

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION
Tuesday, November 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:

Shandele Battle, Scott MacPherson, Holli Smith, Marsha Tkach, Sharon Walker, Chris Warwick, Danielle Kurek, Cam McKeage – Superintendent, Katherine Mann - Deputy Superintendent, Syed Raza - Associate Superintendent, Mark Nikota - Secretary-Treasurer and Jennifer Cooper - Administrative Assistant

Absent with Regrets: Gemma Norburn

1. Call To Order

Board Chairperson, H. Smith, called the November 25, 2025, Regular Board Meeting to order at 10:00 a.m.

2. Adoption of Agenda

The Board of Trustees of Prairie Land School Division approved the November 25, 2025, Regular Board Meeting agenda, as amended (item 6A Rural Caucus).

3. Approval of Board Meeting Minutes

- A. The Board of Trustees of Prairie Land School Division reviewed the October 29, 2025, Organizational Board Meeting Minutes, as presented.
- B. The Board of Trustees of Prairie Land School Division reviewed the October 29, 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
 - The next meeting held will be on March 1, 2026 at the Rural Education Symposium.

7. Standing Order of Business

- A. Board Advocacy and Action Meeting
 - The Board Advocacy & Action Meeting will be held on December 9, 2025.
 - Agenda items will be the Draft AERR, trustee orientation follow-up, alternative

programming and collegiate programming, Advocacy Plan, Board Retreat and trustee goal setting.

B. 2025-2026 Prairie Land Division Calendar

Alberta Education has confirmed that January Diploma Exams and PATs will not proceed. The draft 2025-2026 Prairie Land Division Calendar was reviewed with two proposed changes. The January PD day will move from the 28 to the 30 and second semester will begin on February 2, 2026.

Moved by M. Tkach that the Board of Trustees approve the adjustment to the 2025-2026 school calendar by extending the first semester by two instructional days, establishing January 30, 2026 as a Professional Development/turnaround day, and beginning the second semester on February 2, 2026, to ensure adequate instructional time and maintain appropriate assessment practices in the absence of January Diploma Exams and Provincial Achievement Tests.

Carried (2025-2026-21)

Recess held at 10:26 a.m.

Board Chair, H. Smith, called the Board Meeting to order at 10:30 a.m.

Director of Financial Services Marty McCrea entered the meeting at 10:30 a.m.

AVAIL representative Darren Adamson entered the meeting at 10:31 a.m. by Google Meet.

4. Presentations

A. 2024-2025 Audited Financial Statements – AVAIL, Darren Adamson

D. Adamson reviewed the audited financial statements, statement of financial position and statement of operations.

Moved by C. Warwick that the 2024-2025 audited financial statements be accepted by the Board of Trustees of Prairie Land School Division and submitted to the Minister of Education.

Carried (2025-2026-22)

D. Adamson left the meeting at 10:56 a.m.

M. McCrea handed out a financial update to trustees.

M. McCrea left the meeting at 10:59 a.m.

7. Standing Order of Business Continued



- C. **MLA Meeting**
Discussion was held on the meetings held with the Minister and MLA's on November 18, 2025. A follow-up letter will be sent to MLA Sabir and MLA Ellingson.
- D. **ASBA & PSBAA Fall General Meetings**
Discussion was held on the ASBA & PSBAA Fall General Meetings. Trustee reporting was discussed.
- E. **Board & School Council Meeting**
Due to date conflicts two new dates were discussed for the Board & School Council meeting. The new possible dates are January 21 & 22, 2026. The meeting will be held online at 7:00 p.m.. The School Councils will be notified and asked for feedback. Agenda items will be introduction of the Board and Role of the Board, Prairie Land Education Plan and Administrative Procedures.
- F. **Board Policy 1 – Divisional Foundational Statements**
Board Policy 1 was reviewed. This will be reviewed further when the Board Strategic Plan is reviewed.
- G. **Appointment of Board Standing Committee Membership**
Moved by S. MacPherson that the Board of Trustees confirm and appoint Danielle Kurek to the Standing Committees for the 2025-2026 school year in accordance with Board Policy 8 – Board Committees.

Carried (2025-2026-23)

With new trustee Danielle Kurek now appointed the Board standing committees were revised as follows:

- Negotiating Committee – C. Warwick, M. Tkach and S. MacPherson
Discipline Committee – S. Walker, G. Norburn and S. Battle
Executive Committee – H. Smith, M. Tkach and S. MacPherson
Scholarship Committee – D. Kurek, C. Warwick, and S. Walker
Teacher Board Advisory – M. Tkach, S. Walker and H. Smith (Alternate)
Health & Wellness Committee – G. Norburn and D. Kurek
Indigenous Committee – D. Kurek and M. Tkach (Alternate)
Audit Committee – C. Warwick, S. MacPherson and S. Walker

- H. **Appointment of Representatives on External Committees**
Moved by M. Tkach that the Board of Trustees confirm and appoint representatives to serve on external committees and organizations for the 2025-2026 school year in accordance with Board Policy 8 – Board Committees.

Carried (2025-2026-24)

The external committee members are:

Alberta School Boards Association (ASBA) – S. MacPherson and M. Tkach (Alternate)

Public School Boards Association (PSBAA) – M. Tkach and C. Warwick
(Alternate)
Teachers' Employer Bargaining Association (TEBA) – M. Tkach
Rural Caucus – G. Norburn and S. Walker (Alternate)

Recess held at 12:03 p.m.

Board Chair, H. Smith, called the Board Meeting to order at 12:38 p.m.

I. School Council Reports

At the School Council meetings trustees provide a report on trustee business and happenings in the division. The superintendent will provide trustees with notes they can share with the School Councils after the Board meetings.

J. International Field Trip – Consort School

Consort School is taking a trip to Greece in April 2026 for grade 10-12 students.

Moved by D. Kurek that the Board of Trustees approve Consort School's request to participate in the Level 3 international off-site activity to Greece from April 1-9, 2026 as required under Administrative Procedure 317 – Off-Site Activities.

Carried (2025-2026-25)

8. Announcements

No Announcements.

9. Closed Session

Moved by C. Warwick that the Board move into closed session at 12:53 p.m..


Carried (2025-2026-26)

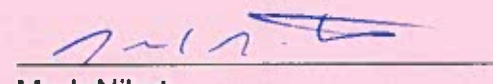
Moved by S. MacPherson that the Board move out of the closed session at 1:13 p.m..

Carried (2025-2026-27)

10. Adjournment

The November 25, 2025 Regular Board meeting adjourned at 1:14 p.m.


Holli Smith
Board Chair


Mark Nikota
Secretary-Treasurer