



# BOARD MEETING MINUTES

June 20, 2024

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, June 20, 2024—in the Boardroom at the Central Services Office in Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Cathy Allen, calling the meeting to order at 9:02 a.m.

## BOARD MEMBERS PRESENT

C. Allen, Board Chair  
S. Miller, Vice-Chair  
T. Boymook  
R. Footz  
C. Holowaychuk  
D. Irwin  
J. Shotbolt  
R. Sorochan

## ADMINISTRATION PRESENT

S. Stoddard, Superintendent  
J. Smith, Acting Associate Superintendent – Supports for Students  
MJ Nam, Acting Associate Superintendent – Human Resources  
C. Cole, Secretary-Treasurer  
D. Antymniuk, Division Principal  
W. Gilewich, Information and Security Officer  
J. Anderson, Director, Early Learning & New Curriculum  
C. Langford-Pickering, Executive Assistant/Recording Secretary

## CALL TO ORDER

The meeting was called to order at 9:02 a.m. with all trustees noted above in attendance.

## IN-CAMERA SESSION

Board Chair Allen asked for a trustee to move in camera.

116/2024 | Trustee Irwin moved: That the Board meet in camera (9:02 a.m.).

*CARRIED UNANIMOUSLY*

117/2024 | Trustee Boymook moved: That the Board revert to the regular session (9:56 a.m.).

*CARRIED UNANIMOUSLY*

*The Board recessed at 9:56 a.m. and reconvened at 10:05 a.m. with all trustees noted above in attendance.*

## TREATY 6 ACKNOWLEDGMENT

Board Chair Allen called the meeting to order at 10:05 a.m., welcomed all in attendance and marked the last Board Meeting for the 2023-24 school year.

Board Chair Allen recognized June 21st National Indigenous Peoples Day and acknowledged the learning and stories, and the opportunities available to all, to read, learn and experience. Board Chair shared there is lots of learning taking place in our schools; and is humbled to read the land acknowledgment.

## **AGENDA**

Board Chair Allen called for any additions or deletions to the Agenda.

118/2024 | Trustee Sorochan moved: That the Agenda be adopted, as circulated.

*CARRIED UNANIMOUSLY*

## **APPROVAL OF MINUTES**

Board Chair Allen called for confirmation of the May 30, 2024 Board Meeting Minutes.

119/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the Minutes of the May 30, 2024 Board Meeting, as circulated.

*CARRIED UNANIMOUSLY*

Board Chair Allen called for confirmation of the June 6, 2024 Board Meeting Minutes.

120/2024 | Trustee Shotbolt moved: That the Board of Trustees approves the Minutes of the June 6, 2024 Board Meeting, as circulated.

*CARRIED UNANIMOUSLY*

## **CHAIR REPORT**

Board Chair Allen presented the Chair's Report. Board Chair Allen led the report by extending congratulations to Trustee Holowaychuk for completing the ASBA Trustee Governance Program offered at the University of Calgary and the importance of lifelong learning. Congratulations was shared by all!

121/2024 | Board Chair Allen moved: That the Board of Trustees receives for information the Chair Report.

*CARRIED UNANIMOUSLY*

## **SUPERINTENDENT REPORT**

Superintendent Stoddard presented the Superintendent's Report. Dr. Stoddard led the report by recognizing the amazing staff who come to school every day and who welcome and support every student who walks through their doors. Dr. Stoddard thanked the parents, caregivers and other partners who walk along side the students in a collective effort to assist student achievement.

Dr. Stoddard expressed gratitude to the Board for sharing their strategic direction for her and her team to move the Division forward. Wished everyone a restful summer!

122/2024 | Trustee Sorochan moved: That the Board of Trustees receives for information the Superintendent Report.

*CARRIED UNANIMOUSLY*

## **COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS**

No comments, presentations or delegations were presented.

## **Association/Employee Groups**

### **ATA LOCAL NO. 28 REPORT**

Board Chair Allen welcomed and invited the ATA representative, M. Holm, to present the ATA Local No. 28 Report. ATA Representative Holm thanked the dedicated educators for their support, then proceeded to share the ATA report.

Trustee Footz thanked the ATA Local 28 for the invitation to the Elk Island Local #28 Retirement Dinner and Celebration on June 14, 2024. The event allowed trustees time to recognize the committed service of the retirees.

Board Chair Allen asked Representative Holm to pass on gratitude to her colleagues for the work they have done this year.

123/2024 | Trustee Footz moved: That the Board of Trustees receives for information the report from the representative of the ATA Local No. 28.

*CARRIED UNANIMOUSLY*

### **EMPLOYEE RELATIONS GROUP (ERG) REPORT**

Board Chair Allen welcomed and invited ERG Representative, M. Miller, to present the Employee Relations Group Report.

Superintendent Stoddard highlighted the excitement shared by the educational assistants involved in the EA Pilot Project and extended appreciation for their continued passion for growth to support their work with students.

On behalf of the Board, Board Chair Allen asked Representative Miller to extend thank you to her colleagues, and that it's the village that raises children—we are all involved in this together.

124/2024 | Trustee Irwin moved: That the Board of Trustees receives for information the report from the representative of the Employee Relations Group.

*CARRIED UNANIMOUSLY*

## **Business Arising from Previous Meeting**

No business arising from previous business.

## **New Business**

### **BUSINESS ARISING FROM IN CAMERA**

No business arising from in camera.

### **APPROVAL OF THE SUPERINTENDENT EVALUATION**

Board Chair Allen presented to the Board for approval the Superintendent's Evaluation Report.

125/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the Superintendent's Evaluation Report as developed in the facilitated evaluation session on June 19, 2024, as an accurate assessment of the Superintendent's performance for the period of July 1, 2023, to June 18, 2024; and FURTHER, that the Board authorize the Board Chair to make any required technical edits and to sign the report on the Board's behalf.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 7: BOARD OPERATIONS**

Trustee Footz presented to the Board for approval the amendments to Board Policy 7: Board Operations.

126/2024 | Trustee Boymook moved: That the Board of Trustees approves the amendments to Board Policy 7: Board Operations, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 13: APPEALS AND HEARINGS REGARDING STUDENT MATTERS**

Trustee Footz presented to the Board for approval the amendments to Board Policy 13: Appeals and Hearings Regarding Student Matters.

127/2024 | Vice-Chair Miller moved: That the Board of Trustees approves the amendments to Board Policy 13: Appeals and Hearings Regarding Student Matters, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 17: STUDENT TRANSPORTATION SERVICES**

Trustee Footz presented to the Board for approval the amendments to Board Policy 17: Student Transportation Services.

128/2024 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 17: Student Transportation Services, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 18: ALTERNATIVE PROGRAMS**

Trustee Footz presented to the Board for approval the amendments to Board Policy 18: Alternative Programs. Trustee Boymook noted that she tabled this motion at the May 30, 2024, meeting, and is happy to support the newly proposed amendments.

129/2024 | Trustee Shotbolt moved: That the Board of Trustees approves the amendments to Board Policy 18: Alternative Programs, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 20: ASSESSMENT AND REPORTING OF STUDENT LEARNING**

Trustee Footz presented to the Board for approval the amendments to Board Policy 20: Assessment and Reporting of Student Learning.

130/2024 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 20: Assessment and Reporting of Student Learning, as presented.

Trustee Holowaychuk requested an amendment be made to section 1.9, as Policy 10, section 6 stipulates that the Board has the right, if the Superintendent is not meeting the Board's direction.

131/2024 | Trustee Holowaychuk moved: That the Board of Trustees accept a formal amendment to section 1.9, to read:

*Significant **changes to formal reporting procedures templates** shall be shared with the Board prior to implementation.*

Board Chair Allen opened the floor for questions and comments on the amendment.

**VOTE ON THE AMENDMENT** | *CARRIED UNANIMOUSLY*

**POINT OF ORDER** called by Trustee Holowaychuk to vote on the main motion **as amended**.

Trustee Sorochan requested a friendly amendment be made under Instructional Support Plan (ISP) to remove the word "a" following the word "with", to read:

*All students with a diagnosed special education needs, from severely disabled to the gifted and talented, require an Instructional Support Plan.*

The friendly amendment was supported by the Board.

**VOTE ON MOTION 130/2024 AS AMENDED** | *CARRIED UNANIMOUSLY*

## **BOARD POLICY 21: EXPENSE TRANSPARENCY**

Trustee Footz presented to the Board for approval the amendments to Board Policy 21: Expense Transparency.

132/2024 | Trustee Boymook moved: That the Board of Trustees approves the amendments to Board Policy 21: Expense Transparency, as presented.

*CARRIED UNANIMOUSLY*

## **BOARD POLICY 22: HEALTH AND SAFETY**

Trustee Footz presented to the Board for approval the amendments to Board Policy 22: Health and Safety.

*Trustee Shotbolt left the meeting at 11:21 a.m.*

133/2024 | Vice-Chair Miller moved: That the Board of Trustees approves the amendments to Board Policy 22: Health and Safety, as presented.

*CARRIED UNANIMOUSLY*

## **SURPLUS PROPERTY DECLARATION – ÉCOLE CAMPBELLTOWN**

Assistant Director Dragon presented to the Board for approval a recommendation to declare the École Campbelltown building, excluding all modular classrooms, surplus to the Board's needs.

134/2024 | Trustee Boymook moved: That the Board of Trustees declares the École Campbelltown building, excluding all modular classrooms (T3688, T6009, T7466 and T7467), surplus to the Board's needs—effective 90 days following occupancy of the Sherwood Park replacement school; and

that pursuant to section 7 (b) of the Alberta Real Property Governance Act (RPGA) the Board of Trustees offers to transfer the real property (École Campbelltown building) to the Department of Infrastructure at net book value; and

that if Alberta Infrastructure declines the offer to transfer the Minister of Education pursuant to sections 9 and 10 of Alberta Regulation 86/2019, *Education Act*, Disposition of Property Regulation approves the Board's declaration; and

- the real property be transferred to Strathcona County, or
- if the municipality refuses, to be disposed of as per the regulation.

*Trustee Shotbolt returned at 11:23 a.m.*

*Trustee Irwin left the meeting at 11:39 a.m. and returned at 11:42 a.m.*

VOTE ON MOTION 134/2024 | *CARRIED UNANIMOUSLY*

## **Committee Reports**

### **AUDIT COMMITTEE**

Vice-Chair Miller presented a report for information from the Audit Committee meetings held on June 5, 2024.

135/2024 | Vice-Chair Miller moved: That the Board of Trustees receives for information the report from the Audit Committee meeting held on June 5, 2024.

*CARRIED UNANIMOUSLY*

### **POLICY COMMITTEE**

Trustee Footz presented a report for information from the Policy Committee meeting held on June 10, 2024.

Trustee Boymook noted that the Board cannot have an alternative member of the Teachers' Employer Bargaining Association (TEBA) committee. If a new member attends, it automatically removes the former member.

136/2024 | Trustee Footz moved: That the Board of Trustees receives for information the report from the Policy Committee meeting held on June 10, 2024.

*CARRIED UNANIMOUSLY*

## Reports for Information

### **ENGAGEMENT PLAN: PROJECT 1 TRANSITION PLANNING**

Associate Superintendent Stoddard presented to the Board the Engagement Plan: Project 1 transition planning for information.

137/2024 | Trustee Irwin moved: That the Board of Trustees receives for information Elk Island Public Schools' (EIPS) Engagement Plan: Project 1 transition planning.

*CARRIED UNANIMOUSLY*

*Trustees recessed at 12:12 p.m. and reconvened at 1:16 p.m. with all trustees noted above in attendance.*

### **UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2023 TO MAY 31, 2024**

Director Lewis presented to the Board the Unaudited Financial Report for the period Sept. 1, 2023 to May 31, 2024, for information.

138/2024 | Trustee Irwin moved: That the Board of Trustees receives for information the Unaudited Financial Report for the period Sept. 1, 2023 to May 31, 2024, for Elk Island Public Schools.

*CARRIED UNANIMOUSLY*

### **PLAYGROUND SUMMARY REPORT 2023-24**

Director Wait and Manager Bennett presented to the Board the 2023-24 playground summary report for information. Director Wait noted the importance of playgrounds to physical fitness. As stated, Elk Island Public Schools believes all students deserve to play in an engaging and safe environment.

139/2024 | Trustee Irwin moved: That the Board of Trustees receives for information a report on Elk Island Public Schools (EIPS) playground for the 2023-24 school year.

*Trustee Irwin left the meeting at 2:09 p.m. and returned at 2:10 p.m.*

*VOTE ON MOTION 139/2024: CARRIED UNANIMOUSLY*

### **NATIONAL AND INTERNATIONAL FIELD TRIPS 2023-24**

Superintendent Stoddard presented to the Board for information the National and International Field Trips Report and introduced Acting Associate Superintendent Smith to answer questions.

140/2024 | Vice-Chair Miller moved: That the Board of Trustees receives for information a report on national and international field trips for the 2022-23 school year.

*CARRIED UNANIMOUSLY*

Trustee Boymook requested that administration share with the Board the number of unapproved applications for the next school year at the June Caucus meeting. Board Chair Allen asked for a show of hands in support of the request.

In Favour: Trustee Boymook, Trustee Shotbolt, Trustee Footz, Vice-Chair Miller, and Trustee Holowaychuk  
Opposed: Board Chair Allen, Trustee Sorochan and Trustee Irwin

### **LOCALLY DEVELOPED COURSES 2023-24**

Superintendent Stoddard presented to the Board the Locally Developed Courses for the first semester 2024-25 school year. Career Pathways Supervisor Oleksyn was available to answer questions.

141/2024 | Trustee Sorochan moved: That the Board of Trustees receives for information a report on Locally Developed Courses for the first semester 2024-25 school year.

*CARRIED UNANIMOUSLY*

### **TRUSTEES NOTICES OF MOTIONS/REQUESTS FOR INFORMATION**

No notices of motion or requests for information were presented.

Board Chair Allen thanked all employees for their year's work. Thanked Superintendent Stoddard for her leadership— getting through the year, her wonderful work, moving student learning, and supporting teachers and adults. Thanked senior administration, Central Services staff, teachers, school administration, classified staff on the ground running with students every day, and all the other people providing support.

Board Chair Allen thanked her colleagues for their support in her new role as Board Chair and for their encouragement and reminders. She is grateful for the commitment shown by trustees to the school division.

Board Chair Allen wants EIPS to be a place where everyone wants to work, where students want to learn and be proud to be a part of Elk Island Public Schools.

Trustee Irwin added gratitude to support staff including custodians, maintenance support for grounds and facilities.

Trustee Sorochan thanked Superintendent Stoddard and supports her work. Also, extended thanks to the parents, guardians and caregivers—couldn't do this work without them. Kudos to the students for coming to school each day, smiling, telling their stories, showing their talents and abilities, and knowing as they move forward to do great things EIPS has prepared them for the future world. We will be in good hands for the great work.

Vice-Chair Miller shared appreciation for Board Chair Allen's work in leading the Board well.

Safe travels, relax and may the summer bring you joy!

### **ADJOURNMENT**

Board Chair Allen noted the Board had reached the end of the public meeting agenda and declared the meeting adjourned at 2:45 p.m.

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Cathy Allen, Board Chair

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Sandra Stoddard, Superintendent