



BOARD MEETING MINUTES

Sept. 19, 2024

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, Sept. 19, 2024, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Cathy Allen calling the meeting to order at 9:01 a.m.

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

S. Stoddard, Superintendent
R. Marshall, Associate Superintendent
R. Johnson, Associate Superintendent
C. Cole, Secretary-Treasurer
D. Antymniuk, Division Principal
J. Anderson, Executive Director, Division Support and Transportation Services
W. Gilewich, Executive Director, Facility Services and Information Technologies
L. McNabb, Director, Communications Services
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:01 a.m. with all trustees noted above in attendance.

IN-CAMERA SESSION

163/2024 | Trustee Sorochan moved: That the Board meet in camera (9:01 a.m.).

CARRIED UNANIMOUSLY

164/2024 | Trustee Irwin moved: That the Board revert to regular session (10:01 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 10:01 a.m. and reconvened at 10:08 a.m. with all trustees noted above in attendance except for Trustee Shotbolt.

Board Chair Allen welcomed Trustee Footz and Trustee Shotbolt who will join the meeting online.

LAND AND PEOPLE ACKNOWLEDGMENT

Board Chair Allen welcomed all in attendance to the public session, followed by the Land and People Acknowledgment.

AGENDA

Board Chair Allen called for additions or deletions to the Agenda. Board Chair Allen put forward the removal of agenda item 13, Board Chair Committee Representatives List 2024-25 to be brought back to a future meeting.

Trustee Shotbolt arrived at 10:10 a.m.

165/2024 | Trustee Irwin moved: That the Agenda be adopted, as amended.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Allen called for confirmation of the Aug. 22, 2024 Board Meeting Minutes.

Trustee Sorochan referenced page 8 of the Board package. The Board meeting minutes indicated that the Board reverted to regular session at 2:15 p.m. and adjourned at 2:24 p.m. — nine minutes of unaccounted time, and that an explanation is required for the time lost. Recommendation was made to add similar wording noted in the Organizational Meeting minutes on page 9 of 76, which included:

Secretary-Treasurer Cole called the meeting to order at 2:23 p.m. with all trustees noted above in attendance, then proceeded with the Land and People acknowledgment.

POINT OF ORDER called by Trustee Boymook to adjourn the public Board meeting before continuing on with the Organizational meeting agenda. The adjournment was called by Board Chair Allen at 2:24 p.m. and noted in the appropriate Minutes of the Aug. 22, 2024 Board Meeting.

Secretary-Treasurer Cole then called the meeting to order at 2:24 p.m. with all trustees noted above in attendance, followed by the Land and People acknowledgment.

166/2024 | Trustee Sorochan moved: That the Board of Trustees approve the Minutes of Aug. 22, 2024 Board Meeting, as amended.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the Aug. 22, 2024 Board Organizational Meeting Minutes.

167/2024 | Trustee Holowaychuk moved: That the Board of Trustees approve the Minutes of Aug. 22, 2024 Board Organizational Meeting, as circulated.

CARRIED UNANIMOUSLY

CHAIR REPORT

Board Chair Allen presented the Chair Report on behalf of the Board of Trustees for information.

168/2024 | Board Chair Allen moved: That the Board of Trustees receives for information the Chair report.

CARRIED UNANIMOUSLY

SUPERINTENDENT REPORT

Superintendent Stoddard presented the Superintendent Report for information.

169/2024 | Trustee Boymook 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 reported.

Association/Employee Groups

ATA LOCAL REPORT

Board Chair Allen welcomed ATA representative M. Holm. Representative Holm presented the Local ATA report to the Board.

170/2024 | Trustee Irwin moved: That the Board of Trustees receives for information the report from the representative of the ATA Local #28.

CARRIED UNANIMOUSLY

EMPLOYEE RELATIONS GROUP (ERG) REPORT

Board Chair Allen welcomed Employee Relations Group (ERG) representative M. Miller. Representative Miller presented the ERG report to the Board.

171/2024 | Trustee Holowaychuk moved: That the Board of Trustees receives for information the report from the representative of the Employee Relations Group (ERG).

CARRIED UNANIMOUSLY

Business Arising from Previous Meeting

No business arising from the previous meeting.

New Business

BUSINESS ARISING FROM IN CAMERA

No business arising from in camera.

ACTING CHAIR SCHEDULE 2024-25

Board Chair Allen presented to the Board the 2024-25 Acting Chair Schedule for approval.

172/2024 | Board Chair Allen moved: That the Board of Trustees approve the 2024-25 schedule for the position of Acting Chair to serve in the absence of the Chair and Vice-Chair, as presented.

CARRIED UNANIMOUSLY

BOARD COMMITTEE REPRESENTATIVES LIST 2024-25

The Board Committee Representatives List 2024-25 was removed from the agenda. Board Chair Allen noted that the Board Committees are still operating and meeting, according to the 2023-24 list and will continue until this report is brought back for approval.

NEW GOVERNANCE AND EVALUATION COMMITTEE

Board Chair Allen presented to the Board the formation of a new pilot committee to support the Board's work with handbooks, retreat, evaluations, and election preparedness.

Trustees shared their support for the pilot committee as it provides an opportunity to weigh the merit, allows those with experience to share perspectives. The committee allows an opportunity for the Board to focus on governance.

173/2024 | Board Chair Allen moved: That for the 2024-25 school year the Board of Trustees establish a Governance and Evaluation Committee as a pilot to evaluate and determine if it should be a standing committee moving forward.

If approved, that Trustee Boymook, Trustee Holowaychuk, Vice-Chair Miller, and Board Chair Allen be appointed as committee members.

CARRIED UNANIMOUSLY

ANNUAL TRUSTEE REMUNERATION 2024-25

Superintendent Stoddard presented to the Board the annual trustee remuneration for 2024-25 for approval.

174/2024 | Trustee Sorochan moved: That the Board of Trustees approves the trustees' annual remuneration for the 2024-25 year remain the same as the prior year.

CARRIED UNANIMOUSLY

POLICY 24: PERSONAL COMMUNICATION DEVICES

Superintendent Stoddard presented to the Board the report to rescind Board Policy 24: Personal Communication Devices and to amend Administrative Procedure 145 to capture the central ideas of current Board Policy 24. Because our board had previously established their own policy the Ministerial Order did not have a huge impact on our policy and administrative procedures.

Board Chair Allen opened the floor for questions.

Trustee Sorochan shared internet network inquiries in Fort Saskatchewan. Superintendent Stoddard suggested to the Board to advise staff to submit a Jira ticket for tracking purposes.

175/2024 | Trustee Boymook moved: That the Board of Trustees rescind Board Policy 24: Personal Communication Devices. Guidelines for personal communication devices usage in schools shall be outlined in Administrative Procedures.

CARRIED UNANIMOUSLY

COLLABORATION AND PROFESSIONAL LEARNING

Superintendent Stoddard presented to the Board research on the positive impact of regular, sustained and embedded collaboration and professional learning on student achievement. As the approval of the Division Calendar is part of the Board's responsibility, she asked that this research be taken into consideration in the development of the 2025-26 and 2026-27 Division Calendars.

176/2024 | Trustee Irwin moved: That the Board of Trustees considers the research on the positive impact collaboration and professional learning has on student achievement and provides direction to administration on next steps for the development of potential options for the 2025-26 and 2026-27 Division Calendars.

Trustee Shotbolt left the meeting at 11:11 a.m. and returned at 11:13 a.m.

Trustee Irwin left the meeting at 11:21 a.m. and returned at 11:23 a.m.

Board Chair Allen opened the floor for discussion on next steps for administration. Provided trustees three opportunities to speak.

Superintendent Stoddard expressed that experience and research shows that ongoing, sustained and embedded collaboration has significant effect on student achievement and overall success. Examples were shared on the working of the collaborative response model processes and structure.

Superintendent Stoddard shared that the Leadership Group will be gathering at the September Retreat for a more in-depth conversation on processes and structures to support effective collaboration and shared that an administrative procedure would be developed to guide what formal collaborative time would look like throughout the Division if an alternative calendar were approved. She also agreed to consider exploring the costs and potential of removing a professional development day if a weekly early dismissal alternative calendar was being considered.

Trustee Shotbolt left the meeting at 11:58 a.m.

VOTE ON MOTION 176/2024 | CARRIED UNANIMOUSLY

The Board recessed for lunch at 12:08 p.m. and reconvened at 1:13 p.m. with all trustees noted above in attendance.

The Board proceeded with the discussion on the benefits of collaboration and professional learning on student learning.

177/2024 | Trustee Sorochan moved: That the Board of Trustees direct Administration to develop alternate, potential, calendar options, that are aligned to research, for the 2025-26 and 2026-27 school years, for consideration; and

That the Board of Trustees also directs Administration to create a draft “Collaboration and Professional Time” Administrative Procedure that outlines the utilization of professional development time, develop a calendar survey for stakeholders with accompanying video, and ensure all proposed calendar options maintain the November Break.

CARRIED UNANIMOUSLY

Committee Reports

No committee reports were presented.

Reports for Information

READ ENRICHMENT AND DEVELOPMENT (READ) PILOT PROJECT AND LEVERAGING STUDENT ACHIEVEMENT UPDATE

Associate Superintendent Marshall presented to the Board an update on the READ Pilot Project and the allocation of the Leveraging Student Achievement funds for information.

Trustee Shotbolt left the meeting at 1:56 p.m. and returned at 1:57 p.m.

178/2024 | Trustee Boymook moved: That the Board of Trustees receives for information a report on the Reading Enrichment and Development (READ) Pilot Project and Leveraging Student Achievement funds.

CARRIED UNANIMOUSLY

FACILITY SERVICES – 2023-24 SUMMER PROJECTS UPDATE

Director Cal Wait and Assistant Director Hoose presented to the Board the Facility Services 2023-24 Summer Projects update.

Board Chair Allen extended gratitude on behalf of the Board to the Facility Services staff for their work over the summer.

Superintendent Stoddard shared gratitude for the work provided on SouthPointe School grounds.

179/2024 | Trustee Irwin moved: That the Board of Trustees receives for information the Facility Services 2023-24 Summer Projects update.

CARRIED UNANIMOUSLY

Trustee Notices of Motion and Requests for Information

No notices of motion or requests for information were presented.

Board Chair Allen declared the Board had reached the end of the public session at 2:26 p.m.

IN-CAMERA SESSION

180/2024 | Trustee Sorochan moved: That the Board meet in camera (2:26 p.m.).

CARRIED UNANIMOUSLY

The Board recessed at 2:26 p.m. and reconvened at 2:28 p.m. with all trustees noted above in attendance.

181/2024 | Trustee Holowaychuk moved: That the Board revert to regular session (3:29 p.m.).

CARRIED UNANIMOUSLY

ADJOURNMENT

Board Chair Allen declared the meeting adjourned at 3:29 p.m.

Cathy Allen, Board Chair

Sandra Stoddard, Superintendent