



**APPROVED MINUTES OF THE BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
HELD RVS EDUCATION CENTRE  
2651 CHINOOK WINDS DR. SW  
AIRDRIE, ALBERTA**

**THURSDAY, JUNE 19, 2025**

**TRUSTEES PRESENT:**

Chair, Ward 6	Fiona Gilbert
Vice-chair, Ward 5	Judi Hunter
Ward 1	Shali Baziuk
Ward 2	Shelley Kinley
Ward 3	Fred Burley
Ward 3	Melyssa Bowen
Ward 3	Todd Brand
Ward 4	Norma Lang, <i>absent attending TEBA</i>

**ADMINISTRATION PRESENT:**

Superintendent of Schools	Greg Luterbach
Superintendent Designate	Ryan Reed
Associate Superintendent of Business and Operations	Mike Guindon
Director of Communications and Engagement	Tara de Weerd

**RECORDER:**

Executive Assistant Ashley Maroukian

**CALL TO ORDER:**

Chair Fiona Gilbert called the meeting to order at 9:31 a.m.

**REGULAR BOARD MEETING AGENDA**

**#1555-2025 MOTION BY CONSENT:**

The Board of Trustees approves the June 19, 2025, Regular Board meeting agenda as presented.

**#1556-2025 MOTION TO AMEND AGENDA BY TRUSTEE MELYSSA BOWEN:**

To amend the agenda to remove item 10b and postpone to the fall.

**DEFEATED**

**#1555-2025 MOTION BY CONSENT:**

The Board of Trustees approves the June 19, 2025, Regular Board meeting agenda as presented.

**CARRIED**

**IN CAMERA**

**#1557-2025 MOTION BY TRUSTEE SHALI BAZIUK:**

The Board of Trustees moves into an in-camera meeting at 9:39a.m.

**CARRIED**

  
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## **OUT OF IN CAMERA**

### **#1558-2025 MOTION BY CONSENT:**

The Board of Trustees moves out of an in-camera meeting at 10:00 a.m.

**CARRIED**

Chair Fiona Gilbert recessed the meeting at 10:00 a.m.

Chair Fiona Gilbert reconvened the meeting at 10:07 a.m.

Trustee Judi Hunter read the RVS Land Acknowledgement Statement.

## **ITEMS FROM IN CAMERA:**

### **CONTRACT AMENDMENTS**

#### **#1559-2025 MOTION BY TRUSTEE SHALI BAZIUK:**

The Board of Trustees approves the contract amendments for Greg Luterbach and Ryan Reed as presented.

**CARRIED**

### **BOARD EVALUATION REPORT**

#### **#1560-2025 MOTION BY TRUSTEE FIONA GILBERT:**

The Board of Trustees approves the Board self-evaluation report as developed at the self-evaluation workshop of June 12, 2025, and that the Board Chair be authorized to monitor the suggestions agreed to and bring items forward for Board Consideration as deemed appropriate.

**CARRIED**

## **MINUTES OF THE BOARD MEETING**

### **#1561-2025 MOTION BY CONSENT:**

The Board of Trustees approves the minutes of the June 5, 2025, Regular Board meeting as circulated.

**CARRIED**

## **EXEMPLARY PRACTICE: NORTHCOTT PRAIRIE SCHOOL – ENERGY FUTURES AND INNOVATIONS**

**Teachers:** Makayla Widmer

**Presenters:** Aaleyah Kolawole (Grade 6), Jace Krueger (Grade 6), Ainslee Mikkelsen (Grade 6), Easton Nadeau (Grade 6), Olivia Vincent (Grade 6)

Near the end of the 2023/24 school year, Northcott Prairie School received an A+ Energy Grant which has allowed the school's Grade 6 team to create learning activities. This school year, the school has put those funds to use by weaving together STEAM education, cross-curricular integration and Indigenous Ways of Knowing to create a rich, meaningful and inclusive learning experience focused on energy topics.

Thanks to this grant, students engaged in hands-on, play-based inquiry which fostered creativity and critical thinking while exploring real-world applications of science, technology, engineering, the arts and mathematics. These included a hands-on Energy Day, classroom learning and an art project that

  
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created a vision for the future of energy use. After an overview by Northcott Prairie Teacher, Makayla Widmer, Grade 6 students will highlight what they learned through this project. Through this A+ Energy Grant, Northcott Prairie has created meaningful and relevant learning that keeps students engaged. Students are demonstrating strong abilities in critical thinking, communication, problem solving, collaboration, managing information, cultural and global citizenship, creativity and innovation. These are outcomes of RVS' Education Plan.

Chair Fiona Gilbert recessed the meeting at 10:34 a.m.

Chair Fiona Gilbert reconvened the meeting at 10:48 a.m.

Director of Operations Tod Tjoris joined the meeting at 10:48 a.m.

## **SUPERINTENDENT REPORT**

### **INFRASTRUCTURE MAINTENANCE AND RENEWAL (IMR) AND CAPITAL MAINTENANCE AND RENEWAL (CMR) PROJECT INTENTIONS FOR 2025/26:**

The Board of Trustees acknowledges receipt of the Infrastructure Maintenance and Renewal (IMR) and Capital Maintenance and Renewal (CMR) Project Intentions for 2025/26 as presented.

Director of Operations Tod Tjoris left the meeting at 11:06 a.m.

Financial Consultant Ryan Stierman joined the meeting at 11:06 a.m.

### **Q3 FINANCIAL UPDATE:**

The Board of Trustees acknowledges receipt of the Q3 Financial Update as presented.

Trustee Todd Brand left the board meeting at 11:34 a.m.

Financial Consultant Ryan Stierman left the meeting at 11:36 a.m.

Trustee Todd Brand joined the meeting at 11:37 a.m.

### **ADMINISTRATIVE PROCEDURE UPDATE:**

The Board of Trustees acknowledges receipt of the Administrative Procedures Update as presented.

### **DELEGATION OF TENDER AWARDS:**

#### **#1562-2025 MOTION BY TRUSTEE TODD BRAND:**

The Board of Trustees delegates the power to award construction contracts, related to modular classrooms, facility improvements, IMR and CMR projects, during the period of June 20, 2025, to September 1, 2025, to the Superintendent of Schools.

**CARRIED**

### **AMENDMENT OF TERMS OF REFERENCE OF APPEALS COMMITTEE:**

#### **#1563-2025 MOTION BY TRUSTEE JUDI HUNTER:**

The Board of Trustees approves the proposed terms of reference for the Appeals Committee as presented.

**CARRIED**

### **BILLS 27, 29 & 51 UPDATE:**

The Board of Trustees acknowledges receipt of the Bills 27, 29 and 51 Updates as presented.

  
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## **CHAIR REPORT/CORRESPONDENCE**

On June 13, ASBA hosted a Board Chairs and Superintendents engagement with the Minister of Education and Child Care and Ministry Staff. The meeting provided school boards with an opportunity to share feedback directly with the government on the next steps for potential provincial policy related to the selection and availability of age-appropriate materials in school libraries.

On June 17, Chair Gilbert and Superintendent Luterbach represented the division at the RVATA Local 35 retirement celebration for their retiring members. There are 21 RVS teachers and administrators retiring this year. The Board is grateful for their dedicated service and wishes them all the best.

Today marks the last Board meeting of the 2024/2025 school year. As the school year draws to a close, the Board of Trustees extends our heartfelt gratitude and appreciation to each member of the amazing RVS team for the dedication, support and care that they show our students and each other. We wish everyone a safe, restful and enjoyable summer.

The Board of Trustees expresses our deep appreciation to Superintendent Greg Luterbach as he attends his final public board meeting with Rocky View Schools. Thank you for your outstanding service to RVS, the Board, and our communities. You've shaped a legacy of care, conviction and kindness that will continue to ripple through the lives of RVS students, staff, schools, and communities for years to come. We wish you all the very best in your next chapter.

Chair Fiona Gilbert recessed the meeting at 12:28 p.m.  
Chair Fiona Gilbert reconvened the meeting at 1:03 p.m.

## **BOARD COMMITTEE REPORTS**

### **POLICY COMMITTEE REPORT FROM TODD BRAND:**

The Policy Committee is bringing forward a motion for the Board's consideration.

#### **#1564-2025 MOTION BY TRUSTEE TODD BRAND:**

The Board of Trustees approves the proposed Policy 5 Role of the Board Chair as presented.

**CARRIED**

### **POLICY COMMITTEE REPORT FROM TODD BRAND:**

The Policy Committee is bringing forward a motion for the Board's consideration.

#### **#1565-2025 MOTION BY TRUSTEE TODD BRAND:**

The Board of Trustees approves the proposed Policy 6 Role of the Vice Chair as presented.

**CARRIED**

Superintendent Designate Ryan Reed joined the meeting at 1:13pm

### **BOARD PLANNING COMMITTEE REPORT FROM TRUSTEE JUDI HUNTER:**

The Board Planning Committee is bringing forward a motion for the Board's consideration.

#### **#1566-2025 MOTION BY TRUSTEE JUDI HUNTER:**

The Board of Trustees approves the following changes to Board Committees and Representative Appointments effective Oct. 21, 2025, and directs the Superintendent to make

  
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all necessary revisions to Board policies, committee terms of reference, and administrative procedures to reflect these changes:

- Amend the ASBA Committee terms of reference to reflect the appointment of one trustee as the Board's representative to ASBA Zone 5.
- Rename Audit Committee to Audit and Risk Committee.
- Dissolve the Indigenous Advisory Circle as a standing committee and appoint two trustees as representatives on an Administration led circle.
- Dissolve the Student Transportation Committee and incorporate governance related student transportation matters into the Board's annual workplan.
- Remove trustees from the inclement weather school closure decision-making process, with the expectation that trustees are kept informed of decisions made by administration.
- Remove trustees from the Rocky View County Joint Use and Planning Agreement working group.

**#1567-2025 AMENDMENT TO MOTION 1566-2025 BY SHALI BAZIUK:**

Amend bullet three and strike out "administration" and replace with "Indigenous Learning Branch".

**CARRIED**

**#1568-2025 MOTION BY TRUSTEE JUDI HUNTER:**

The Board of Trustees approves the following changes to Board Committees and Representative Appointments effective Oct. 21, 2025, and directs the Superintendent to make all necessary revisions to Board policies, committee terms of reference, and administrative procedures to reflect these changes:

- Amend the ASBA Committee terms of reference to reflect the appointment of one trustee as the Board's representative to ASBA Zone 5.
- Rename Audit Committee to Audit and Risk Committee.
- Dissolve the Indigenous Advisory Circle as a standing committee and appoint two trustees as representatives on an Indigenous Learning Branch led Circle.
- Dissolve the Student Transportation Committee and incorporate governance related student transportation matters into the Board's annual workplan.
- Remove trustees from the inclement weather school closure decision-making process, with the expectation that trustees are kept informed of decisions made by administration.
- Remove trustees from the Rocky View County Joint Use and Planning Agreement working group.

Trustee Melyssa Bowen requested a recorded vote.

In Favour

Judi Hunter  
Todd Brand  
Shali Baziuk  
Fiona Gilbert

Opposed

Fred Burley  
Shelley Kinley  
Melyssa Bowen

**CARRIED**

  
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## **TRUSTEE REPORTS** (submitted in writing)

### **Shelley Kinley, Ward Two Trustee:**

Verbal Update: Spoke with Principal Fenton at Horseshoe Crossing and he advised that the Turf Field is complete.

June 5            Attended Regular Board and Planning Meeting  
June 6            Attended Zone 5 ASBA Meeting (zoom)  
June 10           Attended ASBA Committee Meeting and School Councils Committee Meeting  
June 10           Attended Murray Besenski Farewell  
June 10           Attended and present at Langdon Quarterly District Chamber of Commerce Meeting  
June 12           Attended Board Evaluation Workshop and Board Lunch  
June 13           Attended and present at Sarah Thompson School Grade 5 Farewell  
June 15           Attended Indus Recreation Centre Expansion Committee Celebration  
June 16           Attended and present at Sarah Thompson Parent Council  
June 16           Attended and present at Indus School Parent Council  
June 18           Attended Policy Committee Meeting

### **Norma Lang, Ward Four Trustee:**

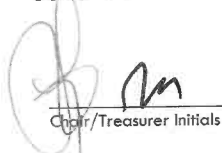
June 5            Attended the Board and Board planning committee meeting  
June 5            Attended a TEBA Board of Directors meeting  
June 9            Participated in an ASEBP committee meeting – Audit  
June 10           Participated in a school councils committee meeting  
June 10           Delivered a board message for Murray B's retirement event  
June 10           Participated in a Crossfield and Airdrie Chambers meeting  
June 11           Attended a Kathryn School Council meeting  
June 11           Attended a volunteer appreciation event at CES  
June 12           Participated in the superintendent and board evaluations  
June 12           Attended a TEBA 61 meeting  
June 17           Chaired an LRC committee meeting  
June 18-20       Participated in TEBA central table negotiations

### **Judi Hunter, Ward Five Trustee:**

June 5            Participated in Board Meeting  
June 6            Attended Zone 5 ASBA meeting  
June 9            Participated in Agenda planning  
June 10           Participated in ASBA committee meeting  
June 11           Attending Building Futures Celebration  
June 12           Participated in Board Evaluation  
June 12           Attended Westbrook School Council  
June 13           Participated in TPLC meeting  
June 13           Spoke at Banded Peak School Grade 8 Farewell  
June 16           Chaired Audit committee meeting  
June 18           Participated in Springbank High School Council meeting  
June 18           Spoke at Springbank Middle School Grade 8 Farewell

### **Fiona Gilbert, Ward Six Trustee:**

June 5            Chaired Board meeting  
June 5            Participated in Board Planning Committee  
June 9            Participated in Agenda Planning  
June 10           Attended retirement celebration for Murray Besenski  
June 11           Attended Building Futures – Cochrane Celebration of Learning

  
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June 11      Attended Glenbow School Council  
June 12      Participated in Board Evaluation Workshop  
June 12      Attended CCA School Council  
June 13      Participated in ABEd Engagement re Library Materials  
June 17      Participated in Labour Relations Committee  
June 17      Attended and shared greetings at RVATA35 Retirement Celebration  
June 18      Attended Policy Committee

### **NOTICE OF MOTION**

There was no notice of motion to report.

### **ADJOURNMENT**

Chair Fiona Gilbert adjourned the Regular Board Meeting at 2:01 p.m.

Chair

Secretary-Treasurer

  
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