

DATE: September 09, 2025

TO: Board of Trustees

FROM: Trustee Marsha Nelson, Policy Review Committee
Trustee Sherri O’Keefe, Policy Review Committee
Trustee Saadiq Sumar, Chair, Policy Review Committee

SUBJECT: Policy Review Committee 2024-25 Work Plan Summary

ORIGINATOR: Kelsey Duebel, Director Board and Superintendent Relations

RESOURCE STAFF: Nancy Petersen, Wanas Radwan

REFERENCE: [Trustees’ Handbook](#), Section 6.1.3 - Board Committees, Policy Review Committee

ISSUE

The Trustee Policy Review Committee (PRC) is responsible for developing and presenting to the Board of Trustees (the Board) an annual work plan. This report summarizes the committee’s accomplishments for the 2024-25 school year.

BACKGROUND

The Board approved the membership of the PRC at the June 18, 2024, organizational Board meeting to assist the Board in the review, revision and development of Board policy. The PRC ensures that Board policies submitted for Board approval are in accordance with Board Policy CH.BP Framework for Policy Development and Review.

The PRC is responsible for developing and presenting to the Board an annual work plan. The [PRC 2024-25 work plan](#) was approved at the December 10, 2024, Board meeting.

While this did not impact progress towards the work plan, it should be noted that there were membership changes on the committee midyear, as both Trustee Estabrooks and Trustee Hole stepped away from their Trustee roles. On January 28, 2025, the Board unanimously supported that Trustee Nelson would serve on the committee alongside Trustees O’Keefe and Sumar.

CURRENT SITUATION

Over the course of the 2024-25 school year, the PRC has undertaken the following work to accomplish its goals as set out in its annual work plan.

New Policy Development

- **Review of School Names and Naming of Schools:**
 - On September 7, 2021, the Board [passed the motion](#): *“That the Board commit to creating a renaming policy, a review of all school names and renaming schools where appropriate. A special committee made up of students, parents, staff, community members, two Trustees and*

individuals involved in anti-racism work be formed to propose a process for school renaming and a process for a Division-wide review of all Edmonton Public Schools.”.

- Since the motion was passed in 2021, a School Renaming Criteria Advisory Committee was formed and met four times between October 2022 and January 2023. The work of the committee was summarized in the School Renaming Criteria Advisory Committee [Report of Recommendations](#). This document was shared with Trustees on March 10, 2023.
- Informed by feedback from the advisory committee and in collaboration with communities, the Board has renamed three schools:
 - May 2022: kisêwâtisiwin School, formerly Dan Knott School
 - April 2024: Wîhkwêntôwin School, formerly Oliver School
 - September 2024: awâsis waciston School, formerly Prince Charles
- At the [June 24, 2025 Board meeting](#), the Board approved the recommendation: *“That the Board of Trustees considers all work directed in the September 7, 2021, Board motion to be complete and no further action is required.”* In the work undertaken to explore a renaming policy and the experience of renaming these three schools, the Board has determined that Board policies, administrative regulations and procedures currently in place provide the necessary guidance for the renaming of Division schools.

Policy Review and Revision

- **Review of Board Policy FA.BP Human Resources Framework:** Work was initiated to support the review of this policy, with the opportunity for enhanced clarity around the values foundational to the policy and alignment with priorities two and three of the Strategic Plan. A preliminary review of the policy has been conducted and a revised draft policy is in development. The PRC intends to provide a status update to the newly elected Board in the 2025-26 school year, for consideration and continuation of this work if desired.
- **Annual Review of Student Behaviour and Conduct:** Section 33 of the *Education Act* requires an annual review of the code of conduct for students. To comply with this requirement, Board Policy HG.BP Student Behaviour and Conduct was reviewed. This work resulted in the PRC proposing some revisions to the policy to enhance clarity and affirm the Board’s values and expectations. The draft policy was approved for first reading at the May 6, 2025, Board meeting. A survey was then made available to the public from May 7 to June 4, 2025. Feedback from the survey informed the final draft of the policy. The revised policy came forward for second, third and final reading and was approved at the June 24, 2025, Board meeting, supporting the Board’s compliance with the annual review.
- **Review of Board Policy AEBB.BP Wellness of Students and Staff:** The review of this policy was initiated to support stronger alignment with priority three of the Division’s Strategic Plan and our mandated responsibilities set out in the *Education Act* related to *the provision of a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging*. PRC intends to provide the revised draft for the newly elected Board in the 2025-26 school year, for consideration and continuation of this work if desired.
- **Alignment of Board Policies with New Provincial Direction:** For September 1, 2025, compliance to new provincial legislation, the PRC considered the potential implications of the *Education Amendment Act, 2024* and the *Fairness and Safety in Sport Act* for Board policies. In consultation with General Counsel, it was determined that the Division’s compliance with the new legislative requirements will be reflected through updates to administrative regulations and Division procedures.

Longer-Term Policy Work

- **Review of Board Policy EO.BP Environment:** The PRC will identify the opportunity for this work for the newly elected Board. Review of this policy has the potential to support the Division's environmental strategy and priority three of the Strategic Plan.
- **Review of Board Policy EA.BP Infrastructure Planning Principles:** The potential need to review this policy emerged in the work to explore a renaming policy. Based on the Board's approval of the recommendation at the June 24, 2025, Board meeting to conclude the renaming policy work, this potential policy work also concluded.
- **Review of Board Policy HA.BP Inclusive Education:** This policy is on the PRC's annual work plan in anticipation of the release of the updated *Standards for Special Education* from Alberta Education. Work to revise the policy should reflect alignment with the provincial standards. It is recommended that future work to review the policy commence once the revised provincial standards have been released.
- **Personal mobile devices in schools:** Exploratory work, in consultation with subject matter experts, was completed to better understand the considerations around developing a Division policy for personal mobile devices in schools. Based on this work, the PRC determined that a stand-alone policy specific to personal mobile devices was not needed. Instead, direction for personal mobile devices will continue to be articulated in the Student Rights and Responsibilities document and in Board Policy HG.BP Student Behaviour and Conduct, in alignment with provincial direction set out in [*Ministerial Order #014/2024 Standards for the Use of Personal Mobile Devices and Social Media in Schools*](#).
- **Artificial Intelligence (AI):** The PRC undertook exploratory work to understand the current landscape of AI and identify any potential need for Board direction through a Board policy. As a result of this work, the PRC proposed updates to the definitions section of Board Policy DK.BP Division Technology to include the definition of AI, in alignment with current administrative regulations and consultation with subject matter experts in Technology and Information Management. The updated draft policy came forward for first, second, third and final reading and was approved at the May 27, 2025, Board meeting.
- **Board policy governance and review cycle:** The PRC has supported administration in moving forward in this work, identifying the desired outcome of a policy coding and review cycle procedure that is clearer and more transparent. The work to refine the review cycle and update all policy documents is a multi-year initiative. The PRC has provided feedback to help inform this work going forward. This information will be provided to the newly elected Board for their awareness.

KEY POINTS

- All items in the PRC's 2024-25 work plan have been addressed in this update.
- The new Board will be left with information around any policy work still in progress for their consideration.

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