

Minutes of the Regular Board of Trustees Meeting of
Grande Yellowhead Public School Division

Meeting Number 11

June 18, 2025 – 10:00 a.m.

Education Services Center, Edson, AB

<https://www.youtube.com/@grandeyellowheadpublicscho2377>

TRUSTEE ATTENDANCE:

M. Bobilek	Present
S. Caputo, Vice-Chair	Present
F. Fowler	Present
D. Karpluk, Chair	Present
J. Mines	Present
J. Pettitt	Present

ADMINISTRATION ATTENDANCE:

Dr. Parsons, Superintendent of Schools
K. Scobie, Assistant Superintendent
J. Lin, Secretary-Treasurer
C. Aschenmeier, Assistant Superintendent – Division Services and Supports
M. Auriat, Assistant Superintendent – Human Resources
C. Van Neck, Director of Transportation
N. Gilks, Director of Communications and Special Projects
L. Lee, Director of Information Technology
L. Liu, Director of Finance
A. Corser, Director of Inclusion
E. Wallace, Wellness Navigator Supervisor
C. Bostrom, BEST Program Supervisor
E. Bezzola, Behaviour Specialist
K. Brook, Senior Executive Assistant

CALL TO ORDER

Chair Karpluk called the meeting to order at 1017 hours.

NATIONAL ANTHEM

LAND ACKNOWLEDGEMENT

ANNOUNCEMENTS

- June is Pride Month
- June is National Indigenous History Month
- Congratulations to all our graduate across the Division
- Another congratulations Kandis Gilks, Jennifer Albrecht, and Heather Kennedy as they graduate from their Masters program today

- To all those retiring this year, thank you for your dedication and services to our students and their schools

CHANGES TO THE AGENDA

8.1.4 – Correspondence from Yellowhead County

2025-056

APPROVAL OF THE AGENDA

Trustee Bobilek moved that the Board approve the agenda, as ammended.

Carried Unanimously

2025-057

APPROVAL OF THE MINUTES

Trustee Karpluk moved that the Board approve the minutes of the Public Board Meeting of May 21, 2025.

Carried Unanimously

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATION / PRESENTATION

None.

SPOTLIGHT ON STUDENTS

None.

PUBLIC QUESTION PERIOD

None.

ACTION ITEMS

2025-058

2025/26 Schedule of Board Meeting Dates

Trustee Fowler moved that the Board approve the 2025/26 schedule of Public Board Meetings.

Carried Unanimously

2025-059

Repeal Former Election Bylaw

Trustee Caputo moved that the Board of Trustees repeal Bylaw 2021-05 regarding the opening times of polling stations.

Carried Unanimously

2025-060

General Election 2025

Trustee Mines moved that in relation to the General Election to be held on October 20, 2025, it is recommended that the Board of Trustees approve the following:

1. That the attached bylaw be approved at its first reading.
2. That the attached bylaw be approved at its second reading.
3. That the attached bylaw be approved for a third reading at this meeting.
4. That the attached bylaw be approved at its third reading.

Carried Unanimously

2025-061

First Reading of Bylaw 2025-05

Trustee Mines moved that the Board approve the first reading of Bylaw No. 2025-05, as follows:

**BYLAW NO. 2025-05
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

A Bylaw of the Grande Yellowhead Public School Division, in the Province of Alberta, relating to the opening of voting stations established for the General Election to be held on October 20, 2025

WHEREAS Section 46(2) of the Local Authorities Election Act RSA 2000, Chapter L-21 provides that an elected authority may, by a bylaw passed prior to June 30 of a year in which an election is to be held, provide that the polling stations open earlier than 10 a.m.;

AND WHEREAS Section 37(1) The returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area.

AND WHEREAS Section 73 of the Education Act SA 2012, Chapter E-0.3 provides for the procedures for general elections and are to be governed by the Education and the Local Authorities Election Act;

AND WHEREAS the Board of Trustees of the Grande Yellowhead Public School Division intends to open polling stations consistent with those Municipalities within the Division, in order to facilitate voting within in that municipality and consistent with the hours of voting Municipalities.

NOW THEREFORE the Board of Trustees of Grande Yellowhead Public School Division enacts the following:

- 1) The Board approves the opening of polling stations consistent with those Municipalities within the boundaries of Grande Yellowhead Public School Division on Election Day, October 20, 2025.

READ A FIRST TIME THIS 18TH DAY OF JUNE, 2025

Carried Unanimously

2025-062

Second Reading of Bylaw 2025-05

Trustee Mines moved that the Board approve the second reading of Bylaw No. 2025-05, as follows:

**BYLAW NO. 2025-05
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

the Board of Trustees of Grande Yellowhead Public School Division enacts the following:

- 1) The Board approves the opening of polling stations consistent with those Municipalities within the boundaries of Grande Yellowhead Public School Division on Election Day, October 20, 2025.

READ A SECOND TIME THIS 18TH DAY OF JUNE, 2025

Carried Unanimously

2025-063

Approve a Third Reading of Bylaw 2025-05

Trustee Bobilek moved that the Board of Trustees approve the third reading of Bylaw 2025-05 at this meeting.

Carried Unanimously

2025-064

Third Reading of Bylaw 2025-05

Trustee Caputo moved that the Board approve the third reading of Bylaw No. 2025-05, as follows:

**BYLAW NO. 2025-05
OF THE
GRANDE YELLOWHEAD PUBLIC SCHOOL DIVISION**

the Board of Trustees of Grande Yellowhead Public School Division enacts the following:

- 1) The Board approves the opening of polling stations consistent with those Municipalities within the boundaries of Grande Yellowhead Public School Division on Election Day, October 20, 2025.

READ A THIRD TIME THIS 18TH DAY OF JUNE, 2025

Carried Unanimously

2025-065

Joint Use Participation Agreement – Town of Edson

Trustee Fowler moved that the Board approve the proposed new Joint Use Participation Agreements between GYPSD and the Town of Edson.

Carried Unanimously

2025-066

Joint Use Participation Agreement – Town of Hinton

Trustee Fowler moved that the Board approve the proposed template and addendum changes to the Joint Use Agreements between GYPSD and the Town of Hinton.

Defeated Unanimously

2025-067

Joint Use Participation Agreement – Municipality of Jasper

Trustee Caputo moved that the board approve the proposed new Joint Use Participation Agreements between GYPSD and the Municipality of Jasper.

Carried Unanimously

2025-068

Update to Policy 08 – Committee of the Board

Trustee Bobilek moved that the Board of Trustees approve the update to Policy 08, *Committee of the Board*.

Carried Unanimously

2025-069

Update to Policy 16 – Recruitment and Personnel Selection

Trustee Bobilek moved that the Board of Trustees approve the update to Policy 16, *Recruitment and Personnel Selection*.

Carried Unanimously

2025-070

Letter of Support for Friends of Pembina Learning Society Re: Playground Grant Applications

Trustee Caputo moved that the Board of Trustees for Grande Yellowhead Public School Division (GYPSD) directs administration to forward a letter by the board in supporting funding applications by the Friends of Pembina Learning Society in the development of an elementary playground at Grand Trunk School in Evansburg.

Carried Unanimously

BOARD CHAIR REPORT

Chair Karpluk Shared:

- Highlights of ASBA, PSBAA, & Rural Caucus
- Invitation from MLA Getson – Town Hall Meeting, June 19th, 2025
- Election Trustee Video
- Yellowhead County Correspondence

SUPERINTENDENT'S REPORT

Assistant Superintendent Scobie reported on all the activities he has been leading since the last Public Board meeting on May 21, 2025.

The Public Board Meeting recessed at 1111 hours.

The Public Board Meeting reconvened at 1123 hours.

ADMINISTRATION REPORTS

Division Operations: Department Updates

The Board received a presentation from all department heads on the work that was carried out since the last Public Board Meeting on May 21, 2025.

Third Quarter Financial Update

The Board received the Third Quarter Financial Update, as information.

Division Health and Wellness Supports and Initiatives Year-End Report

The Board received a summary outlining the Division's focused work on developing and sustaining positive mental health and wellness for

students and staff across Grande Yellowhead Public School Division during the 2024/25 school year, as information.

The Public Board Meeting recessed at 1232 hours.

The Public Board Meeting reconvened at 1319 hours.

Third Quarter Financial Update Continuation

The Board received additional information regarding the Third Quarter Financial Update.

Required Instructional Minutes: 2025/2026

The Board received a report on Required Instructional Time for the 2025/2026 school year, as information.

Professional Growth Committees

The Board received a report on Professional Growth Committees, as information.

Transportation Fees

The Board received a report on Transportation Fees, as information.

Charter Expenses Report 2024-2025

The Board received a report on Charter Expenses per zone for the 2024-2025 school year from Transportation services, as information.

TRUSTEE REPORTS

Connections to Board Governance Work Plan Calendar

No Report.

Board Policy Committee

The Policy Committee met on June 17th and will have a few policies to bring forward at the August Board Meeting.

Recognition of Employees Committee

The Recognition of Employees Committee shared with the Trustees that there are 14 retirees this year and 13 are eligible to receive the gift from the Board.

Board Planning Seminar Committee

The Board Planning Seminar Committee will be meeting on June 24th for the Board Evaluation and Planning.

Board Negotiations Committee

The Board will need to go into Closed Session to discuss.

Board Finance Committee

The Board will need to go into Closed Session to discuss.

Board Representatives

- **PSBAA – Work Plan Update**

- The Board would like to express their appreciation for their relationship with PSBAA. Trustee Fowler has shared a chart regarding fees with all Trustees.

- **ASBA Zone 2/3**

- The final meeting is Friday, June 20th

FUTURE BUSINESS

Meeting Dates

Board – Open to Public

August 27, 2025 Public Board Meeting (10:00 a.m.)

Committees – Closed to Public

August 27, 2025 Committee of the Whole Meeting (9:00 a.m.)

Notice of Motion

None.

Future Agenda Items

Trustee Caputo requested to look at 2024/2025 advocacy items.

2025-071

Closed Session

Trustee Mines moved that the Board go into closed session at 1414 hours.

Carried Unanimously

2025-072

Out of Closed Session

Trustee Fowler moved that the Board come out of closed session at 1513 hours.

Carried Unanimously

2025-073

P-Card Details

Trustee Mines moved that the Board of Trustees approve a recommendation from the Finance Committee that P-Cards will have sufficient details including the receipt, detailed description of expenses, and delivery site if not the place of business.

Carried Unanimously

2025-074

Central Leadership Contracts

Trustee Mines moved that the Board of Trustees approve a recommendation from the Finance Committee, that the Board will receive information annually on contracts and/or payouts, including Central Leadership and Consultants.

Carried Unanimously

2025-075


ADJOURNMENT

Trustee Caputo moved for adjournment at 1518 hours.

Carried Unanimously


Dale Karpluk


Jun Lin

X 
Dale Karpluk (Aug 21, 2025 11:14:31 MDT)

Dale Karpluk
Board Chair

X 

Jun Lin
Secretary-Treasurer