

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF PRAIRIE LAND PUBLIC SCHOOL DIVISION  
Wednesday, October 29, 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, Gemma Norburn, Holli Smith, Marsha Tkach, Sharon Walker, Chris Warwick, Cam McKeage – Superintendent, Katherine Mann - Deputy Superintendent, Syed Raza - Associate Superintendent, Mark Nikota - Secretary-Treasurer and Jennifer Cooper - Administrative Assistant

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**1. Call To Order**

Board Chairperson, H. Smith, called the October 29, 2025, Regular Board Meeting to order at 10:35 a.m.

**2. Adoption of Agenda**

The Board of Trustees of Prairie Land School Division approved the October 29, 2025, Regular Board Meeting agenda, as amended (item 6A, Baseball Academy, 6B Rural Caucus, and 9C ASBA Zone 5).

**3. Approval of Board Meeting Minutes**

- A. The Board of Trustees of Prairie Land School Division reviewed the September 23, 2025, Regular Board Meeting Minutes, as presented.

**4. Presentations**

- A. No presentations.

**5. Reports of Officers**

- A. Administration
  - C. McKeage, Superintendent, presented the administration report.

**6. Reports of Committees**

- A. Baseball Academy
  - M. Tkach provided an update on the Neutral Hills Wranglers Baseball Academy. Administration recommended touring the fieldhouse in Veteran along with the School Tours.
- B. Rural Caucus
  - The Rural Caucus meeting will be held on November 16 at 3:00 p.m. at the Westin in Edmonton.

## 7. Standing Order of Business

### A. Board Orientation

The Board Orientation will be held on November 4 at 10:00 a.m. at the central office.

### B. Board Advocacy Plan

The Board Advocacy Plan was reviewed. This will be discussed and revised at the Board Orientation held on November 4, 2025.

### C. Board Policy Handbook Review

The superintendent reviewed the Board Policy and Board Governance and Operations Manual linkages document.

Gemma Norburn entered the meeting at 11:11 a.m.

Simon Hersey commissioned oath of office for trustee G. Norburn.

Recess held at 11:12 a.m.

Board Chair, H. Smith, called the Board Meeting to order at 11:18 a.m.

### D. MLA Meeting

A meeting will be held with Minister Horner on November 18 at 3:00 p.m. Meetings will be set up with MLA Irfan Sabir and MLA Court Ellingson. Topics for the MLA meetings will be discussed at the Board Orientation.

### E. ASBA & PSBAA Fall General Meeting

The ASBA Fall General Meeting will be held on November 16-18, 2025 and the PSBAA AGM will be held November 19-21, 2025 in Edmonton.

### F. Board & School Council Meeting

Possible dates for the Board & School Council meeting are November 26 and December 4. The meeting will be held at 7:00 p.m. and online. The School Councils will be notified and asked for feedback.

### G. Board School Tours

The dates set for the Board School Tours are January 15, February 26 and March 10, 2026.

### H. Board Policy 12 – School Closure

Board Policy 12 was reviewed.

### I. AERR Presentation Dates

The Division AERR due date to the Ministry has been delayed to December 19, 2025. Three dates will be set for the School AERR presentations. This item will be on the November agenda for discussion on the school AERR dates.

Recess held at 11:55 a.m.

Board Chair, H. Smith, called the Board Meeting to order at 12:25 p.m.

**J. Instructional Minutes Recovery**

Discussion was held on the current 2025-2026 school year calendar and instructional minute recovery. The November break will remain as stated on the calendar.

**8. Announcements**

No Announcements.

**9. Closed Session**

Moved by C. Warwick that the Board move into closed session at 1:05 p.m..

**Carried (2025-2026-19)**

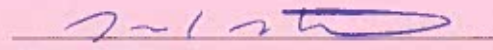
Moved by M. Tkach that the Board move out of the closed session at 2:07 p.m..

**Carried (2025-2026-20)**

**10. Adjournment**

The October 29, 2025 Regular Board meeting adjourned at 2:08 p.m.

  
Holli Smith  
Board Chair

  
Mark Nikota  
Secretary-Treasurer