



Board Meeting Minutes August 21, 2025

VISION - Westwind School Division will be a collaborative community of engaged learners that inspires all students to realize their full and complete potential

MISSION - The mission of Westwind School Division is to foster engaging and student-centred learning environments that will inspire each student to strive for personal excellence and allow all learners to thrive.

VALUES

- **Continual Learning** - We provide high-quality learning opportunities for all and will continuously collaborate to empower, challenge, and inspire every student and employee to be a successful and continual learner.
- **Excellence** - We desire and constantly pursue excellence and hold high expectations for students, staff, and ourselves. We establish and communicate high student expectations regarding academics, attendance, achievement, behaviour, citizenship, and extracurriculars.
- **Relationships** - We prioritize and foster strong, respectful relationships in the communities we serve and continually seek to strengthen those relationships by demonstrating integrity, respect, trustworthiness, collaboration, and transparency in everything we do.
- **Empathy** - We teach and model empathy in our schools and continuously strive to build safe, caring, and inclusive learning environments that foster kindness and compassion.

TERRITORIAL LAND ACKNOWLEDGMENT - We respectfully acknowledge that this event is taking place on the traditional territory of the Blackfoot Confederacy in Southern Alberta

-
- Board Chair Jim Ralph called the meeting to order at 9:02 a.m.

Trustees Present

- Doug Smith
- Josh Smith
- Jim Ralph
- Tami Tolley
- Ross Blackmer
- Anna-Joyce Frank
- Rod Wendorff
- Jessica Payne

Others Present

- Darren Mazutinec - Superintendent
- Peter Wright - Secretary-Treasurer
- Pam Boyson - Executive Assistant
- Genevieve Boyd - Communications Officer

- Rod Wendorff offered the prayer.

- Approval of Agenda

Motion 2025 - 52 Moved by Anna-Joyce Frank to approve the agenda as presented.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

- Approval of Board Meeting Minutes
 - May 29, 2025

Motion 2025 - 53 Moved by Tami Tolley to approve the minutes as presented.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

- Public input, 3 minutes per person to a maximum of 15 minutes

Aug 25 - PD Teachers, sessions available	Sept 2 - First day for students
Aug 26 - Welcome Back day with PD at CHS, Teachers	Sept 11 - Board Mtg
Aug 27 - PD Teachers, sessions available	Sept 17 - ASBA Zone 6
Aug 28 - School-based PD, all staff	Sept 29 - School-Based PD
Aug 29 - School-Based PD, Teachers, Librarians, Admin Assnts	September 30 - TRC Day - non-instructional day

- Reports
 - Superintendent Report - Mr. Darren Mazutinec
 - i. Month in Review
 - Secretary-Treasurer - Mr. Peter Wright

- i. Month in Review
 - o Communications Report - Ms. Genevieve Boyd
 - i. Month in Review
- **Committees**
 - o Management Committee
 - o Student Engagement Committee
 - o Board ATA Liaison Committee
 - o ASBA Zone 6
- **Trustee PD Reports**
- **Policies & Procedures**

Motion 2025 - 54 Moved by Jessica Payne to approve proposed changes to the following Policies as discussed,

- *Board Policy 2 - Role of the Board*
- *Board Policy 4 - Trustee Code of Conduct*
- *Board Policy 15 - School Closure*
- *Board Policy 19 - Welcoming, Caring, Respectful, and Safe Learning Environment*

Those who voted in favor:

Doug Smith
 Josh Smith
 Jim Ralph
 Tami Tolley
 Ross Blackmer
 Anna-Joyce Frank
 Rod Wendorff
 Jessica Payne

Motion carried.

- Policy 2: Role of the Board
- Policy 4: Trustee Code of Conduct
- Policy 4: Appendix B: Trustee Communications Protocol
- Policy 15: School Closure
- (NEW) Policy 19: Welcoming, Caring, Respectful and Safe Learning Environment
 - (CURRENT) Policy 19: Welcoming, Safe, Caring & Respectful Schools
- AP 166 Emergency Health Issues Response
- AP 206 Gender Identity
- AP 231 At-Home-Learning
- AP 307 Student Information System (SIS)

- AP 320 Student Records
- AP 250 Library Service
- AP 251 Library Materials
- AP 252 Request to Review Controversial Resource Materials
- AP 262 Extra Curricular Athletics (ASBA DRAFT)
- AP 310 Supervision of Students (ASBA DRAFT)
- AP 519 Surplus Land & Buildings (ASBA DRAFT)
- Fairness in Sport - (Draft)

- **Discussion & Information Item**

- Welcome Back Week Plan
 - i. Tuesday, August 26, is our official Welcome Back and breakfast
- Staffing update
- Summer School update
- Donations
- CHS Request - Culinary Arts Trip Request

Motion 2025 - 55 Moved by Tami Tolley to approve the CHS Culinary Arts Trip.

Those who voted in favor:

Doug Smith
 Josh Smith
 Jim Ralph
 Tami Tolley
 Ross Blackmer
 Anna-Joyce Frank
 Rod Wendorff
 Jessica Payne

Motion carried.

- Library Ministerial Order
- Locally Developed Courses

Motion 2025 - 56 Motion 2025 Moved by Rod Wendorff that the Westwind School Division Board of Trustees authorize the following Locally Developed Courses with resources and materials as identified in the course outlines provided by the developing district, be authorized for use in Westwind School Division starting in the 2025-2026 school year until the date indicated as Last Approved Year.

Those who voted in favor:

Doug Smith
 Josh Smith
 Jim Ralph
 Tami Tolley

Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

Motion 2025 - 57 Moved by Josh Smith to go in camera at 11:25 a.m.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

- In-Camera

Motion 2025 - 58 Moved by Rod Wendorff to come out of in camera at 1:40 p.m.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

Motion 2025 - 59 Moved by Jessica Payne that at the request of the Board, and in the spirit of collaboration and inclusion, the Blackfoot Nation—through the leadership and direction of the Blood Band Chief and Council—is formally invited to submit the name of a nominee for consideration to serve as a First Nation trustee on the Westwind School Division Board of Trustees. This nomination should represent a mutually agreed-upon individual and must be submitted by nomination day, accompanied by a Band Council Resolution confirming the recommendation.

While the Board values and encourages the input and recommendation of the Blood Band Chief and Council, the appointment of a trustee remains the sole decision of the Board as per section 84(1)(a) of the Education Act. The Board reserves the right to appoint *any* qualified First Nation individual who resides within the Blackfoot Nation or within the boundaries of the Westwind School Division.

The appointed trustee's term will generally expire at the next general election unless reappointed by the Board

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

Motion 2025 - 60 Moved by Doug Smith that the Board of Trustees appoint Anna-Joyce Frank as the First Nations, Metis, Inuit (FNMI) representative on the Westwind School Division Board of Trustees for the 2025-2029 term.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

- Public input, 3 minutes per person to 15 minutes

Motion 2025 - 61 Moved by Josh Smith to adjourn the meeting at 1:44 p.m.

Those who voted in favor:

Doug Smith
Josh Smith
Jim Ralph
Tami Tolley
Ross Blackmer
Anna-Joyce Frank
Rod Wendorff
Jessica Payne

Motion carried.

The image shows two handwritten signatures in black ink. The top signature is 'Josh Smith' and the bottom signature is 'Rod Wendorff'.

- Next Board Meeting - September 11, 2025