

**MINUTE BOOK****Organizational Board Meeting**

Minutes of the Organizational Board meeting of the Board of Trustees of Edmonton School Division of Alberta held in Centre for Education McCauley Chambers on Tuesday, June 20, 2023.

**Present:****Trustees**

Trisha Estabrooks  
Dawn Hancock  
Marcia Hole

Julie Kusiek  
Marsha Nelson

Sherri O'Keefe  
Jan Sawyer  
Saadiq Sumar

**Officials**

Angela Anderson  
Todd Burnstad  
Grace Cooke  
Andrea Cooper

Karen Mills  
Kathy Muhlethaler  
Kent Pharis  
Nancy Petersen

Cliff Richard  
Carrie Rosa  
Ron Thompson  
Liz Yule

**Board Chair:** Trisha Estabrooks

**Recording Secretary:** Catherine Angeles

**A. Roll Call: 5:15 p.m.**

Assistant Superintendent Muhlethaler advised that she was acting for Superintendent Robertson and that all Trustees were present.

**B. Approval of the Agenda**

**MOVED BY Trustee Hole:**

**“That the agenda for the June 20, 2023, Organizational Board meeting be approved as printed.”**

**(UNANIMOUSLY CARRIED)**

**C. Reports**

1. Confirmation of Committees, Board Representation and Regular Meetings

**MOVED BY Acting Vice-Chair Kusiek:**

**“That recommendations 1 to 7 be approved.”**

**(UNANIMOUSLY APPROVED)**

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**RECOMMENDATIONS**

That the following actions be taken for the 2023-2024 school year:

1. That the following standing committees of the whole be confirmed:  
Caucus Committee  
Audit Committee
  
2. That the following Board committees be confirmed:
  - a) Governance and Evaluation
  - b) Infrastructure
  - c) Policy Review
  
3. That Board representation on the following Division staff negotiating committees as required be confirmed:
  - a) Custodial Staff (CUPE Local 474)
  - b) Maintenance Staff (CUPE Local 784)
  - c) Support Staff (CUPE Local 3550)
  - d) Teaching Staff (Edmonton Public Teachers' Local 37)
  
4. That Board membership and representation on the Public School Boards' Association of Alberta (PSBAA) be confirmed:
  - Provincial Executive
  - Public School Boards Council representative
  
5. That Board membership and representation on the Alberta School Boards Association of Alberta (ASBA) be confirmed:
  - Provincial Executive
  - Zone 2/3 Executive and Provincial Executive - Alternate
  - Zone 2/3 Executive - Alternate
  
6. That the following Ad Hoc Committee and Board representative assignments be confirmed:
  - Ad Hoc Advocacy Committee
  - Edmonton Public Schools Foundation Board of Governors
  
7. That the Board reappoint or review the following positions and committees:

<b>1.</b>	<b>Standing Committee of the Whole:</b>	<b>2022-2023</b>
	<b>a)</b> Board Chair	Trisha Estabrooks
	<b>b)</b> Board Vice-Chair	Nathan Ip/ Julie Kusiek (acting)
	<b>c)</b> Audit Chair	Dawn Hancock

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<b>2.</b>	<b>Board Committees:</b>	<b>2022-2023</b>
	<b>a)</b> Governance and Evaluation (3 members)	Dawn Hancock Marcia Hole Sherri O’Keefe (C)
	<b>b)</b> Infrastructure Committee (3 members)	Julie Kusiek (C) Sherri O’Keefe Saadiq Sumar
	<b>c)</b> Policy Review (3 members)	Marcia Hole Jan Sawyer (C) Saadiq Sumar
<b>3.</b>	<b>Negotiations:</b>	
	<b>a)</b> Custodial Staff (CUPE Local 474)	Dawn Hancock Sherri O’Keefe
	<b>b)</b> Maintenance Staff (CUPE Local 784)	Marcia Hole Marsha Nelson
	<b>c)</b> Support Staff (CUPE Local 3550)	Trisha Estabrooks Jan Sawyer
	<b>d)</b> Teaching Staff – Edmonton Public Teachers’ Local 37	Julie Kusiek Jan Sawyer (TEBA Rep)
<b>4.</b>	<b>Representatives for the Public School Boards’ Association of Alberta (PSBAA)</b> (2 representatives)	Marsha Nelson - Director Jan Sawyer – PSBC Rep
<b>5.</b>	<b>Representatives for the Alberta Schools Board Association (ASBA)</b>	
	<b>a)</b> Provincial Executive <i>*Provincial Board of Directors – Director terms will commence every November of even-numbered years for one Director and one Alternate Director and will be eligible for re- election for one successive term of two years.</i>	Dawn Hancock
	<b>b)</b> Provincial Executive – Alternate	Julie Kusiek
	<b>c)</b> ASBA Zone 2/3 Executive	Trisha Estabrooks
	<b>d)</b> ASBA Zone 2/3 Executive – Alternate	Sherri O’Keefe

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		<b>2022-2023</b>
<b>6.</b>	<b>Ad Hoc Committee and Board Representative Assignment:</b>  <b>Ad Hoc Advocacy Committee (up to 9 members)</b>  <b>Board Representative Assignment</b> <ul style="list-style-type: none"> <li>• <b>Edmonton Public Schools Foundation Board of Governors</b></li> </ul>	  Nathan Ip Julie Kusiek Marsha Nelson (C)    Sherri O’Keefe
<b>7.</b>	<b>Board Representatives on Division Committees:</b>  <b>Equity Advisory Committee (2 members)</b>	  Marcia Hole Saadiq Sumar

1. Standing Committee of the Whole

a) Board Chair

The Board Chair (pro tem) called for nominations for the position of Board Chair.

Trustee Nelson nominated Trustee Estabrooks. Trustee Estabrooks accepted the nomination.

The Board Chair (pro tem), seeing that there were no further nominations, closed the nominations and declared herself re-elected by acclamation as Board Chair.

b) Board Vice-Chair

The Board Chair called for nominations for the position of Board Vice-Chair. This person will also serve as the Chair of the Caucus Committee.

Trustee Hancock nominated Trustee Kusiek. Trustee Kusiek accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Kusiek elected by acclamation as Board Vice-Chair.

c) Audit Chair

The Board Chair called for nominations for the position of Audit Chair.

Trustee Hole nominated Trustee Hancock. Trustee Hancock accepted the nomination.

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The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Hancock re-elected by acclamation as Audit Chair.

### 2. Board Committees

#### a) Governance and Evaluation

The Board Chair called for nominations for three Trustee representatives to serve on this committee.

Trustee Sawyer nominated Trustees Nelson, O'Keefe and Sumar. Trustees Nelson, O'Keefe and Sumar all accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Nelson, O'Keefe and Sumar elected to the Governance and Evaluation Committee.

#### b) Infrastructure

The Board Chair called for nominations for three Trustee representatives to serve on this committee.

Trustee Sumar nominated Trustees Hancock, Kusiek and O'Keefe. Trustees Hancock, Kusiek and O'Keefe all accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Hancock, Kusiek and O'Keefe elected to the Infrastructure Committee.

#### c) Policy Review

The Board Chair called for nominations for three Trustee representatives to serve on this committee.

Trustee Kusiek nominated Trustees Hole, Sawyer and Sumar. Trustees Hole, Sawyer and Sumar all accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Hole, Sawyer and Sumar elected to the Policy Review Committee.

### 3. Negotiations

#### a) Custodial Staff (CUPE Local 474)

The Board Chair called for nominations for two Trustee representatives to serve on this committee.

Trustee Hole nominated Trustees Hancock and O'Keefe. Both Trustees Hancock and O'Keefe accepted the nomination.

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The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Hancock and O’Keefe elected to the Negotiating Committee for CUPE Local 474 – Custodial Staff.

b) Maintenance Staff (CUPE Local 784)

The Board Chair called for nominations for two Trustee representatives to serve on this committee.

Trustee Hancock nominated Trustees Hole and Nelson. Both Trustees Hole and Nelson accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Hole and Nelson elected to the Negotiating Committee for CUPE Local 784 – Maintenance Staff.

c) Support Staff (CUPE Local 3550)

The Board Chair called for nominations for two Trustee representatives to serve on this committee.

Trustee Nelson nominated Trustees Estabrooks and Sawyer. Both Trustees Estabrooks and Sawyer accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee O’Keefe and herself elected to the Negotiating Committee for CUPE Local 3550 – Support Staff.

d) Teaching Staff – Edmonton Public Teachers’ Local 37

The Board Chair called for nominations for two Trustee representatives to serve on this committee, one of whom will be the representative for the Teachers’ Employer Bargaining Association (TEBA).

Trustee O’Keefe nominated Trustees Sawyer and Sumar. Both Trustee Sawyer and Sumar accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Sawyer and Sumar elected to the Negotiating Committee for Teaching Staff – Edmonton Public Teachers’ Local 37.

Trustee Sumar asked if they needed to specify who the TEBA representative was or if it could be decided at a future date. Ms. Mills advised that the decision could be made at today’s meeting or decided at a later date. Trustee Sawyer stated that she and Trustee Sumar need time to discuss the role of the TEBA representative. The Board Chair agreed and stated they would report at the first Board meeting in September 2023 advising which Trustee was the TEBA representative.

**MINUTE BOOK**4. Representatives for the Public School Boards' Association of Alberta (PSBAA)a) Provincial Executive - Director

The Board Chair called for nominations for one Trustee representative to serve as Provincial Executive - Director.

Trustee Sumar nominated Trustee Sawyer. Trustee Sawyer accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Sawyer elected as Provincial Executive - Director on the PSBAA Executive Committee.

b) Public School Boards' Council (PSBC) Representative

The Board Chair called for nominations for one Trustee representative to serve as PSBC Representative.

Trustee Sumar nominated Trustee Nelson. Trustee Nelson accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Nelson elected as PSBC Representative.

5. Representatives for the Alberta School Boards Association (ASBA)a) Provincial Executive -Director

The Board Chair called for nominations for one Trustee representative to serve as Provincial Executive - Director on the ASBA Board of Directors.

Trustee Hole nominated Trustee Hancock. Trustee Hancock accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Hancock elected as Provincial Executive - Director on the ASBA Board of Directors.

b) Zone 2/3 Representative and Provincial Executive – Alternate

The Board Chair called for nominations for one Trustee representative to serve as Zone 2/3 Representative and Provincial Executive - Alternate.

Trustee Nelson nominated Trustee Estabrooks. Trustee Estabrooks accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared herself elected as ASBA Zone 2/3 Representative and Provincial Executive - Alternate.

**MINUTE BOOK**c) Zone 2/3 Representative – Alternate

The Board Chair called for nominations for one Trustee representative to serve as Zone 2/3 Representative - Alternate.

Trustee Hancock nominated Trustee O’Keefe. Trustee O’Keefe accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee O’Keefe elected as ASBA Zone 2/3 Representative - Alternate.

6. Ad Hoc Committee and Board Representative Assignmenta) Ad Hoc Advocacy Committee

The Board Chair called for nominations for Trustee representatives to serve on the Advocacy Committee. Up to eight Trustees may be nominated to this committee.

Trustee Sawyer nominated Trustees Estabrooks, Kusiek, Nelson and O’Keefe. Trustees Estabrooks, Kusiek, Nelson and O’Keefe all accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee Estabrooks, Kusiek, Nelson and O’Keefe elected to the Advocacy Committee.

b) Representative Assignment

The Board Chair called for nominations for one Trustee representative to serve on the Edmonton Public Schools Foundation Board of Governors.

Trustee Hole nominated Trustee O’Keefe. Trustee O’Keefe accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustee O’Keefe elected to the Edmonton Public Schools Foundation Board of Governors.

7. Board Representatives on Division Committeesa) Equity Advisory Committee

The Board Chair called for nominations for two Trustee representatives to serve on the committee.

Trustee O’Keefe nominated Trustee Hole and Sumar. Both Trustee Hole and Sumar accepted the nomination.

The Board Chair, seeing that there were no further nominations, closed the nominations and declared Trustees Hole and Sumar elected to the Equity Advisory Committee.



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D. **Next Board Meeting: Tuesday, September 12, 2023, at 2 p.m.**

E. **Adjournment: 5:33 p.m.**

**The Board Chair adjourned the meeting.**

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Trisha Estabrooks, Board Chair

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Karen Mills, Director of Board and  
Superintendent Relations