



**Date:** August 27, 2025 **Agenda Item:** 9.3

**To:** Board of Trustees

**From:** Shawna Warren, Superintendent

**Originator(s):** Committee of the Whole  
Senior Administrative Team

**Subject:** **Committee of the Whole Report**

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**Background:**

The Committee of the Whole meets to discuss a number of topics chosen in advance by both the Board of Trustees and the Senior Administrative Team. The following report attached is a record of the June 18, 2025, Committee of the Whole meeting.

**Status & Relationship to Superintendent Leadership Quality Standard (SLQS):**

This report aligns with the [SLQS](#) in the following way:

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| <b>COMPETENCY:</b> | (3) Visionary Leadership  |
| <b>INDICATORS:</b> | a. ensuring that the vision is informed by research on effective learning, teaching and leadership; and<br>b. promoting innovation and continuous improvement by building structures and developing strategies to support staff in professional collaboration.  |
| <b>COMPETENCY:</b> | (6) School Authority Operations and Resources   |
| <b>INDICATORS:</b> | a. providing direction on fiscal and resource management in accordance with all statutory, regulatory and school authority requirements;<br>b. ensuring effective alignment of the school authority's human resources to achieve the school authority's education plan; and<br>e. establishing data-informed strategic planning and decision-making processes that are responsive to changing contexts. |
| <b>COMPETENCY:</b> | (7) Supporting Effective Governance   |
| <b>INDICATORS:</b> | a. establishing and sustaining a productive working relationship with the board, based on mutual trust, respect and integrity;<br>b. ensuring that all students and staff are provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging;<br>c. ensuring that all students in the school authority have the                   |

opportunity to meet the standards of education set by the Minister of Education;

d. ensuring that the board's plans, resource allocations, strategies and procedures lead to the achievement of its goals and priorities; and

m. promoting constructive relations between the board and staff, as well as provincial authorities, post-secondary institutions and education stakeholder organizations.

**Governance Implications:****Education Act**

Delegation of power

52(1) Subject to subsections (4) and (5), a board may authorize

(b) a committee of the board or a committee established by the board, or to do any act or thing or exercise any power that the board may do or exercise or is required to do or exercise.

**Board Policy 3: Role of the Trustee**

2.4 Trustees shall be prepared for Board deliberations by attending in person or by electronic means:

2.4.1 All regularly scheduled or special meetings of the Board of Trustees and any committee meetings to which they are assigned, on a regular and punctual basis.

**Board Policy 8: Board Committees**

The Board believes that the work of the Board may be facilitated through committees, both standing and ad hoc, task groups, and/or other structures as determined from time to time.

**Board Policy 8: Appendix A - Committee of the Whole**

The Board believes that transparency and accountability should be demonstrated to the greatest extent possible. The purpose of the Committee of the Whole is to provide an opportunity for all Trustees to engage in professional development, review the function of the Board and strategic planning purposes, review and develop Board policies and make recommendations for agenda items for subsequent Board meetings. The Board also uses this opportunity to explore matters to a greater depth, seek clarification from Administration and discuss matters requiring a deeper level of understanding prior to the consideration of the matter at a Regular Board Meeting.

The Board Chair is prepared to respond to questions at the August 27, 2025, Public Board meeting.

**Attachment(s) and/or link(s):**

1. Unapproved Minutes of the Meeting - June 18, 2025 (To be brought forward for approval at the August 27, 2025, Committee of the Whole).

**MINUTES OF THE  
COMMITTEE OF THE WHOLE**

Meeting held at the Frank Robinson Education Centre  
Boardroom, in Morinville, Alberta  
On Wednesday, June 18, 2025, at 9:00 a.m.

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**Attendance:**

Tasha Oatway-McLay, Board Chair  
Stacey Buga, Vice Chair  
\*Irene Gibbons, Trustee  
\*Joe Dwyer, Trustee  
Janine Pequin, Trustee  
Trish Murray-Elliott, Trustee  
Shawna Warren, Superintendent  
Jonathan Konrad, Deputy Superintendent, Education Services  
Sean Nicholson, Associate Superintendent, Corporate Services  
Michelle Wilde, Recording Secretary  
\*Online Attendance

**Regrets:**

Cindy Briggs, Trustee

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**1. Call to Order**

Vice Chair Buga called the meeting to order at 9:04 a.m.

**2. Approval of the Agenda**

Moved by Trustee Murray-Elliott that the Board of Trustees accept the agenda as presented.

**CARRIED UNANIMOUSLY**

**3. Approval of the Committee Minutes**

Moved by Trustee Oatway-McLay that the Board of Trustees accept the Committee Meeting Minutes of May 28, 2025, as presented.

**CARRIED UNANIMOUSLY**

**4. Environmental Scan**

A roundtable discussion ensued where Trustees shared local concerns.

**5. Public Board Meeting Preparation**

The Board of Trustees finalized preparations for the upcoming Public Board Meeting.

Meeting recessed for Public Board at 9:45 a.m. Meeting resumed at 2:18 p.m.

**6. Trustee Monthly Expense Report**

The Board of Trustees received an updated Trustee Monthly Expense Report.

**7. Policy Reference**

All Board Policies were linked for review and edits over the summer months.

**8. Governance**

**8.1 Advocacy Letter**

The Board of Trustees reviewed an advocacy letter.

**8.2 Work Plan 2024-2025**

The Board of Trustees reviewed their Work Plan for 2024-2025.

**8.3 Trustee Handbook**

The Trustee Handbook is linked for review and edits over the summer months. Policy Committee Meeting to be scheduled in July.

**9. Adjournment**

The meeting adjourned at 3:28 p.m.

**Next meeting:** Wednesday, August 27, 2025, at 9:00 a.m.