MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES OF PRAIRIE LAND PUBLIC SCHOOL DIVISION

Tuesday, September 22, 2026 at Hanna

Present:
Shandele Battle, Scott MacPherson, 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

Absent with Regrets:
Danielle Kurek & Gemma Norburn

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1. **Call To Order**
   Superintendent, C. McKeage, called the September 22, 2026, Organizational Board Meeting to order at 9:03 a.m.

2. **Adoption of Agenda**
   The Board of Trustees of Prairie Land School Division approved the September 22, 2026, Organizational Board Meeting agenda, as presented.

3. **Election of Chair**
   C. McKeage asked for nominations for the position of Chair.
   S. MacPherson nominated H. Smith for Chair.
   C. McKeage asked for nominations for a second and third time.
   H. Smith was acclaimed Board Chair.

   Superintendent McKeage turned the meeting over to Chairperson Holli Smith.

4. **Election of Vice-Chair**
   H. Smith asked for nominations for the position of Vice-chair.
   C. Warwick nominated M. Tkach for Vice-chair.
   H. Smith asked for nominations for a second and third time.
   M. Tkach was acclaimed Vice-chair.

5. **Establishment of Board Meeting Dates & Locations**
   Moved by S. Walker that the Board of Trustees approve the schedule of regular public meetings and working sessions (Advocacy and Action Meetings) for the 2026-2027 school year, in accordance with Board Policy 7 – Board Operations and Section 64 (1) of the Education Act, as amended (October 13 working session moved to October 6).

   Carried (2026-2027-01)

6. **Appointment of Board Internal Committee Membership**

Moved by S. MacPherson that the Board of Trustees confirm and appoint members to the Internal Committees for the 2026-2027 school year in accordance with Board Policy 8 – Board Committees.

Carried (2026-2027-02)

The Board internal committee members are:
Negotiating Committee – C. Warwick, M. Tkach and S. MacPherson
Discipline Committee – S. Battle, S. Walker, and H. Smith
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 – S. Battle and H. Smith (Alternate)
Indigenous Committee – D. Kurek and H. Smith (Alternate)
Audit Committee – S. MacPherson, S. Walker and C. Warwick

7. **Appointment of Representatives on External Committees**
Moved by C. Warwick that the Board of Trustees confirm and appoint representatives to serve on external committees and organizations for the 2026-2027 school year in accordance with Board Policy 8 – Board Committees.

Carried (2026-2027-03)

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 – D. Kurek and S. Battle (Alternate)

8. **Designation of Signing Authorities**
Moved by S. MacPherson that the Board of Trustees designate the Board Chair Holli Smith, Board Vice-chair Marsha Tkach, Superintendent Cam McKeage and Secretary-Treasurer Mark Nikota as the official signing authorities for Prairie Land Public School Division for the 2026-2027 school year, in accordance with the Education Act and Board Policy 11.

Carried (2026-2027-04)

9. **Parliamentary Procedure for Meetings**
The Board reaffirmed using Robert's Rules of Order as the official parliamentary procedure for conducting Board meetings for the 2026-2027 school year.

10. **Trustee Honorariums**
No motions made.

11. **Adjournment**
The organizational meeting was adjourned at 9:29 a.m.

Holli Smith
Board Chair

Mark Nikota
Secretary-Treasurer