

Organizational Meeting of the Board of Trustees

MINUTES

Tuesday, October 21, 2025
1:00 PM
Central Office - High Prairie, AB

Present: Joy McGregor, Chair
Tammy Henkel, Vice-Chair
Karin Scholl, Trustee
Lynn Skrepnek, Trustee
Lorrie Shelp, Trustee
Steven Adams
Michael Strebchuk

Staff Present: Murray Marran, Superintendent
Pam Heckbert, Assistant Superintendent
Darla Stout, Director of Finance
Sandra Cairns, Director of Corporate Services
Kyle Nichols, Director of Communications
Richa Sherman-Peters, Executive Assistant

1. Call to Order and Opening Remarks

The Superintendent called the meeting to order at 1:37 p.m. and acknowledged the ancestral land on which we are meeting.

2. Oath of Office

Trustees were sworn in during a separate public ceremony, also broadcast on YouTube, prior to the start of the organizational meeting.

Karin Scholl was sworn in as Trustee for Ward 1 of The High Prairie School Division.

Lynn Skrepnek was sworn in as Trustee for Ward 1 of The High Prairie School Division.

Tammy Henkel was sworn in as Trustee for Ward 2 of The High Prairie School Division.

Michael Strebchuk was sworn in as Trustee for Ward 2 of The High Prairie School Division.

Lorraine Shelp was sworn in as Trustee for Ward 3 of The High Prairie School Division.

Joy McGregor was sworn in as Trustee for Ward 4 of The High Prairie School Division.

Steven Adams was sworn in as Trustee for Ward 4 of The High Prairie School Division.

3. Election of Chair

The Superintendent called for nominations for the position of Chair of the Board. First call: Karin Scholl nominated Joy McGregor who accepted. The Superintendent called a second time for further nominations. The Superintendent called a third and final time for further nominations.

Resolution OG20251021.1001

Moved By: Steven Adams

To cease nominations for the position of Chair of the Board.

Carried

The Board elected Joy McGregor as Chair by acclamation.

Three handwritten signatures in blue ink are visible at the bottom right of the page. The first signature is the most prominent and appears to be "Joy McGregor". The second and third signatures are less legible but appear to be "Karin Scholl" and "Lynn Skrepnek" respectively.

4. Election of Vice-Chair

The Chair called for nominations for the position of Vice-Chair of the Board. First call: Lorrie Shelp nominated Tammy Henkel who accepted. The Chair called a second time for further nominations. Second call: Lynn Skrepnek nominated Karin Scholl who accepted. The Chair called a third and final time for further nominations.

Resolution OG20251021.1002

Moved By: Steven Adams

To cease nominations for the position of Vice-Chair.

Carried

Secret ballot result: Karin Scholl elected as Vice - Chair

Resolution OG20251021.1003

Moved By: Michael Strebchuk

To destroy the secret ballots for the election of Vice-Chair.

Carried

5. Signing Authorities - General Account

Resolution OG20251021.1004

Moved By: Steven Adams

That the signing authorities for the General Account be: one of Trustee Henkel or Trustee Strebchuk and one of the Superintendent or Director of Corporate Services or Director of Finance.

Carried

6. Signing Authorities - Payroll Liability

Resolution OG20251021.1005

Moved By: Lynn Skrepnek

That the signing authority for the Payroll Liability Cheques be: one of the Superintendent or Director of Corporate Services or Director of Finance.

Carried

7. Review of Board Policy 7 - Board Operations

Resolution OG20251021.1006

Moved By: Tammy Henkel

To reaffirm Board Policy 7 - Board Operations and its Appendices as High Prairie School Division policy, as presented.

Carried

8. Review of Board Policy 8 - Committees of the Board

Resolution OG20251021.1007

Moved By: Lynn Skrepnek

To reaffirm Board Policy 8 - Committees of the Board and its Appendix as High Prairie School Division policy, as presented.

Carried

9. Committees

Trustees put their names forward to represent the Board on various committees.

Resolution OG20251021.1008

Moved By: Lorrie Shelp

That appointment to Standing Committees of the Board be set as follows:

INTERNAL			
1. Board/Bus Drivers' Liaison Committee		2. Fiduciary Review Committee	
Recommended	Current Membership	Recommended	Current Membership
Two trustees	Lorrie Shelp	All trustees	Committee of the Whole
	Michael Strebchuk	Superintendent	Murray Marran
One alternate	Tammy Henkel	Director of Finance	Darla Stout
Superintendent	Murray Marran		
Director of Corporate Services	Sandra Cairns		
Director of Transportation	Sheldon Bossert		
3. Bus Drivers' Salary Negotiations & Interpretation Committee		4. Governance & Priorities Committee	
Recommended	Current Membership	Recommended	Current Membership
Two trustees	Karin Scholl	All trustees	Committee of the Whole
	Michael Strebchuk	Board Vice-Chair to chair	Karin Scholl
One alternate	Lorrie Shelp	Superintendent	Murray Marran
Superintendent	Murray Marran		
Director of Finance	Darla Stout		
Director of Corporate Services	Sandra Cairns		
5. Pupil Personnel Committee		6. Teachers' Salary Negotiations & Interpretation Committee	
Recommended	Current Membership	Recommended	Current Membership
One trustee (Minimum)	One trustee (Minimum)	Two trustees	Tammy Henkel
Superintendent or Designate	Murray Marran		Steven Adams
		One alternate	Karin Scholl
		Superintendent	Murray Marran
		Director of Finance	Darla Stout
		Director of Corporate Services	Sandra Cairns
7. Advocacy Committee		8. Recognition of Employees Committee	
Recommended	Current Membership	Recommended	Current Membership
Two trustees	Lynn Skepnek	Two trustees	Lorrie Shelp
	Karin Scholl		Tammy Henkel
One alternate	Steven Adams	One alternate	Karin Scholl
Superintendent or Designate	Murray Marran		
Director of Communications	Kyle Nichols		
9. Council of School Councils Committee			
Recommended	Current Membership		
Board Chair or Designate	Joy McGregor		
Superintendent or Designate	Murray Marran		
Please note: As per Board Policy 5 (11): The Board Chair shall be an ex officio member, with voting privileges, to all committees appointed by the Board.			

EXTERNAL

10. Representative: Zone 1, ASBA

Recommended	Current Membership
One trustee	Karin Scholl
One alternate	Lorrie Shelp

11. PSBA: Council Representation

Recommended	Current Membership
One trustee	Lorrie Shelp
One alternate	Karin Scholl

12. Rural Caucus

Recommended	Current Membership
One trustee	Tammy Henkel
One alternate	Michael Strebchuk

13. Teachers' Employer Bargaining Association (TEBA)

Recommended	Current Membership
One trustee	Tammy Henkel

COMMUNITY

14. Community Assurance Committee

Recommended	Current Membership
One trustee for each ward	One trustee for each ward
Superintendent	Murray Marran
Director of Finance	Darla Stout
Director of Corporate Services	Sandra Cairns

15. Slave Lake Joint Use Committee

Recommended	Current Membership
Ward 4 Trustees	Joy McGregor
	Steven Adams
Superintendent or Designate(s)	Murray Marran
School Personnel (advisory)	Slave Lake Principals

16. High Prairie Joint Use Committee

Recommended	Current Membership
Ward 2 Trustees	Tammy Henkel
	Michael Strebchuk
Superintendent or Designate(s)	Murray Marran
School Personnel (advisory)	High Prairie Principals

17. Kinuso School/Municipal Library Joint Use

Recommended	Current Membership
Ward 3 Trustee(s)	Lorrie Shelp
Superintendent or Designate(s)	Murray Marran
School Personnel (advisory)	Kinuso Principal

18. Chamber of Commerce Committee

Recommended	Current Membership
One Trustee from the ward	Karin Scholl (Smoky River)
(for each Chamber)	Tammy Henkel (High Prairie)
	Joy McGregor (Slave Lake)

Please note: As per Board Policy 5 (11): The Board Chair shall be an ex officio member, with voting privileges, to all committees appointed by the Board.

Carried



10. Meetings

Resolution OG20251021.1009

Moved By: Steven Adams

That the Board establish its regular meeting dates and times for 2025-2026 in accordance with Policy 7 and that the meetings be held at the High Prairie School Division Learning Support Center in High Prairie, every 3rd Tuesday, with the alternate date of meetings being the 4th Tuesday of the month, as follows:

Date	Time
November 25, 2025	1:00 p.m. - 7:00 p.m.
December 16, 2025	1:00 p.m. - 7:00 p.m.
January 20, 2026	1:00 p.m. - 7:00 p.m.
February 17, 2026	1:00 p.m. - 7:00 p.m.
March 24, 2026	1:00 p.m. - 7:00 p.m.
April 21, 2026	1:00 p.m. - 7:00 p.m.
May 19, 2026	1:00 p.m. - 7:00 p.m.
June 16, 2026 (Organizational)	10:00 a.m. - 12:00 p.m.
June 16, 2026 (Regular)	1:00 p.m. - 7:00 p.m.

Carried

11. Delegation of Authority to the Pupil Personnel Committee

Resolution OG20251021.1010

Moved By: Tammy Henkel

That the Board delegate authority to the Pupil Personnel Committee to expel students from its schools - this authority is for the period of time until its next Organizational Meeting.

Carried

12. Employee Recognition Banquet Date

Resolution OG20251021.1011

Moved By: Karin Scholl

To set the date of the Employee Recognition Banquet for May 22, 2026, at a location to be determined by the Employee Recognition Committee.

Carried

13. School Reports to the Board

The Board discussed School Reports to the Board.

Resolution OG20251021.1012

Moved By: Steven Adams

To set the dates for the School Reports to the Board as follows:

- December 1, 2025 - ERS, GPV, HPE
- December 2, 2025 - EWP/PVO, PRS, JOU
- December 8, 2025 - KIN, RMS/LSO
- December 9, 2025 - CJS, EGW

Carried

14. Board Dates

Resolution OG20251021.1013

Moved By: Lorrie Shelp

To approve the Board Dates for 2025-2026 as presented.

Carried

14.1 Upcoming Event - Rural Caucus FGM

15. Appointment of Auditor

The Board discussed the appointment of an auditor.

Resolution OG20251021.1014

Moved By: Karin Scholl

That MNP LLP be appointed as The High Prairie School Division auditor for the fiscal year ending August 31, 2026.

Carried

16. Review Disclosure of Information Form

The Disclosure of Information Form was completed by each Trustee and collected by the Director of Corporate Services.

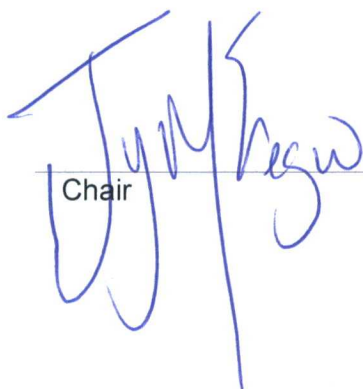
17. Adjournment

Resolution OG20251021.1015

Moved By: Steven Adams

That there being no further business, the meeting adjourn at 4:28 p.m.

Carried


Chair


Director of Corporate Services


Superintendent