 1 Meeting Location TBC	External Board/Committee
Thursday February 12	School Assurance Meetings	Board Committee of the Whole Meeting
Thursday February 19	Board Professional Learning / Board Planning Retreat - <i>Review Education Director Workplans</i>	Board Development
Tuesday February 24	Board Policy Committee (3:30 pm)	Standing Committee Meeting
Tuesday February 24	Regular Public Meeting (6:00 pm) - <i>Board Budget Development Process and Budget Guiding Principles Development</i> - <i>Annual Human Resources and Wellness Report</i>	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) - <i>Draft 3-Year Capital Plan</i>	Board Committee of the Whole Meeting
Tuesday March 10	Regular Public Meeting (6:00 pm) - <i>Indigenous Companion Document Update</i>	Regular Board Meeting
Wednesday March 11	ASBA Zone 1 Meeting 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) - <i>Q2 Budget Update</i> - <i>3-Year Capital Plan Approval</i>	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 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) - <i>Annual Succession Planning Report</i> - <i>Annual Division Compensation Report</i> - <i>Bi-Annual Risk Management Report</i>	Board Committee of the Whole Meeting
Tuesday April 21	Regular Public Meeting (6:00 pm)	Regular Board Meeting
Friday April 24	Student Advisory Committee	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) - 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) - Draft Division Budget	Board Committee of the Whole Meeting
Tuesday May 12	Regular Public Meeting (6:00 pm) - Board Policy 16 – Student Fees Update	Regular Board Meeting
Wednesday May 13	ASBA Zone 1 Meeting 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) - 2026-2027 Division Budget Approval - 3-Year Education Plan Approval	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	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) - Q3 Budget Update - Annual Locally Developed Courses Update - Annual Summer Maintenance Work Schedule Review	Regular Board Meeting
Wednesday June 10	ASBA Zone 1 Meeting 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

## AUGUST 2025

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 - Review ASBA Position Statement Drafts	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 GP Catholic School Division Office	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

September 10, 2025

Marilyn Dennis, President  
Alberta School Boards Association  
Suite 1200, 9925 – 109 Street  
Edmonton, AB T5K 2J8

**Re: Increased Effectiveness of Business Meetings**

Dear President Dennis,

The purpose of this letter is to outline a process change that we believe would significantly improve the efficiency and effectiveness of ASBA business meetings while still allowing meaningful debate of position statements.

Currently, once a proposed position statement is introduced on the floor it can be amended in many ways, some of which can significantly change the original stance. Often, these amendments are made quickly and spontaneously, sometimes leading to incomplete or poorly considered positions being adopted. Amendments are also made for minor word changes that do not alter the main meaning. The final result of this process is a waste of valuable time with little benefit or, at times, a complete deviation from the original position's intended message.

The Trustees of Northern Gateway Public Schools recommend that debate focus primarily on the substance of position statements and that no amendments be permitted. Additionally, we suggest that ASBA staff be responsible for editing the statement to accurately reflect the core idea once it has been approved through voting. By avoiding acceptance of amendments for minor language adjustments or those that alter the main message, the debate will become more focused, and managing time constraints will be easier.

Thank you for considering this process change. We would be happy to engage in a full discussion about how our Board envisions a revised process.

Sincerely,



Gerry Steinke  
Board Chair

cc: Alberta School Boards





Luci Henry  
Board Chair, Ward A

Lana Thompson  
Vice Chair, Ward B

Trudy Bratland  
Ward C

Kelly Lowry  
Ward D

Brent Buchanan  
Ward D

Darryl Stendie  
Ward E

Tim De Ruyck  
Superintendent of Schools

6000 Highway 2A  
Ponoka, Alberta T4J 1P6

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

sent via email

## Wolf Creek Public Schools

September 25, 2025

Honourable Demetrios Nicolaides  
Minister of Education & Childcare  
228 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6  
[education.minister@gov.ab.ca](mailto:education.minister@gov.ab.ca)

Honourable Martin Long  
Minister of Infrastructure  
419 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6  
[infrastructure.minister@gov.ab.ca](mailto:infrastructure.minister@gov.ab.ca)

Dear Ministers,

### RE: Real Property Governance - School Ownership

I am writing on behalf of the Wolf Creek Public Schools Board of Trustees. We wish to express concern regarding the *Real Property Governance Act* and the potential implications for school divisions and municipalities.

Historically, when property was required for future school construction, a school division would make the request to the local municipality, and the land would then be designated. In doing so, it was of the understanding that should the land at any point no longer be required for school construction, it would be returned to the local municipality. The same would be true when a school existed and was no longer required at any point. This is often articulated in Joint Use and Planning Agreements.

Under this new legislation, a school division cannot return property to a municipality without first seeing if the Alberta government wants to retain the property for its own purposes. We know it has been stated that the intended purpose of land and buildings would remain educational should a school division no longer require a property, and there is no intent to impact JUPA agreements, but overall, this new legislation creates an element of uncertainty which was not previously present.

Additionally, Alberta Infrastructure will own the land and buildings for any new and/or replacement schools, and lease back to School Boards. As a result, this could limit the ability of school divisions to partner with communities, given that we do not own the land and buildings.

Further, there are often green spaces which are part of the property where schools exist or where new schools may be constructed. This allows for partnership opportunities between school divisions and municipalities, such as the development of playgrounds, ball diamonds, or outdoor skating facilities, given that school divisions do not receive funding for this. Our concern is that these types of opportunities could now be hindered, given that the ownership of property is no longer an agreement between school divisions and municipalities.

Finally, we believe the *Real Property Governance Act* represents further erosion of the responsibilities of local school divisions and municipalities. We request that the *Real Property Governance Act* be amended to address the concerns noted above. We believe the provincial inventory of land and buildings could be strengthened without the need for ownership to be held provincially.

Thank you for your time, and we look forward to your response.

Sincerely,

A handwritten signature in dark ink, reading "Lucie Henry". The signature is fluid and cursive, with the first name "Lucie" and the last name "Henry" clearly distinguishable.

Luci Henry  
Board Chair

Cc ASBA  
PSBAA  
All Board Chairs  
Local MLAs  
Local Municipalities  
WCPS Principals & School Council Chairs





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



September 26, 2025

**Delivered via email only**

MLA Nolan Dyck

[GrandePrairie@assembly.ab.ca](mailto:GrandePrairie@assembly.ab.ca)

MLA Ron Wiebe

[GrandePrairie.Wapiti@assembly.ab.ca](mailto:GrandePrairie.Wapiti@assembly.ab.ca)

Dear MLA Dyck and MLA Wiebe,

On behalf of the Board of Trustees of the Grande Prairie Public School Division, I would like to thank you for taking the time to meet with us recently to discuss matters of importance to our students, staff, and community.

We appreciated the opportunity to highlight our top capital priorities. The approval of a new K-8 in the Kensington neighbourhood and the expansion of our Montessori programming to grade 8 will make a positive impact for students, their families and our community.

It is our hope that our discussion about the challenges we are experiencing related to complexity in our schools will support your understanding of our needs and your work in the Legislature. For example, the rapid increase in the number of English as an Additional Language (EAL) Learners to approximately 10% of our student population has created a significant challenge.

We also hope the review of our system administration and governance expenses, and in particular the fact they have consistently remained as approximately 3% of the Division's annual budget (which is under the cap established by Alberta Education) and have not increased significantly during our division's significant growth over the last several years, adds to your confidence in the prudent operation of our division.

Your commitment to understanding the needs of our division and your engagement when we meet is obvious and greatly appreciated. Our Board looks forward to continued collaboration for the benefit of the staff, students, and parents of our division.

Sincerely,

Joan Nellis, Board Chair

On behalf of the Grande Prairie Public School Division Board of Trustees

cc: Grande Prairie Public School Division Board of Trustees  
Marilyn Dennis, President of the Alberta School Boards Association  
Dennis MacNeil, President of the Public School Boards' Association of Alberta



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

   GPPSD2357

**Sent by email only**

October 1, 2025

The Honourable Minister Demetrios Nicolaides  
Minister of Education and Childcare  
228 Legislature Building  
10800 - 97 Avenue  
Edmonton, Alberta T5K 2B6

**Subject: Support for the Integrated School Support Program (ISSP)**

I am writing on behalf of the Board of Trustees at the Grande Prairie Public School Division to express our strong and enthusiastic support for the continued implementation and expansion of the Integrated School Support Program (ISSP) by Alberta Education. This provincial program, which operates in one school in our division, has become an essential part of our school community that addresses the academic, social, and emotional needs of students, contributing to improved outcomes for children, families, and communities. Overall, we have seen student enrollment at Hillside Community School (where the ISSP is offered) increase by approximately 6%.

The ISSP takes a holistic approach to youth development by combining mental health services, nutrition support, physical education, after-school programming, and a positive police presence. This multi-faceted support structure has had a transformative impact on our students and school environment.

Our school has witnessed meaningful improvements in student engagement, behavior, confidence, and academic success, results that speak volumes about the program's effectiveness. It has also strengthened our school's relationship with families, community members, and local law enforcement.

Some of the key benefits we have seen include:

- **Mental Health Support:** Students have greater access to professional help, which has improved their emotional regulation, reduced anxiety, and built lasting resilience.
- **Nutrition Program:** Access to nutritious meals has enabled students to focus better in the classroom and has improved their overall health and well-being.
- **Physical Education:** Regular physical activity through the program promotes not only fitness but also focus, teamwork, and building self-esteem.
- **After-School Support:** Academic reinforcement and positive mentorship helps students reach their full potential, especially those who need additional guidance outside of regular school day hours.
- **Positive Police Presence:** This has fostered mutual respect and understanding between youth and law enforcement, contributing to a safer, more inclusive school culture.



As a result of the significant and lasting difference this program makes, we at the Grande Prairie Public School Division remain committed to prioritizing our internal resources to support the ISSP as much as possible. We believe in its power to change lives and inspire a stronger, more connected community. For this reason, we hope the program continues to receive funding and support, and that it can be expanded to more schools across the province in the future so it can remain active and increase its impact on students.

We kindly ask that you consider this letter as a reflection of the immense value and appreciation we have for the ISSP. Your continuous support will ensure our students continue to benefit from this life-changing initiative, and that we can continue to create an inclusive learning environment where all students, regardless of their needs, can succeed.

Please feel free to contact us to discuss how we can work together to secure the future of this vital program.

Sincerely,

A handwritten signature in blue ink that reads "Joan Nellis". The signature is written in a cursive, flowing style.

Joan Nellis, Board Chair  
Grande Prairie Public School Division