

Table of Contents

	<u>Resolution #</u>
Motions	
Approval of Agenda	070
Approval of the Minutes of the Regular Board Meeting of June 18, 2025	071
Appointment of Substitute Returning Officer for the 2025 General Election	072
Policy 7: Board Operations - Appendix D: Trustee Remuneration - Updated	073
Policy 19: Welcoming, Caring, Respectful, Inclusive, Safe and Healthy Environments - Updated	074
Policy 20: Sexual Orientation and Gender Identities - Updated	075

**MINUTES OF THE
PUBLIC BOARD MEETING**

Meeting held at the Frank Robinson Education Centre
Boardroom, in Morinville, Alberta
On Wednesday, August 27, 2025, at 1:00 p.m.

Attendance:

Tasha Oatway-McLay, Board Chair

Stacey Buga, Vice Chair

Irene Gibbons, Trustee

Janine Pequin, Trustee

Joe Dwyer, Trustee

Left at 3:39 p.m.

Trish Murray-Elliott, Trustee

Shawna Warren, Superintendent

Jonathan Konrad, Deputy Superintendent, Education Services

Lisa Lacroix, Associate Superintendent, Human Resources

Sean Nicholson, Associate Superintendent, Corporate Services

Michael Graham, Director, Curriculum & Instruction

Jason Wiks, Principal, Summer School

Left at 1:33 p.m.

Michelle Wilde, Recording Secretary

Regrets:

Cindy Briggs, Trustee

Call to Order

Board Chair Oatway-McLay called the meeting to order at 1:00 p.m.

Land Acknowledgement

Trustee Buga read the Land Acknowledgement Statement.

Approval of Agenda

070/2025 - Moved by Trustee Murray-Elliott that the agenda be approved as presented.

CARRIED UNANIMOUSLY

Approval of Minutes

071/2025 - Moved by Trustee Dwyer that the minutes of the Regular Board Meeting of June 18, 2025, be approved as presented.

CARRIED UNANIMOUSLY

Business Arising From The Minutes

No business arising from the minutes.

Presentations/Delegations

No presentation.

Action Items

Appointment of Substitute Returning Officer for the 2025 General Election

Section 13 of the Local Authorities Election Act provides that an elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs.

The Board previously appointed Sean Nicholson, Associate Superintendent, Corporate Services, as Returning Officer. As a result of a vacancy in the position of Substitute Returning Officer, it is necessary to appoint a replacement to ensure appropriate support and continuity in the administration of the 2025 General Election.

072/2025 - Moved by Trustee Buga THAT the Board of Trustees approve Mary Lacroix, Associate Superintendent, Human Resources, as Substitute Returning Officer for the 2025 General Election.

CARRIED UNANIMOUSLY

Policy 7: Board Operations - Appendix D - Trustee Remuneration

On June 1, 2025, the Government of Alberta implemented updates to its Travel, Meal and Hospitality Expenses Policy, which outlines revised mileage reimbursement rates and meal per diem amounts for public sector employees.

As Sturgeon Public Schools aligns its trustee remuneration practices with the Government of Alberta's policy framework, Board Policy 7: Board Operations - Appendix D: Trustee Remuneration requires corresponding updates to ensure consistency, transparency and fiscal responsibility in accordance with provincial standards.

The revised appendix reflects updated rates for mileage and meals and maintains the Division's commitment to aligning trustee compensation with current public sector guidelines. Approval of the updated appendix will ensure continued compliance and equitable treatment of trustee-related expenses.

073/2025 - Moved by Trustee Gibbons THAT the Board of Trustees approve Policy 7: Board Operations - Appendix D - Trustee Remuneration with recommended changes as presented at the August 27, 2025, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 19: Welcoming, Caring, Respectful, Inclusive, Safe and Healthy Environments

Policy 19: Welcoming, Caring, Respectful, Inclusive, Safe and Healthy Environments has been reviewed and updated to reflect recent changes to the *Education Act, 2025 (formerly Bill 27 and Bill 29)*. These legislative amendments come into effect on September 1, 2025 and require school divisions to ensure their local policies are consistent with updated provincial legislation.

The revised policy maintains the Board's commitment to supporting the rights, safety and well-being of students and staff regardless of their sexual orientation, gender identity or gender expression. Updates were made to ensure that the policy is aligned with the new legislation and that it accurately reflects the Board's obligations under provincial law.

074/2025 - Moved by Trustee Buga THAT the Board of Trustees approve recommended changes to Board *Policy 19: Welcoming, Caring, Respectful, Inclusive, Safe and Healthy Environments*, as presented at the August 27, 2025, Public Board meeting.

CARRIED UNANIMOUSLY

Policy 20: Sexual Orientation and Gender Identities

Policy 20: Sexual Orientation and Gender Identities has been reviewed and updated to reflect recent changes to the *Education Act, 2025 (formerly Bill 27 and Bill 29)*. These legislative amendments come into effect on September 1, 2025 and require school divisions to ensure their local policies are consistent with updated provincial legislation.

The revised policy maintains the Board's commitment to supporting the rights, safety and well-being of students and staff regardless of their sexual orientation, gender identity or gender expression. Updates were made to ensure that the policy is aligned with the new legislation and that it accurately reflects the Board's obligations under provincial law.

075/2025 - Moved by Trustee Murray-Elliott THAT the Board of Trustees approve recommended changes to Board *Policy 20: Sexual Orientation and Gender Identities*, as presented at the August 27, 2025, Public Board meeting.

CARRIED 5/1
Opposed: Trustee Pequin

Administrative Reports

Summer School Enrolment Summary 2025

The attached Summer School report outlines the background, benefits, enrolment statistics and key dates for our Summer School program. Summer school is designed to support students in catching up, upgrading or getting ahead in their high school studies. By offering flexible options and a variety of courses, students are provided with the opportunity to thrive academically.

The Summer School program supports the Board's mission by creating a collaborative and respectful learning environment where students can excel academically, and aligns with the values of excellence in teaching, shared responsibility, and providing learning choices to meet diverse student needs.

Communications Report - July and August 2025

Report shared as information.

Superintendent Report

Report shared as information.

Administrative Procedure 201: Organizational Structure

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

In alignment with this framework, *Administrative Procedure 201: Organizational Structure* has been developed to guide the internal reporting relationships and structural hierarchy within the Division. This replaces Policy 215: Organization Chart, which was rescinded by the Board on June 18, 2025, following a multi-stage review and recommendation process by the Policy Committee.

This transition supports the Division's continued implementation of the G-Tech model, which distinguishes governance from administration by emphasizing that operational matters be managed through administrative procedures, while the Board remains focused on strategic direction and student success.

Administrative Procedure 831: Religious Education and Instruction

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision,

Mission and Values and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

On June 18, 2025, the Board of Trustees approved the rescission of Policy 800: Religious Education and Instruction, following a multi-stage review and recommendation process by the Policy Committee and Committee of the Whole. This action reflects the Division's ongoing implementation of the G-Tech model of governance, which clearly distinguishes governance from administration by emphasizing that operational matters be managed through administrative procedures, while the Board remains focused on strategic direction and student success.

The development of *Administrative Procedure 831: Religious Education and Instruction* ensures continued compliance with Alberta Education requirements and supports consistent, respectful and inclusive practices across the Division.

Administrative Procedures - Updates in Response to the Education Act Amendments

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

Recent provincial legislation and ministerial direction introduce new, enforceable mandates that impact a range of Administrative Procedures. These changes include:

Education Amendment Acts, 2024 (Bill 27) and 2025 (Bill 51)

- Require parental notification and, for students under 16, consent before staff may use a student's chosen name or pronouns related to gender identity.
- Mandate parental opt-in consent for instruction or activities dealing primarily and explicitly with gender identity, sexual orientation, or human sexuality.
- Require Ministerial approval for learning materials or external presenters addressing these topics.
- Establish a right to education during emergencies, ensuring students have access to in-person learning during public health emergencies or states of emergency.
- Require parental consent for non-routine health measures for students aged 15 and under during emergencies (notification only for ages 16+).
- Enable regulations that will guide expectations for learning in emergencies.

Fairness and Safety in Sport Act, 2025 (Bill 29)

- Applies to students age 12 and older (U13+).
- Limits female-only teams and divisions to athletes biologically female at birth, while ensuring co-ed options for transgender students.

Ministerial Order #030/2025 – School Library Standards

- Prohibits explicit sexual content in all K–12 libraries.
- Limits non-explicit sexual content to high school (grades 10–12) if developmentally appropriate.
- Requires boards to have public policies, regular reviews, supervised access, and transparent catalogues.
- In effect, on October 1, 2025, policies/APs must be public by January 1, 2026.

To ensure compliance, Sturgeon Public Schools is bringing forward updates to a number of Administrative Procedures, including those related to emergency preparedness, student records, inclusive and safe environments, instructional resources, student conduct and extra-curricular athletics:

- AP231: At Home Learning
- AP305: Emergency Preparedness Response Plan
- AP306: Emergency Health Issues Response
- AP520: Student Records Management
- AP711: Welcoming, Inclusive, Safe and Healthy Environments
- AP712: Sexual Orientation and Gender Identities
- AP716: Comprehensive School Health
- AP825: CALM/Health Human Sexuality
- AP830: Controversial Issues in Education
- AP832: Learning Materials Selection
- AP835: Challenge of Learning Resources
- AP901: Student Conduct
- AP920: Extra-Curricular Athletics

Reports from Trustees and Standing Committees

Chair's Report

Below is the Chair's submitted report.

Chair Oatway-McLay (Cardiff/Garrison)

Chair Oatway-McLay reported that she attended:

- Agenda Review Meeting (Aug. 26)
- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)

- TEBA Lock Out Engagement Session

Inter-Ministerial Collaboration

Chair Oatway-McLay shared the Inter-Ministerial Collaboration letter sent to the Government of Alberta in June 2025.

Trustees' Reports

Below are the submitted Trustee Reports.

Trustee Buga (Morinville Area)

Trustee Buga reported that she attended:

- Agenda Review Meeting (Aug. 26)
- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)
- TEBA Lock Out Engagement Session

Trustee Dwyer (Alcomdale/Villeneuve Area)

Trustee Dwyer reported that he attended:

- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)
- Rotary Meetings

Trustee Gibbons (Gibbons/Lamoureux)

Trustee Gibbons reported that she attended:

- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)
- Meet with the New Principal and Vice Principal at Gibbons School

Trustee Murray-Elliott (Sturgeon Valley/West St. Albert)

Trustee Murray-Elliott reported that she attended and submitted her report:

- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)

Trustee Pequin (Redwater/Coronado Area)

Trustee Pequin reported that she attended:

- Committee of the Whole Meeting (Aug. 27)
- Public Board Meeting (Aug. 27)

Committee of the Whole

The Board of Trustees received as information the unapproved minutes of the meeting from the June 18, 2025, Committee of the Whole meeting.

Reports from Special Committees/Task Groups

Alberta School Boards Association Representative

Trustee Gibbons shared a verbal report.

Public School Boards Association of Alberta Representative

Trustee Murray-Elliott shared a verbal report.

Rotary Report

Trustee Dwyer shared a verbal report.

Chamber of Commerce Meetings

No Report Shared.

Community Services Advisory Board

No Report Shared.

Unfinished Business

No unfinished business.

Comment and Question Period

No questions were submitted.

In Camera

076/2025 - Moved by Trustee Pequin that the Board of Trustees move to In Camera at 2:47 p.m.

CARRIED UNANIMOUSLY

Meeting recessed for break at 2:47 p.m. Meeting resumed at 3:00 p.m.

Trustee Dwyer recused himself at 3:39 p.m.

077/2025 - Moved by Trustee Gibbons that the Board of Trustees revert to a public meeting at 4:26 p.m.

CARRIED UNANIMOUSLY

Adjournment

Meeting adjourned at 4:26 p.m.

Chair

Date

Associate Superintendent,
Corporate Services

DRAFT