



Regular Meeting of the Board of Trustees

MINUTES

**Tuesday, December 16, 2025
2:00 PM**

HPSD Learning Support Centre - High Prairie, AB

Present:

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

Staff Present:

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

1. Division Vision Statement & Values and Board Priorities

2. Call to Order

The Closed Session of the agenda took place at 1:01 p.m. and ended at 2:12 p.m. prior to the Call to Order of the Open session. There were 3 additions to the Closed session.

The following items were reviewed under Closed: Trustee Upcoming Meetings & Accommodations, Finance Documents, Committee of the Whole, Suspension List, Action List, and Retirements, Resignations, Appointments & Transfers.

The YouTube live stream began at 2:15 p.m.

The meeting was called to order at 2:15 p.m.

3. Opening Remarks

Chair, Joy McGregor, acknowledged the ancestral land on which we are meeting.

4. Adoption of Agenda

Added 8.3 Communication - Trustee Adams

Resolution BDO20251216.1001

Moved By: Steven Adams

That the agenda be accepted as amended.

Carried

5. Adoption of Previous Minutes

Resolution BDO20251216.1002

Moved By: Michael Strebchuk

That the minutes of the Regular Meeting of the Board of Trustees held November 25, 2025, be adopted as presented.

Carried

A handwritten signature in blue ink, appearing to read "Joy McGregor". It is placed over a blue horizontal line.

6. Delegations / Presentations

6.1 District Principal of Collegiate Planning & Special Projects, Brennan McDonald - Administrative Procedure 221 Standards for the Selection, Availability, and Access to Controversial Materials

Brennan McDonald presented the newly developed Administrative Procedure 221 for compliance with Ministerial Order #034/2025.

Brennan McDonald exited at 2:32 p.m. following his presentation and after answering questions from Trustees.

7. Points to Celebrate

Director of Communications, Kyle Nichols, presented Points to Celebrate.

8. Trustee/Administration Question/Answer Period

8.1 2026-2027 School Year Calendar Survey

8.2 GPV Modernization Update

8.3 Communication

Trustee Adams suggested adding additional communications with municipalities during emergent circumstances.

9. Action Items

9.1 ACTION: Annual Education Results Report

Resolution BDO20251216.1003

Moved By: Tammy Henkel

To accept the Annual Education Results Report as presented by the High Prairie School Division.

Carried

9.2 ACTION: Capital Purchase of Shop Equipment for RMSS

Resolution BDO20251216.1004

Moved By: Lynn Skrepnek

That the Board has reviewed the cost and justification and has approved the capital purchase of shop equipment for RMSS up to \$15,000.00.

Carried

10. Reports

10.1 Superintendent's Report

Resolution BDO20251216.1005

Moved By: Michael Strebchuk

To receive the Superintendent's Report as information.

Carried

10.2 Finance Reports

Director of Finance, Darla Stout presented the financial information during the Closed Session in adherence of the Protection of Privacy (POP) Act.

Resolution BDO20251216.1006

Moved By: Lorrie Shelp

To approve the Accounts Payable, Accounts Receivable, Cheque/EFT Register, School Generated Funds, VISA and Budget reports as presented in the Closed session.

Carried



10.3 Trustee Reports

Trustee Henkel paid her respects for the loss of Terry Gunderson.

10.4 Standing Committee Reports

11. Information

11.1 Correspondence

The following correspondence was received as information:

11.1.1 Request for a Joint Meeting from Holy Family Catholic School Board

The Board would like to meet with Holy Family Catholic School Division and would like to schedule for May.

Superintendent Marran to schedule.

11.1.2 Letter from Buffalo Trail Public Schools to Deputy Minister of Education and Childcare

11.1.3 Letter from Grande Prairie Public School Division to Minister of Municipal Affairs

11.1.4 Letter from Medicine Hat Catholic Board of Education to ABSA

11.1.5 Letter from Aspen View Public Schools to Alberta Electoral Boundaries Commission

11.1.6 PSBAA - The Advocate November 28, 2025

11.2 Next Regular Board Meeting

The next Regular Meeting of the Board of Trustees is scheduled for January 20, 2026 beginning at 1:00 p.m. with the Closed session.

12. Adjournment

Resolution BDO20251216.1007

Moved By: Karin Scholl

That there being no further business, the meeting adjourn at 3:17 p.m.

Carried

The YouTube live stream ended at 3:17 p.m.

Chair

Director of Corporate Services

Superintendent