

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION  
Tuesday, February 25, 2025, 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 (Google Meet), Shandele Battle, Lindsay Bond, Shauna Davies (Google Meet), Ken Macfarlane, Jinel Ference, Marsha Tkach, Cam McKeage – Superintendent, Mark Nikota – Secretary Treasurer, and Jennifer Cooper – Administrative Assistant

**Absent with Regrets:** Scott MacPherson

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**1. Call To Order**

Board Vice-chairperson, M. Tkach, called the February 25, 2025, Regular Board Meeting to order at 9:00 a.m.

**2. Adoption of Agenda**

Agenda items added 7H – Board & School Council Meeting, 9Aii – Executive Contracts, and 6B – PSBC.

The Board of Trustees of Prairie Land School Division approved the February 25, 2025, Regular Board Meeting agenda, as amended.

**Carried (2024-2025-58)**

**3. Approval of Board Meeting Minutes**

The Board of Trustees of Prairie Land School Division reviewed the January 28, 2025, Regular Board Meeting Minutes, as presented.

**5. Reports of Officers**

A. Administration

C. McKeage, Superintendent, presented the administration report.

**6. Reports of Committees**

A. Rural Caucus

S. Battle reported that there will be a Rural Caucus meeting held at the Rural Symposium on March 2, 2025 at 1:00 p.m. in the main ballroom.

**B. PSBC**

H. Smith emailed the PSBC February meeting report to trustees. PSBAA will meet with the trustees at Central Office to be held on March 11, 2025, time to be determined.

**4. Presentations**

**A.**

**7. Standing Order of Business**

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

The second draft calendar was shared with with school staff and communities for feedback. Feedback was received on the PD half days.

Moved by L. Bond that Draft #2 2025-2026 Prairie Land Division Calendar be approved as presented.

**Carried (2024-2025-59)**

**B. Inclement Weather AP**

Discussion was held on AP 307 regarding Inclement Weather. The Transportation Coordinator talks to the bus drivers regularly regarding inclement weather. There are many different weather situations that arise across the division that change hourly so the drivers are in constant contact the Transportation Coordinator regarding if they run or not.

**C. Board Governance and Operations Manual**

The revised Board Governance and Operations Manual was discussed.

Moved by H. Smith that the Board Governance and Operations Manual be approved as revised.

**Carried (2024-2025-60)**

**D. Meeting with the Minister of Education & MLA**

A letter will be sent to the Minister of Education asking for a meeting with the trustees. A meeting request will be sent to the MLA.

**E. AAC Meeting**

Moving forward the AAC meetings will be called Advocacy and Action meetings.

Agenda items will be Board & School Council Meeting agenda, Trustee PD, agendas for MLA and Minister of Education meetings, Board policies 10 & 11, Board Governance and Operations Manual and Strategic Plan under BLQS. The start time will be 10:00 a.m.

Recess held at 9:58 a.m.

Board Vice-chairperson, M. Tkach, called the Board Meeting to order at 10:11 a.m.

F. Board School Tours

March 20 will be the date for the North Schools tour of Veteran School, Veteran Colony and Consort School. May 8 will be the tour for Youngstown School, Berry Creek Community School and the Wind River Colony. Director of Plant Brian Corry will attend the March 20 School tours with the trustees.

G. Board Policies 5, 6, 7 & 8

The revised Board Policies 5, 6, 7 & 8 were reviewed.

Moved by H. Smith that we reassign numbers to Board Policies as we have combined two policies.

**Carried (2024-2025-61)**

Moved by L. Bond that *Board Policy 5 – Role of the Superintendent*, be approved as revised.

**Carried (2024-2025-62)**

Moved by K. Macfarlane that *Board Policy 6 – Trustee Code of Ethics*, be approved as revised.

**Carried (2024-2025-63)**

Moved by J. Ference that *Board Policy 7 – Board Operations*, be approved as revised.

**Carried (2024-2025-64)**

Recess held at 10:36 a.m.

Board Vice-chairperson, M. Tkach, called the Board Meeting to order at 10:40 a.m.

Moved by H. Smith that *Board Policy 8 – Board Committees and External Organizations*, be approved as revised.

**Carried (2024-2025-65)**

H. Board & School Council Meetings

There will be in person meetings held for the School Councils in the North and South locations. It will be an evening meeting with the first hour for the Board & School Council meeting and the next hour will be an assurance meeting. Suggested dates set are April 1, 2, 7 & 8, 2025.

**8. Announcements**

No announcements.

Recess held at 10:50 a.m.

Board Vice-chairperson, M. Tkach, called the Board Meeting to order at 10:57 a.m.

**9. Closed Session**

Moved by H. Smith that the Board move into closed session at 10:58 a.m..

**Carried (2024-2025-66)**

Moved by S. Battle that the Board adjourn the closed session at 11:55 a.m..


**Carried (2024-2025-67)**

**10. Adjournment**

The February 25, 2025 Regular Board meeting adjourned at 11:56 a.m.

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Holli Smith  
Board Chair



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Mark Nikota  
Secretary-Treasurer