



BOARD MEETING MINUTES

June 19, 2025

The public Board meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, June 19, 2025, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting was convened with Board Chair Allen calling the meeting to order at 9:02 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
C. Cole, Secretary-Treasurer
R. Marshall, Associate Superintendent, Supports for Students
R. Johnson, Associate Superintendent, Human Resources
W. Gilewich, Executive Director, Facility Services and Information Technologies
L. McNabb, Director, Communication Services
L. Lewis, Director, Financial Services
R. Layton, Director, Information Technologies
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

The meeting was called to order at 9:02 a.m. with all trustees noted above in attendance except for Trustee Boymook.

IN-CAMERA SESSION

063/2025 | Trustee Irwin moved: That the Board meet in camera (9:02 a.m.).

CARRIED UNANIMOUSLY

064/2025 | Trustee Holowaychuk moved: That the Board revert to regular session (9:56 a.m.).

CARRIED UNANIMOUSLY

The Board recessed at 9:56 a.m. and reconvened at 10:03 a.m. with all trustees noted above in attendance, except for Trustee Boymook.

LAND AND PEOPLE ACKNOWLEDGMENT

Board Chair Allen welcomed all in attendance in person and virtually to the public session, followed by the Land and People Acknowledgment.

AGENDA

Board Chair Allen called for additions or deletions to the Agenda.

065/2025 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Allen called for confirmation of the May 29, 2025 Board Meeting Minutes.

066/2025 | Trustee Holowaychuk moved: That the Board of Trustees approves the minutes of May 29, 2025, Board Meeting, as circulated.

CARRIED UNANIMOUSLY

BOARD REPORT

Board Chair Allen highlighted recent trustee events for information.

SUPERINTENDENT REPORT

Superintendent Stoddard highlighted recent events for information.

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

No comments, presentations or delegations were reported.

Association/Employee Groups

ATA LOCAL REPORT

Board Chair Allen welcomed the Alberta Teachers' Association (ATA) representative Maxine Holm. Representative Holm presented for information the ATA Local #28 report.

Trustee Footz thanked the ATA for inviting trustees to the 2025 ATA – Elk Island Local #28 Retirement Celebration on June 6.

Superintendent Stoddard thanked Representative Holm for her message of hope and shared a deep appreciation for her and all teachers' continued dedication and work.

The Board extended to all teachers best wishes to recharge and regenerate over the summer holidays!

EMPLOYEE RELATIONS GROUP (ERG) REPORT

Board Chair Allen welcomed ERG representative Michelle Miller. Representative Miller presented for information the ERG report.

Superintendent Stoddard thanked Representative Miller and the Employee Relations Group for serving as the conduit for addressing concerns, and expressed appreciation to all classified staff for their support, emphasizing that the incredible work could not be done without them.

The Board extended to the group and classified staff best wishes to recharge over the summer break!

Business Arising from Previous Meeting

No business arising from previous meeting.

New Business

BUSINESS ARISING FROM IN CAMERA

No business arising from in camera.

AMENDED 2024-25 BOARD COMMITTEE REPRESENTATIVE LIST

Superintendent Stoddard presented for approval amendments to the 2024-25 Board Committee Representative List.

067/2025 | Trustee Sorochan moved: That the Board of Trustees approves the amended 2024-25 Board Committee Representatives list effective July 1, 2025, as presented.

Trustee Sorochan supported a friendly amendment to the Amended 2024-25 Board Committee Representatives list to allow coverage until the new Board is sworn in on Oct. 30, 2025. To read:

*All committee members were appointed on Oct. 17, 2024, except where noted. Appointments will run until Oct. **30**, 2025, because of the upcoming election.*

The Board extended gratitude to Secretary-Treasurer Candace Cole for her professionalism, teaching, mentorship, and work over the years and noted she has left a legacy and has shaped the Division. It is with mixed emotions on her departure, however, there is comfort in knowing that the person stepping into the role will do a marvelous job. The Board shared best wishes for her retirement.

Secretary-Treasurer Cole commended her team for supporting her work.

The Board extended gratitude to Emma Small, former Communications and Public Engagement Assistant, for her work with the Committee of School Councils, and wished her all the best in her new endeavours.

Superintendent Stoddard shared gratitude on behalf of the administration noting the value of the Secretary-Treasurer's integrity and mentorship. Gratitude was also shared for Emma Small's expertise and professionalism provided to the COSC group.

VOTE ON MOTION 067/2025 | CARRIED UNANIMOUSLY

GOVERNANCE AND EVALUATION PILOT COMMITTEE REVIEW

Vice-Chair Miller presented to the Board a recommendation to include the Governance and Evaluation Committee as a standing committee effective October 30, 2025.

068/2025 | Trustee Irwin moved: That the Board of Trustees approves continuing with the Governance and Evaluation Committee as one of its standing committees, effective Oct. 30, 2025; and, if approved,

CARRIED UNANIMOUSLY

Trustee Sorochan shared gratitude to the Board for their interest in a pilot committee to support the governance work. Trustee Holowaychuk shared it was incredible capacity building within the group.

069/2025 | Trustee Holowaychuk moved: That the Board of Trustees direct administration to amend Policy 8: Board Committees Representatives list to include the Governance and Evaluation Committee.

CARRIED UNANIMOUSLY

BOARD POLICY 7: BOARD OPERATIONS

Trustee Footz presented to the Board the recommended amendments to Board Policy 7: Board Operations.

070/2025 | Trustee Holowaychuk moved: That the Board of Trustees approves amendments to Board Policy 7: Board Operations, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 12: ROLE OF THE SUPERINTENDENT

Trustee Footz presented to the Board the recommended amendments to Board Policy 12: Role of the Superintendent.

Trustee Sorochan brought attention to attachments 1 and 4 and shared that the documents are new drafts.

071/2025 | Trustee Irwin moved: That the Board of Trustees approves the amendments to Board Policy 12: Role of the Superintendent, which includes Appendix A: Superintendent Evaluation Process Criteria and Timelines, Appendix B: Performance Assessment Guide and Appendix C: Leadership Practices Interview Guide, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 17: STUDENT TRANSPORTATION SERVICES

Trustee Footz presented to the Board for approval the amendments to Board Policy 17: Student Transportation Services.

072/2025 | Vice-Chair Miller moved: That the Board of Trustees approves amendments to Board Policy 17: Student Transportation Services, as presented.

CARRIED UNANIMOUSLY

TRUSTEE REMUNERATION

Superintendent Stoddard and Secretary-Treasurer Cole presented changes to the trustee remuneration for approval.

073/2025 | Trustee Irwin moved: That the Board of Trustees approves the 2024-25 changes to trustee remuneration which are:

- updating the basic and additional travel allowances; and,
- updating Chair and Vice-Chair travel allowances as outlined on Attachment 1.

Trustee Irwin supported the friendly amendment to replace the word “remuneration” with “compensation”.

VOTE ON MOTION 073/2025 | *CARRIED UNANIMOUSLY*

074/2025 | Vice-Chair Miller moved: That the Board of Trustees approves that trustees receive a 3% increase for the 2024-25 year as outlined on Attachment 2.

In favour: Trustee Footz, Board Chair Allen, Vice-Chair Miller, Trustee Holowaychuk, Trustee Irwin

Opposed: Trustee Sorochan

CARRIED

075/2025 | Trustee Irwin moved: That the Board of Trustees approves that trustees approve a change to Policy 7: Board Operations effective for 2025-26 as outlined on Attachment 3.

In favour: Trustee Footz, Board Chair Allen, Vice-Chair Miller, and Trustee Holowaychuk

Opposed: Trustee Irwin and Trustee Sorochan

CARRIED

The Board recessed at 11:18 a.m. and reconvened at 11:23 a.m. with all trustees noted in attendance except for Trustee Boymook.

TECHNOLOGY FUNDING

Superintendent Stoddard and Director Ryan Layton presented to the Board three technology funding models investigated with a recommendation for a Hybrid Model for 2026-27 school year.

076/2025 | Vice-Chair Miller moved: That the Board of Trustees approves the Hybrid Model for technology budget planning purposes for the 2026-27 school year, as presented.

Trustee Boymook arrived at 11:42 a.m.

VOTE ON MOTION 076/2025 | CARRIED

In favour: Trustee Footz, Trustee Boymook, Board Chair Allen, Vice-Chair Miller, Trustee Holowaychuk

Opposed: Trustee Irwin and Trustee Sorochan

The Board recessed at 12:10 p.m. and reconvened at 1:12 p.m.

Reports for Information

UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2024 TO MAY 31, 2025

Director Lewis presented to the Board for information the Unaudited Financial Report for Sept. 1, 2024 to May 31, 2025, for Elk Island Public Schools.

PLAYGROUND SUMMARY REPORT 2024-25

Assistant Director Dragon presented to the Board for information the Playground Summary report for the 2024-25 school year.

NATIONAL AND INTERNATIONAL FIELD TRIPS 2024-25

Associate Superintendent Marshall presented to the Board for information the National and International Field Trips report for the 2024-25 school year.

LOCALLY DEVELOPED COURSES 2025-26

Associate Superintendent Marshall presented to the Board for information the Locally Developed Courses for the first semester of 2025-26 school year.

Committee Reports

GOVERNANCE AND EVALUATION COMMITTEE

Vice-Chair Miller presented a report for information from the Governance and Evaluation Committee meeting held on June 9, 2025. The next meeting is scheduled for September 29, 2025.

AUDIT COMMITTEE

Vice-Chair Miller presented a report for information from the Audit Committee meeting held on June 10, 2025. The next meeting is scheduled for Nov. 5, 2025.

POLICY COMMITTEE

Trustee Footz presented a report for information from the Policy Committee meeting held on June 11, 2025. Trustee Footz thanked the trustees who sat on the committee, Superintendent Stoddard and Executive Assistant Borchers for their tremendous work.

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 2:05 p.m.

The Board wished everyone a safe, healthy and rejuvenating summer break!

ADJOURNMENT

Board Chair Allen declared the meeting adjourned at 2:05 p.m.

Cathy Allen, Board Chair

Sandra Stoddard, Superintendent