



Peace Wapiti Public School Division

Meeting Minutes

June 12, 2025 - Peace Wapiti Board Meeting - 10:30 AM

Voter Attendees:

Blaine Riding (Trustee)
Dana McIntosh (Trustee)
Dwayne Speager (Trustee)
Lori Grant (Trustee)
Martine Piebiak (Trustee)
Mildred Turner (Trustee)
Stefanie Clarke (Trustee)
Wendy Kelm (Trustee)

Non-Voter Attendees:

Bob Stewart (Superintendent)
Darren Young (Deputy Superintendent)
Dave Michalko (Director of Facilities)
Kayla Klava (Communications)
Keli Houle (Corporate Secretary)
Ralph Paquin (Secretary Treasurer)

1. Trustee Disclosure (Reminder)

Trustees must disclose any potential pecuniary interest in any matter before the Board of Trustees, as set forth in the agencies as well as any pecuniary interest in any contract before the Board requiring the Board's approval and/or ratification.

2. Call to Order (Chair)

Board Chair Grant called the meeting to order at 10:38 a.m.

3. O Canada

4. Land Acknowledgement

We acknowledge the traditional homelands of this area's diverse First Nations, Inuit and Metis people. Our name, Peace Wapiti, pays tribute to the many rivers within our boundaries and exists within Treaty 8 territory. We are committed to working together to ensure these lands and its people are cared for and respected as long as the sun shines, grass grows and rivers flow.

5. Consent Agenda (Chair)

Resolution # BM20250612.1001

Moved By: Trustee Riding

that the Board approve the Consent Agenda including:

1. Peace Wapiti Board Minutes - May 22, 2025

Carried

6. Adoption of Agenda (Chair)

Resolution # BM20250612.1002

Moved By: Trustee Speager

that the Board approve the agenda with the removal of:

- 10.8 HSC Meeting Report.

Carried

7. Good News

8. Presentations

9. Action Items

9.1 Bylaw 25-43 to Count Advance Vote Ballots No Earlier than 7:30 p.m. on Election Day (Supt. Stewart)

9.1.1 First Reading of Bylaw 25-43

Resolution # BM20250612.1003

Moved By: Trustee McIntosh

that first reading be given to Bylaw No. 25-43, allowing Advance Vote Ballots to be counted no earlier than 7:30 p.m. on Election Day 2025.

Carried

9.1.2 Second Reading of Bylaw 25-43

Resolution # BM20250612.1004

Moved By: Trustee McIntosh

that second reading be given to Bylaw No. 25-43, allowing Advance Vote Ballots to be counted no earlier than 7:30 p.m. on Election Day 2025.

Carried

9.1.3 Proceeding with Third and Final Reading of Bylaw 25-43

Resolution # BM20250612.1005

Moved By: Trustee McIntosh

that the Board approve proceeding with the third reading of Bylaw No. 25-43, allowing Advance Vote Ballots to be counted no earlier than 7:30 p.m. on Election Day 2025.

Carried Unanimously

9.1.4 Third and Final Reading of Bylaw 25-43

Resolution # BM20250612.1006

Moved By: Trustee McIntosh

that third and final reading be given to Bylaw No. 25-43, allowing Advance Vote Ballots to be counted no earlier than 7:30 p.m. on Election Day 2025.

Carried

9.2 Advance Vote (Sec. Houle)

Resolution # BM20250612.1007

Moved By: Trustee Clarke

that the Board approve the provision for an advance vote in the 2025 school board election.

Carried

9.3 PWPSD Annual Engagement Results (Dep. Supt. Young)

Resolution # BM20250612.1008

Moved By: Trustee Clarke

that the Board accept the PWPSD Annual Engagement Results as information.

Carried

10. Reports

10.1 Superintendent's Report (Supt. Stewart)

Resolution # BM20250612.1009

Moved By: Trustee Riding

that the Board receive the Superintendent's Report as information.

Carried

10.2 Policy Review Committee (Tr. McIntosh)

Resolution # BM20250612.1010

Moved By: Trustee McIntosh

that the Board approve the Policy Review Committee Report, including the recommendations contained therein:

- *BBF – Trustee Code of Conduct* – extensive revisions were completed in April, however, additional changes were made due to legislative changes that affects sanctions.
- *BHD – Trustee Compensation and Expenses* – the Board approved a 3% increase, the exhibit was updated to reflect the change.
- *EGAA – Reproduction of Copyrighted Materials* – revised to change the belief statement to a policy statement, no additional changes were recommended.
- *GCN – Teacher Growth, Supervision and Evaluation* – minor grammatical changes and an update to the reference to the Code of Professional Conduct for Teachers and Teacher Leaders.
- *HC Exhibit 1 – School Year Calendar Checklist* – revised to allow teachers to schedule Parent Teacher Interviews over three evenings for four hours each or four evenings for three hours each. Two evenings of five or more hours is against Alberta Employment Standards.
- *HGB – Placement of Student with Special Education Needs* – revised to change belief statement to a policy statement, no additional changes were recommended.
- *IE – Student Attendance* – minor wording updates were made, removal of a reference to a rescinded policy. 4.d. was updated to require Principals to ensure that appropriate accommodations are provided when absenteeism is related to legitimate health-related issues.
- *IFC – Student Code of Conduct* – no changes were recommended.
- *IGD – Student Suspension and Expulsion* – updated due to the recommendation from an appeal of a decision from a Student Matters Hearing to change the process regarding the notification of a suspension to a parent/guardian, in compliance with the *Education Act*.
- *IHCD – Administration of Medical Assistance to Students* – the policy was amended to make it more user-friendly and includes an anaphylaxis/severe allergy alert form. Changes were made to ensure compliance with the new form. The exhibits were also amended so they comply with current practice.
- *BBG – Trustee Code of Ethics* – no changes were recommended.
- *BCBA – Board Chair/Vice Chair and Trustee Powers and Duties* – minor punctuation edits were made, as well as a correction to the reference to Policy BBG.
- *BCE – Board Committees* – an extensive review of the Exhibit was completed, including updates to meeting minutes and removal of the Business and Industry Liaison. Alternate was also stricken

as there is provision for an alternate to be appointed by the Superintendent or designate in Policy BCE.

- *BD – Board Meetings* – minor grammatical changes were made, as well as the addition of links to policies on the webpage.
- *BDC – Closed Sessions and Committee of the Whole Meetings* – a note was included stating that minutes are not taken during Closed Sessions or Committee of the Whole meetings.
- *BDDI – Trustee Attendance* – minor grammatical changes were made. It was recommended that Exhibit 1 be rescinded.
- *BDF – Petitions* – no changes were recommended
- *BHB – Board Member Development Opportunities* – the belief statement was changed to a policy statement. Conference expenses were updated to a maximum of two Board-related conferences annually, must be held within Alberta and require prior Board approval to a maximum of \$8,000.00.
- *BHD – Trustee Compensation and Expenses* – removal of item 7. a) iii) reference to telephone calls. Addition of air travel to be booked at the economy and effective September 1, 2025, kilometrage reimbursement will not exceed economy air travel, as well as carpooling mandatory whenever possible.

Carried

10.3 Policy Review Committee Summary (Tr. McIntosh)

Resolution # BM20250612.1011

Moved By: Trustee McIntosh

that the Board receive the Policy Review Committee Annual Report as information.

Carried

10.4 Grant Notley Scholarship Committee Report (Tr. Piebiak)

Resolution # BM20250612.1012

Moved By: Trustee Piebiak

that the Board receive the Grant Notley Scholarship Committee Report as information.

Carried

10.5 ASBA SGM Report (Tr. Riding)

Resolution # BM20250612.1013

Moved By: Trustee Riding

that the Board receive the ASBA Spring General Meeting Report as information.

Carried

10.6 PSBAA SGM Report (Tr. Clarke)

Resolution # BM20250612.1014

Moved By: Trustee Clarke

that the Board receive the PSBAA Spring Assembly Report as information.

Carried

10.7 Rural Caucus of Alberta Meeting Report (Tr. McIntosh)

Resolution # BM20250612.1015

Moved By: Trustee McIntosh

that the Board receive the Rural Caucus of Alberta AGM Report as information.

Carried

11. Board Calendar

The Board Calendar was reviewed.

12. Adjournment

Resolution # BM20250612.1016

Moved By: Trustee McIntosh

that the meeting be adjourned at 11:36 a.m.

Carried

Board Chair

Corporate Officer