



BOARD MEETING MINUTES

December 19, 2024

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, December 19, 2024, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Allen calling the meeting to order at 9:06 a.m.

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

S. Stoddard, Superintendent
R. Marshall, Associate Superintendent, Supports for Students
R. Johnson, Associate Superintendent, Human Resources
C. Cole, Secretary-Treasurer
J. Anderson, Executive Director, Division Supports and Student Transportation Services
W. Gilewich, Executive Director, Facility Services and Information Technology
L. McNabb, Director, Communication Services
T. Borchers, Executive Assistant/Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:06 a.m. with all trustees noted above in attendance.

IN-CAMERA SESSION

243/2024 | Trustee Sorochan moved: That the Board meet in camera (9:06 a.m.).

CARRIED UNANIMOUSLY

244/2024 | Vice-Chair Miller moved: That the Board revert to regular session (10:02 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 10:03 a.m. and reconvened at 10:09 a.m. with all trustees noted above in attendance.

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.

245/2024 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Allen called for confirmation of the Nov. 28, 2024 Board Meeting Minutes.

246/2024 | Trustee Sorochan moved: That the Board of Trustees approve the Minutes of Nov. 28, 2024 Board Meeting, as circulated.

CARRIED UNANIMOUSLY

Board Chair Allen called for confirmation of the Dec. 5, 2024 Board Special Meeting Minutes.

247/2024 | Trustee Holowaychuk moved: That the Board of Trustees approve the Minutes of Dec. 5, 2024 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

CHAIR REPORT

Board Chair Allen highlighted recent trustee events for information. Trustee Boymook extended appreciation to schools and staff for all their work in putting on the amazing concerts.

SUPERINTENDENT REPORT

Superintendent Stoddard shared recent events for information and also acknowledged all the work involved in putting on the concerts. Additional highlights included the leadership meeting hosted by Bev Facey Community High on December 18. Principal Wlos arranged photos with Santa, the culinary arts students catered a holiday lunch and the jazz band played Christmas carols.

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

No comments, presentations or delegations were reported.

Association/Employee Groups

ASBA ZONE 2/3 REPORT

Trustee Holowaychuk presented for information the ASBA Zone 2/3 report from the meeting held on Dec. 6, 2024.

ATA LOCAL REPORT

Board Chair Allen welcomed the Alberta Teachers' Association (ATA) representative D. Zielke. Representative Zielke gave her report and announced that on Dec. 13, 2024, she was elected to the ATA Provincial Executive Council as an Edmonton District representative. Trustees and administration extended congratulations and appreciation for her work representing the local.

EMPLOYEE RELATIONS GROUP (ERG) REPORT

The representative from the Employees Relations Group was unable to attend and sent her regrets. She also extended best wishes, seasons greetings and Merry Christmas to the Board of Trustees and all in attendance.

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.

BOARD POLICY 2: ROLE OF THE BOARD

Trustee Footz presented to the Board the proposed amendments to Board Policy 2: Role of the Board for approval.

248/2024 | Trustee Boymook moved: That the Board of Trustees approves amendments to Board Policy 2: Role of the Board, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 3: ROLE OF THE TRUSTEE

Trustee Footz presented to the Board the proposed amendments to Board Policy 3: Role of the Trustee for approval.

249/2024 | Trustee Irwin moved: That the Board of Trustees approves amendments to Board Policy 3: Role of the Trustee, as presented.

Trustee Boymook raised the question why “Division” was added to section 2.4 as it is not inclusive of the role of the Board - history, functions, policies, procedures and issues also relate to the Board.

Trustee Irwin requested a friendly amendment to read “Board and Division”.

Trustee Boymook requested **motion 249/2024 be tabled**, and that Board Policy 3: Role of the Trustee be sent back to the Policy Committee for review to ensure thorough consideration on how best to insert Board.

Trustee Holowaychuk commented that the addition of “when possible” in section 1.8 lowers the importance of those activities, and requested the Policy Committee give this section further review as well.

250/2024 | **VOTE TO TABLE MOTION 249/2024**

In Favour: Chair Allen, Vice-Chair Miller, Trustee Boymook, Trustee Footz, Trustee Holowaychuk and Trustee Irwin

Opposed: Trustee Sorochan

CARRIED

BYLAW 011/2024 – CRIMINAL RECORD CHECKS REQUIRED FOR TRUSTEE NOMINATIONS

Returning Officer Karen Baranec presented to the Board for approval Election Bylaw No. 011/2024 which requires persons seeking to be nominated as a candidate to provide a criminal record check as part of the nomination package. It was further noted, for the bylaw to apply to an election, it must be passed before December 31 prior to the year in which a general election is to be held. The next general election will be held in October 2025. Enacting such a bylaw is an option for each elected authority, but not a requirement.

Returning Officer Baranec read Bylaw No. 011/2024 in its entirety in accordance with *Board Procedures Regulation 82/2019*, section 6, Readings of bylaws.

251/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves **first reading** of Bylaw No. 011/2024 which relates to criminal record checks being required for trustee nominations of the Board of Trustees of Elk Island Public Schools.

252/2024 | Trustee Boymook moved that the Board of Trustees approves an amendment to section 1.2 of Bylaw 011/2024, as follows:

1.2 THAT in this bylaw:

- a. "criminal record check" means a **basic criminal record** check **or basic police information check** conducted by **the Royal Canadian Mounted Police** ~~an authorized police force disclosing any convictions.~~

Trustee Boymook requested a friendly amendment to the amendment, as follows:

1.2 THAT in this bylaw:

- a. "criminal record check" means a **name-based criminal record** check conducted by **the Royal Canadian Mounted Police** ~~an authorized police force disclosing any convictions.~~

Trustee Irwin left the room at 11:13 a.m. and returned 11:16 a.m.

Returning Officer Baranec informed trustees that legal counsel advised on the wording "an authorized police force" is more appropriate than "Royal Canadian Mounted Police".

253/2024 | Trustee Holowaychuk moved that the Board of Trustees approves an amendment to motion 251/2024, as follows:

1.2 THAT in this bylaw:

- a. "criminal record check" means a **name-based criminal record** check conducted by ~~the Royal Canadian Mounted Police~~ **an authorized police force** disclosing any convictions."

254/2024 | Trustee Holowaychuk moved: That the Board meet in camera (11:31 a.m.).

CARRIED UNANIMOUSLY

255/2024 | Trustee Irwin moved: That the Board revert to regular session (11:55 a.m.).

CARRIED UNANIMOUSLY

VOTE ON MOTION 253/2024 | CARRIED UNANIMOUSLY

VOTE ON MOTION 252/2024 AS AMENDED

1.2 THAT in this bylaw:

- "criminal record check" means a **name-based criminal record** check conducted by ~~the Royal Canadian Mounted Police~~ **an authorized police force** disclosing any convictions."

CARRIED UNANIMOUSLY

VOTE ON MOTION 251/2024

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

CARRIED

The Board recessed at 12:15 p.m. and reconvened at 1:07 p.m. with all trustees noted above in attendance.

Returning Officer Baranec noted, in accordance with the *Board Procedures Regulation 82/2019*, section 6, Readings of bylaws, the first reading of a bylaw is read in full. If trustees have a printed copy of the bylaw, it is not required to be read in full for the second and third readings. Because there was an amendment to Bylaw 011/2024, an updated and complete copy was emailed to trustees that captured the amendment. Trustees were given the opportunity to read the amended bylaw.

256/2024 | Trustee Sorochan moved: That the Board of Trustees approves **second reading** of Bylaw No. 011/2024 which relates to criminal record checks being required for trustee nominations of the Board of Trustees of Elk Island Public Schools.

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

CARRIED

Returning Officer Baranec outlined the process within the *Board Procedures Regulation 82/2019* that all bylaws must have three distinct readings before a bylaw is passed. No more than two readings must be given at any one meeting unless the trustees present at the meeting unanimously agree to give the bylaw a third reading.

257/2024 | Vice-Chair Miller moved: That the Board of Trustees approves **proceeding with the third reading** of Bylaw No. 011/2024 which relates to criminal record checks being required for trustee nominations of the Board of Trustees of Elk Island Public Schools.

CARRIED UNANIMOUSLY

258/2024 | Trustee Sorochan moved: That the Board of Trustees approves **third reading** of Bylaw No. 011/2024 which relates to criminal record checks being required for trustee nominations of the Board of Trustees of Elk Island Public Schools.

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

CARRIED

DIVISION CALENDAR 2025-26 AND 2026-27

Superintendent Stoddard and Executive Director Anderson presented to the Board for approval the proposed 2025-26 and 2026-27 Division calendars for approval.

259/2024 | Trustee Irwin moved: That the Board of Trustees approves the 2025-26 (Attachment 1) and 2026-27 (Attachment 2) Division Calendars.

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

CARRIED

The Board recessed at 3:26 p.m. and reconvened at 3:37 p.m. with all trustees noted above in attendance.

NAMING FOR THE SHERWOOD PARK REPLACEMENT SCHOOL

Director McNabb presented for approval the proposed name for the Sherwood Heights replacement school. In October 2024, Communication Services ran an engagement activity soliciting possible names for the replacement school. Results of the survey were shared with trustees and key considerations were discussed in determining the name, Forest Grove School. In particular:

- The replacement school will be blending two distinct school communities and a new name would ensure the name of one existing community would not take precedence over the other; and

- The replacement school is in a neighbourhood where the streets are named for various trees and it was felt the name Forest Grove School would collectively reflect the location and Strathcona County's historical tree naming conventions in the Sherwood Heights community.

260/2024 | Trustee Sorochan moved: That the Board of Trustees approves the name Forest Grove School for the replacement school in Sherwood Park.

In Favour: Board Chair Allen, Trustee Boymook, Trustee Footz, Trustee Holowaychuk, Trustee Sorochan

Opposed: Trustee Irwin, Vice-Chair Miller

CARRIED

SCHOOL FEE PARAMETERS

Secretary-Treasurer Cole presented for approval the school fee parameters for the 2025-26 school year.

261/2024 | Trustee Boymook moved: That the Board of Trustees approves the parameters for establishing 2025-26 school fees, as presented.

CARRIED UNANIMOUSLY

Trustee Irwin left the meeting at 4:12 p.m.

AUDITOR REAPPOINTMENT

Secretary-Treasurer Cole presented for approval the proposed reappointment of MNP LLP as auditor.

262/2024 | Trustee Holowaychuk moved: That the Board of Trustees approves the reappointment of MNP LLP as auditors for the year-ended Aug. 31, 2025.

CARRIED UNANIMOUSLY

Reports for Information

UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2024 TO NOV. 30, 2024

Director Lewis presented for information the unaudited financial report for Sept. 1, 2024 to Nov. 30, 2024.

BULLYING AWARENESS AND PREVENTION WEEK REPORT

Director Reed presented for information the Bullying Awareness and Prevention Week report.

MENTAL HEALTH STRATEGIC PLAN: BEYOND RESET REPORT

Superintendent Stoddard and Director Reed presented for information the Mental Health Strategic Plan: Beyond Reset report.

Committee Reports

POLICY COMMITTEE

Trustee Footz presented a report for information from the Policy Committee meeting held on Dec. 3, 2024.

STUDENT EXPULSION COMMITTEE

Trustee Footz presented a report for information from the Student Expulsion Committee meetings held on Dec. 10, 2024.

GOVERNANCE AND EVALUATION COMMITTEE

Vice-Chair Miller presented a report for information from the Governance and Evaluation Committee meetings held on Dec. 17, 2024.

Trustee Notices of Motion and Requests for Information

No notices of motion or requests for information were reported.

Board Chair Allen declared that the Board had reached the end of the public session at 4:56 p.m.

IN-CAMERA SESSION

263/2024 | Vice-Chair Miller moved: That the Board meet in camera 4:56 p.m.

CARRIED UNANIMOUSLY

264/2024 | Trustee Boymook moved: That the Board revert to regular session 5:11 p.m.

CARRIED UNANIMOUSLY

ADJOURNMENT

Board Chair Allen declared the meeting adjourned at 5:12 p.m.

Cathy Allen, Board Chair

Sandra Stoddard, Superintendent