

<b>Date</b>	October 31, 2025
<b>To</b>	Board of Trustees
<b>From</b>	Ron Thompson, Superintendent of Schools
<b>Subject</b>	Confirmation of Committees, Board Representation and Regular Meetings
<b>Originator</b>	Kelsey Duebel, Director, Board and Superintendent Relations
<b>Reference</b>	<a href="#">Education Act Board Procedures Regulation</a> (Section 1) <a href="#">Trustees' Handbook</a> (Section 5.1.2 Organizational Board Meeting Process in Election Year)

## ISSUE

In accordance with Section 1 of the *Education Act* Board Procedures Regulation: *The organizational meeting of a board shall be held annually; and, in any year in which a general election takes place, must be held within 4 weeks following the date the statement of the results of that election is announced or posted.*

## RECOMMENDATION

**That the following actions be taken for the 2025-26 school year:**

- 1. That the following standing committees of the whole be confirmed:**
  - a. Caucus Committee
  - b. Audit Committee
- 2. That the following Board committees be confirmed:**
  - a. Governance and Evaluation
  - b. 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. Specialized Learning Supports Employees (CUPE Local 3550)
  - e. Teaching Staff (Edmonton Public Teachers' Local 37)

4. **That Board membership and representation on the Public School Boards' Association of Alberta (PSBAA) be confirmed:**
  - a. Provincial Executive - Director
  - b. Public School Boards Council (PSBC) Representative
  - c. Public School Boards Council (PSBC) Alternative Representative
5. **That Board membership and representation on the Alberta School Boards Association (ASBA) be confirmed:**
  - a. Provincial Executive - Director
  - b. Zone 2/3 Executive
  - c. Zone 2/3 Executive - Alternate
6. **That the Board's ASBA Issues and Resolutions Committee, comprised of the Board Chair or Board Vice-Chair, the ASBA Provincial Executive Board of Directors representative and the ASBA Zone 2/3 representative, be confirmed.**
7. **That the following Ad Hoc committee and Board representative assignments be confirmed:**
  - a. Ad Hoc Advocacy Committee
  - b. Edmonton Public Schools Foundation Board of Governors
8. **That the following dates and times of the regular meetings be confirmed:**
  - a. Board: The Board will hold its regular meetings at 2 p.m. on the first and third Tuesday of each month, when possible, unless otherwise directed by a special motion or by the Board Chair.
  - b. Caucus Committee: Caucus Committee meetings will be held on an as-needed basis at the call of the Caucus Committee Chair. The first Tuesday morning of each month will be reserved for such meetings.
9. **That the Board reappoint or review the following positions and committees:**

		2024-25	2025-26
	<b>Board Member Positions:</b>		
	a. Board Chair	Julie Kusiek	
	b. Board Vice-Chair	Jan Sawyer	

		2024-25	2025-26
<b>1.</b>	<b>Standing Committees of the Whole:</b>		
	a. Caucus Committee Chair <i>(Rules of Order state: The Vice-Chair of the Board will serve as the Caucus Committee Chair.)</i>	Jan Sawyer	
	b. Audit Committee Chair	Dawn Hancock	
<b>2.</b>	<b>Board Committees:</b>		
	a. Governance and Evaluation (one less than the majority of Trustees)	Dawn Hancock Marsha Nelson Sherri O'Keefe (Chair)	
	b. Policy Review (one less than the majority of Trustees)	Marsha Nelson Sherri O'Keefe Saadiq Sumar (Chair)	
<b>3.</b>	<b>Negotiations:</b>		
	a. Custodial Staff (CUPE Local 474)	Dawn Hancock Sherri O'Keefe	
	b. Maintenance Staff (CUPE Local 784)	Dawn Hancock Marsha Nelson	
	c. Support Staff (CUPE Local 3550)	Sherri O'Keefe Jan Sawyer	
	d. Specialized Learning Supports Employees (CUPE Local 3550)	Dawn Hancock Sherri O'Keefe	
	e. Teaching Staff (Edmonton Public Teachers' Local 37) <i>[The two confirmed representatives decide between themselves who will be the TEBA representative.]</i>	Marsha Nelson Saadiq Sumar (TEBA Rep)	
<b>4.</b>	<b>Representatives for the Public School Boards' Association of Alberta (PSBAA):</b>		
	a. Provincial Executive - Director	Jan Sawyer	

		<b>2024-25</b>	<b>2025-26</b>
	b. Public School Boards' Council (PSBC) Representative	Sherri O'Keefe	
	c. PSBC Alternate Representative	Marsha Nelson	
<b>5.</b>	<b>Representatives for the Alberta School Boards Association (ASBA):</b>		
	a. Provincial Executive	Dawn Hancock	
	b. ASBA Zone 2/3 Executive	Saadiq Sumar	
	c. ASBA Zone 2/3 Executive - Alternate	Jan Sawyer	
<b>6.</b>	<b>ASBA Issues and Resolutions Committee</b>		
	Board Chair or Vice-Chair	Julie Kusiek	
	ASBA Provincial Executive Board of Directors Representative	Dawn Hancock	
	ASBA Zone 2/3 Executive Representative	Saadiq Sumar	
<b>7.</b>	<b>Ad Hoc Committee and Board Representative Assignment:</b>		
	a. Ad Hoc Advocacy Committee	Committee of the whole, as affirmed Sep. 24, 2024.	
	b. Representative - Edmonton Public Schools Foundation	Marsha Nelson	

#### **BACKGROUND**

A list of the Board positions and committees, along with the names of the Trustees who held these positions in 2024-25, is provided in Recommendation 9. In accordance with the Trustees' Handbook, these positions are subject to reappointment or review each year.

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