

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION  
Tuesday, December 17, 2024, at Hanna

*Each student will be provided personalized education through innovative practices while celebrating diversity and developing strong relationships that ensure student achievement and foster the growth of well-adjusted citizens.*

**Present:** Holli Smith, Shandele Battle, Lindsay Bond, Jinel Ference (Google Meet), Ken Macfarlane, Scott MacPherson, Marsha Tkach (Google Meet), Cam McKeage – Superintendent, Steve Nielsen – Deputy Superintendent, Mark Nikota – Secretary Treasurer, Marty McCrea – Director of Financial Services and Jennifer Cooper – Administrative Assistant

**Absent with Regrets:** Shauna Davies

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**1. Call To Order**

Board Chairperson, H. Smith, called the December 17, 2024, Regular Board Meeting to order at 9:02 a.m.

Carol Lenfesty entered the meeting at 9:02 a.m.

**2. Adoption of Agenda**

Agenda items added 6C – AAC Meeting and 6D – Board & School Council Meeting

The Board of Trustees of Prairie Land School Division approved the December 17, 2024, Regular Board Meeting agenda, as amended.

**Carried (2024-2025-41)**

**3. Approval of Board Meeting Minutes**

The Board of Trustees of Prairie Land School Division reviewed the November 26, 2024, Regular Board Meeting Minutes, as presented.

**5. Reports of Officers**

**A. Administration**

C. McKeage, Superintendent, presented the administration report. Deputy Superintendent S. Nielsen has resigned and will be leaving Prairie Land at the end of January 2025. The superintendent thanked him for all his work for Prairie Land.

M. McCrea left the meeting at 9:07 a.m.

## **6. Reports of Committees**

### **A. Rural Caucus**

S. MacPherson reported that there will be a Rural Caucus meeting held at the Rural Symposium in March 2025.

## **4. Presentations**

### **A.**

## **6. Reports of Committees Continued**

### **B. School AERR Reports**

Discussion was held on the School AERR presentations. J.C. Charyk Hanna School will be presenting to the Board this afternoon.

### **C. AAC Meeting**

The next AAC meeting will be held on January 14, 2025.

### **D. Board & School Council Meeting**

It was suggested to consider booking professional development for the Board & School Council fall meeting in the future. The superintendent stated that working with the School Councils in the fall could be something administration looks after. The Board & School Council meeting will be on the February board agenda to determine agenda items.

## **7. Standing Order of Business**

### **A. Local Elections Act**

The trustees read By-law No. 01/2024 Trustee Nomination Requirements regarding requiring potential candidates for trustee to provide a criminal record check to be nominated in an election.

Moved by L. Bond that By-law No. 01/2024, Trustee Nomination Requirements, be amended by adding the following: 1) That nominations for school board trustee be accompanied by a criminal record check, obtained from their local police service.

**Carried (2024-2025-42)**

Moved by L. Bond that a recorded vote be taken on the third reading of the bylaw as amended.

**Carried (2024-2025-43)**

Moved by L. Bond that By-law No. 01/2024, Trustee Nomination Requirements, be given third reading as amended.



For – L. Bond, S. MacPherson and S. Battle  
Against – K. Macfarlane, J. Ference, H. Smith and M. Tkach

**Defeated (2024-2025-44)**

**B. Mobile Device Policy**

The draft Mobile Device Usage AP was reviewed.

Moved by S. Battle Administrative Procedure *Mobile Device Usage Policy*, be approved as reviewed.

**Carried (2024-2025-45)**

The administrative procedure will be in place for January 1, 2025 as per Ministerial Order (#014-2024).

**C. School Tours**

The Board will tour Berry Creek Community School, Youngstown School and Wind River Colony for a one day tour possibly in May. The trustees will tour the other schools in the capital plan and they will be toured before the capital plan is presented in March.

**D. PSBAA Letter**

The letter to PSBAA will be written at the AAC meeting to be held on January 14, 2025.

**E. Draft 2025-2026 Prairie Land Division Calendar**

The draft 2025-2026 Prairie Land Division Calendar was reviewed. The calendar indicates teachers will start on August 25, 2025 with 193 teacher days and students will start on August 27, 2025 with 184 instructional days. The November break will be from November 10-14, 2025, Christmas break will be from December 20, 2025 to January 4, 2026 and Easter break will be from April 3 - April 12, 2026. There are six PD days for staff throughout the year. The September PD day will be moved to Monday, September 29, 2025.

The calendar will be shared with school communities for feedback and approval at the February 25, 2025 Board Meeting.

**8. Announcements**

No announcements.

C. Lenfesty left the meeting at 11:30 a.m.

**9. Closed Session**

Moved by J. Ference that the Board move into closed session at 11:38 a.m..

**Carried (2024-2025-46)**



Moved by S. MacPherson that the Board adjourn the closed session at 12:12 p.m..

**Carried (2024-2025-47)**

**10. Adjournment**

The December 17, 2024 Regular Board meeting adjourned at 12:12 p.m.



Holli Smith  
Board Chair



Mark Nikota  
Secretary-Treasurer