

AGENDA

Northern Gateway Public Schools Board of Trustees Regular Board Meeting

Division Office Boardroom – Whitecourt, Alberta

May 27, 2025 – 10:00 a.m.

Our Mission: Northern Gateway Public Schools provides a dynamic and safe learning environment that promotes connection and the authentic application of learning.

A. OPENING

1. Call to Order and Roll Call (Chair Gerry Steinke)
2. O Canada (Addison Watson, Hilltop High School Student)
3. Truth and Reconciliation Statement (Vice-Chair Diane Hagman)
4. Additions/Deletions to the Agenda (Chair Gerry Steinke)
5. Acceptance of the Agenda (Chair Gerry Steinke)
6. Acceptance of the Minutes of the April 15, 2025 Regular Board Meeting (Chair Gerry Steinke)

B. DELEGATIONS

C. STAFF/ADMINISTRATION REPORTS and PRESENTATIONS

D. COMMITTEE REPORTS

1. Support Staff/Contractors Compensation Committee (Committee Chair Judy Muir)
 - Group Benefits Insurance Plan Administrative Committee Report

2. Policy Committee (Committee Chair Christine Peck)

a) **Policy 7 Board Operations**

Appendix A Trustee Claim Rates

Board Motion 5096-25 (Wellness Component)

Board Motion 5120-25 (Attendance at Unassigned Events)

Recommendation: That the Board reaffirm Policy 7 Board Operations, and Appendix A Trustee Claim Rates, as amended.

b) **Policy 8 Committees of the Board**

Student Discipline Review Committee

Recommendation: That the Board reaffirm Policy 8 Committees of the Board, as amended.

c) **Policy 2 Role of the Board**

Appendix A - Annual and Term Work Plans

Recommendation: That the Board reaffirm Policy 2, Appendix A, Annual and Term Work Plans, as amended.

E. ACTION ITEMS

1. 2025 – 28 Three-Year Education Plan (Deputy Superintendent Leslee Jodry)

Recommendation: That the Board approve the 2025 – 28 Three-Year Education Plan, as presented.

2. 2025 – 26 Division Budget (Secretary-Treasurer Tamara Spong)

Recommendation: That the Board approve the 2025 – 26 Division Budget, as presented.

3. Bylaw No. 1-25 Voting Stations (Secretary-Treasurer Tamara Spong)

LAEA s. 37(3)

Recommendation: That Bylaw No. 1-25 Voting Stations receive *Second Reading* by the Board.

4. Bylaw No. 2-25 Voting Hours (Secretary-Treasurer Tamara Spong)

LAEA s. 46(2), 46(2.1)

Recommendation: That Bylaw No. 2-25 Voting Hours receive *Second Reading* by the Board.

5. **Voting by Special Ballot** (Secretary-Treasurer Tamara Spong)
LAEA s. 77.1 (1) and (2)

Recommendation: That the Board authorize voting by special ballot as per Section 77.1 (1) of the Local Authorities Election Act, and that the applications for special ballots be made by any one of the methods outlined in Section 77.1 (2).

6. **Envelopes for Special Ballots** (Secretary-Treasurer Tamara Spong)
LAEA s. 77.21 (2)

Recommendation: That the outer envelope for voting by special ballot be received by the Returning Officer no later than Friday, October 17, 2025, 4:00 p.m., at the Division Office, Whitecourt, Alberta.

7. **Advance Vote** (Secretary-Treasurer Tamara Spong)
LAEA s. 73 (2)

Recommendation: That the Board provide for holding of an advanced vote for the upcoming School Board Election, with dates, times, and locations determined by the Returning Officer.

8. **Institutional Vote** (Secretary-Treasurer Tamara Spong)
LAEA s. 80 (1)

Recommendation: That the Board provide for holding of an institutional vote for the upcoming School Board Election, with dates, times, and locations determined by the Returning Officer.

9. **2025 – 26 Meeting Dates** (Superintendent Kevin Bird)

Recommendation: That the Board approve, in principle, the 2025 – 26 Board Meeting dates, Results Review dates, and GSD dates, as presented.

10. **Board Motion 5087-25** (Trustee Linda Wigton)

Board Motion 5087-25: Moved that the Board requests that the Secretary-Treasurer provides information to the Board regarding past election costs, which can be shared with ASBA.

Recommendation: That Board Motion 5087-25 be withdrawn.
(Requires unanimous consent)

11. Fox Creek School International Field Trip to Italy (Superintendent Kevin Bird)

- Itinerary and Destination Change from Spain to Italy

Recommendation: That the Board approve, in principle, the Fox Creek School International Field Trip to Italy from March 22 to March 30, 2026.

F. INFORMATION and REPORTS

1. Alberta School Boards Association (ASBA) Zone 2/3 (Trustee Linda Wigton)
2. Public School Boards' Association of Alberta (PSBAA) (Trustee Christine Peck)
3. Rural Caucus of Alberta School Boards (RCASB) (Trustee Diane Hagman)
4. Superintendent's Report (Superintendent Kevin Bird)
5. Financial and Enrolment Reports (Secretary-Treasurer Tamara Spong)
 - Report on Major Events Spending (Board Motion 5115-25)
6. Board Work Plan (Policy Committee Chair Christine Peck)
7. Motion Review Cycle (Board Chair Gerry Steinke)
8. Trustee Reports
9. Upcoming Events
 - June 2, 3 – ASBA Spring General Meeting
 - June 3, 4, 5 – PSBAA Spring General Assembly
 - June 3 – Rural Caucus of Alberta School Boards General Meeting
 - June 17 – Regular Board Meeting

Graduation Dates

- June 14 @ 1 pm – Hillside High School
- June 21 @ 3 pm – Fox Creek School
- June 26 @ 1 pm – Mayerthorpe High School
- June 26 @ 1 pm – Hilltop High School
- June 27 @ 1:30 pm – Onoway High School

G. TOPICS FOR FUTURE DISCUSSION

H. REQUESTS FOR INFORMATION FROM ADMINISTRATION (by Board Motion)

I. MEETING HIGHLIGHTS

J. CLOSED SESSION (Land, Legal, Labour, Student Matters)
Trustees and Senior Administration only

K. ADJOURNMENT