

**PALLISER BOARD OF TRUSTEES REGULAR MEETING
AGENDA - BT20210525**

DATE: November 9 2021

12:45

meet.google.com/tim-tzbi-svd

PLEASE NOTE:

ASBA Board Orientation (9:00 AM TO 12:00 PM)

1. CALL TO ORDER (12:45)

2. ADOPTION OF CONSENT AGENDA

*Items in the Information Section may be moved to Action upon request.

3. MOVE TO IN-CAMERA (12:45 TO 1:15 P.M.)

4. MOTIONS ARISING FROM IN-CAMERA

5. ADOPTION OF BOARD MEETING MINUTES

[Minutes from the October 26, 2021 Meeting of the Palliser Board of Trustees](#)

6. CITIZEN'S FORUM

A citizen's forum shall be scheduled for 1:30 P.M. for the purpose of allowing individuals to address the Board.

6.1. Individuals shall be required to identify themselves and the organization that they represent.

6.2. Comments shall be limited to a maximum of five (5) minutes and subject to the authority of the Chair The Board will not entertain discussions on personnel, legal, labour or land matters.

6.3. Trustees shall be permitted to ask questions of clarification.

7. PRESENTATIONS

7.1. [COVID Update](#)

Adam Browning, Director of Learning to update the Board on matters related to COVID-19.

8. INFORMATION ITEMS

8.1. *SUPERINTENDENT'S REPORT

[Attached as information is the Superintendent's monthly activities report.](#)

8.2. *SECRETARY-TREASURER'S REPORT

[Attached as information is the Secretary-Treasurers monthly activities report.](#)

8.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

[Attached as information is the Superintendent, Human Resources monthly activities report.](#)

8.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT

Will be forthcoming.

8.5. *TRUSTEE REPORTS

Attached as information are the Trustees' monthly activities report.

8.5.1. [Sharon Rutledge](#)

8.5.2. [Lorelei Bexte](#)

8.6. ***SCHOOL FIELD TRIP REPORT**

Due to COVID-19 all international or out-of-province school trips have been postponed at this time.

9. **ACTION/DISCUSSION ITEMS**

9.1. **[Palliser School Division Capital Plan](#)**

Dexter Durfey, Secretary Treasurer, to review the Palliser School Division Capital Plan.

9.2. **[New School in Coaldale](#)**

Representatives from FWB Architects to host a virtual walk through of the new Coaldale School.

9.3. **[ASBA Fall General Meeting](#)**

Board Chair, Lorelei Bexte, to discuss the upcoming ASBA General Meeting.

9.4. **[2021-22 Board Year Plan](#)**

Dave Driscoll will present the draft of the 2021 Board year plan for discussion and review.

9.5. **[Board Meeting to Approve Audit Financial Statement](#)**

Dave Driscoll will review the Audit Financial Meeting as well as suggest dates for the Board to approve the final statement.

9.6. **[Trustee Orientation Items](#)**

Dave Driscoll to review several items for new Trustees to consider as they carry out their duties.

10. **ADJOURNMENT**



**PALLISER BOARD OF TRUSTEES REGULAR MEETING
MINUTES - BT20211026**

DATE: October 26, 2021

Trustees in Attendance: Lorelei Bexte, Board Chair
Debbie Laturus, Board Vice-Chair
Sharon Rutledge, Trustee
Tony Montana, Trustee
Louise Schmidt, Trustee
Michael Oliver, Trustee

Staff in Attendance: Dave Driscoll, Superintendent
Tom Hamer, Deputy Superintendent
Audrey Kluin, Associate Superintendent
Dexter Durfey, Secretary-Treasurer (connected remotely)

Recording: Noorin Chatur-Muhammad

1. CALL TO ORDER

Chair Lorelei Bexte called the meeting to order at 11:09

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20211026-01 28

Moved by: Tony Montana

That the agenda for the October 26 , 2021 meeting be approved as presented.

CARRIED.

3. MOVE TO IN-CAMERA

Resolution # BT20211026-02

Moved by: Sharon Rutledge

That the meeting move In-Camera, at 11:10 a.m., pursuant to Section S64(3) of the Education Act, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, and Revised Statutes of Alberta 2000, Chapter S-3 and amendments thereto, to discuss Privileged Information with regards to identified In-Camera Items.

CARRIED.

Resolution # BT20211026-03

Moved by: Sharon Rutledge

That the meeting moved out of in-camera at 12:02 a.m.

CARRIED.

4. MOTIONS ARISING FROM IN-CAMERA

There were no motions arising from In-Camera.

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20211026-04

Moved by: Sharon Rutledge

That the minutes of the September 28, 2021 meeting of the Palliser Board of Trustees be approved as presented.

CARRIED.

6. CITIZEN'S FORUM

7. PRESENTATIONS

7.1 COVID-19 update - Adam Browning

8. Adam Browning provided an update on the COVID-19 situation. As of October 25th, we have had 105 reported cases of COVID-19 amongst students and staff. and 31 students and staff who are amongst these confirmed cases are presently isolating. Palliser currently has one school that has been declared in Outbreak status which has had more than 10 COVID-19 cases within a 14 day period. We currently have 3 elementary classes that have shifted to at-home learning for 10 days where at least 3 or more COVID-19 cases were identified in a class within a 5 day period.

9.

10. INFORMATION ITEMS

10.1. *SUPERINTENDENT'S REPORT

Attached to the agenda was the Superintendent's monthly activities report.

10.2. *SECRETARY-TREASURER'S REPORT

Attached as information is the Secretary Treasurer's monthly activities report.

10.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

Attached to the agenda was the Associate Superintendent's monthly activities report.

10.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT

Attached to the agenda was the Deputy Superintendent's monthly activities report.

10.5. *TRUSTEE REPORTS

Attached to the agenda were the Trustees' monthly activities reports.

10.6. *SCHOOL FIELD TRIP REPORT

Due to COVID-19 all international or out-of-province school trips have been postponed at this time.

11. ACTION/DISCUSSION ITEMS

9.1. International Education Report – Tom Hamer

Tom updated the Board on the impact of the COVID-19 pandemic and the International Student Program. This program, which has been in place for 7 years, is meant to expose students of Palliser to other cultures and to plant the seeds of travel in students. With the uncertainty around ever-changing restrictions, Palliser suspended the 1-month programs with Colombia for the first semester. Palliser also canceled their 1-week Japanese student program for 2021-2022. With the continued closure of Australia and Nova Scotia,

Palliser has seen an increase in the number of students wanting to come to Alberta. This has resulted in an overall increase in the number of full-year and 1-semester students for the 2021-2022 school year. The approach has been to focus our work with the agencies we have long-standing relationships with and to cautiously enter into new agreements with agencies that already work with other Alberta School Divisions. All students that have entered Alberta are required to have a negative COVID test and be fully vaccinated prior to their departure from their home country. Palliser will be looking to undertake data collection from student experiences through a collection of surveys.

9.2. Curriculum Information Update – Adam Browning

Palliser initiated a curriculum advisory group in May with teachers from our system to collaboratively provide an in-depth review on the Draft K-6 Curriculum. The curriculum advisory is currently looking at areas of strength and areas of improvement for subject levels and outcomes. We expect the review to be completed by January 2022. We are currently working with other school divisions in our zone and have planned some professional learning opportunities to support implementation of the expected curriculum.

9.3. Highlights of first Truth and Reconciliation Day – Adam Browning

As Orange Shirt Day on September 30th coincided with the National Day for Truth and Reconciliation, events were planned across the division with the support of Palliser's Indigenous Education Team. Concepts around truth and reconciliation were focused on throughout the week of September 27th. Students engaged in a variety of school-wide activities to commemorate Truth and Reconciliation. We have supported staff with Truth and Reconciliation with ongoing professional learning opportunities to support foundational knowledge about Indigenous peoples and were recently joined by Dr. Dwayne Donald and Don AhnAhnsisi McIntyre.

12. Orientation Meeting next week, followed by regular meeting

13. **ADJOURNMENT**

Being no further business before the Board, the Chair adjourned the meeting at 2:05



Memorandum

November 9, 2021

To: Board of Trustees

From: Dr. Adam Browning, Director of Learning

RE: Covid-19 Update

Background

Dr. Adam Browning will update the Board on the status of Palliser schools during the COVID pandemic. Report to follow.

Recommendations

That this report be received as information.



Dave Driscoll, Superintendent
Board Meeting Date: Nov 9, 2021

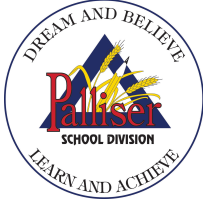
HIGHLIGHTS

- Participated in RI Baker naming ceremony.
- Participated in the weekly SALT meetings.
- Participated in TEBA Engagement Session.
- Participated in Central Office Staff Meeting.
- Participated in the AAPS-Iexecutive and board meetings, virtual.
- Participated in a COVID-19 briefing meeting with the Deputy Minister.
- Participated in the new Kate Andrews rec centre design and coordination meeting.
- Participated in the Admin Association meeting.
- Participated in AAPSi general meeting, virtual.
- Participated in CAPS-I K-12 National Dialogue, virtual.
- Participated in PBCO Update on Developments in Provincial Bargaining.
- Participated in the ATA Workshop - Supervision as Instructional Leadership Meeting, virtual.
- Met with Board of Trustees to discuss covid-19 procedure 133.
- Attended the Palliser Education Plan Meeting
- Attended a Pre-CASSIX Meeting: COVID Policy, virtual
- Led a meeting with Division Office supervisors
- Led a meeting with Division principals
- Participated in CASS Fall Conference, virtual
- School Visits

AREAS OF EMPHASIS FOR NEXT MONTH

- Participate in the weekly SALT meeting.
- Attend the virtual Admin Council meeting.
- Continue working with schools and Alberta Health Services on matters dealing with COVID-19.
- Participate in the CAPSi Board meeting.
- Attend ASBA FGM.
- Participate in a Coaching Strategies for Leaders Workshop
- Participate in Audit Committee Meeting





Palliser School Division

Secretary Treasurer
2021-2022 School Year

Dexter Durfey, Secretary Treasurer

Board Meeting Date: November 9, 2021

Highlights:

1. Finalized binding our new insurance policies with ARMIC
2. Worked with the MCC, CIS schools, parents, government, and legal to find a resolution to the current issues regarding Alternative Program Fees
3. Met with Cindy to review final "Audited Financial Statements"
4. Met with the Town of Coaldale to discuss the ongoing joint school/rec centre project





Palliser School Division

Associate Superintendent, Human Resources Report 2021-2022 School Year

Audrey Kluin, Associate Superintendent, Human Resources

Board Meeting Date: November 9, 2021

HIGHLIGHTS

- TEBA engagement sessions
- Enrollment discussions
- Negotiation PD
- Community Support Meetings
- New Administrator Mentorship
- Monthly HR update document to administrators
- Principal Supervision Meetings
- Principal Evaluation Meetings
- ATA induction and years of service event
- Monthly Administrative Meeting
- ATA PD Supervision as Instructional Leadership Presentation to Administrators
- Administrative Procedure 133 Discussions and Development
- Pre-CASSIX meeting
- Society connect
- School Council Meetings
- SRB submission of documents
- COVID protocols and procedures for staff

- COVID protocols and support for staff and public
- COVID communication for staff and public
- Negotiation preparation

AREAS OF EMPHASIS FOR NEXT MONTH

- Instructional/Assignable Time Review
- Divisional Calendar
- AP 133 facilitation and process
- Assurance Framework
- CASSIX
- Staffing Review
- AP Review HR
- HR Department Review BDO
- Edsembi



SHARON RUTLEDGE

TRUSTEE ACTIVITIES FOR October, 2021

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
Oct 01, 2021	Ceremony	RIBMS in Coaldale	School gathering outside to hear Elder Mike Bruisedhead present RIB with a Blackfoot name. Present were Superintendent Dave Driscoll and MLA Grant Hunter.	Very touching ceremony with Elder Bruisedhead sharing his memories of being a residential school survivor. RIB's Blackfoot name: "Swift Running Bear Middle School" Students will design a new school logo.
Oct 04, 2021	Virtual P/C Meeting	DDS in Picture Butte Next Meeting Nov 01 @ 3:45	Well attended with 13 online. Trustee report presented. Chair: Michelle Marti Vice Stephanie Winch Sec: Danielle Ross	Discussions on Home Alone Course, Hallowe'en, Library Book Fair, Hot Lunch, Outdoor Classroom Activities, and fund raising possibilities.
Oct 06, 2021	P/C Meeting 9 in person 4 on-line	Sunnyside School	Written Principal & Trustee Reports presented. Communication is NB, Principal is always available.	Discussed: COVID protocols, Terry Fox Run, additional outdoor learning spaces, toboggan hill and orchard trees.
Oct. 18, 2021	P/C Meeting Virtual & In person(gym)	JDS in Coaldale 30 in gym 1 online (Sharon)	144 enrollment (1 or 2 grads) Goals: Culture, Faith, Learning School Council Chair needed	Nutrition program, healthy snack daily School apparel items for sale Baby sitting course favourable for credits *Parents interested in sitting in classes*
Oct 19, 2021	Special Board Meeting	Virtual & in person	Discussion of mandatory vaccination policy	Much discussion on wording of the restrictions & consequences Need further comments from legal dept.
Oct. 20, 2021	P/C Virtual Meeting	JEES in Coaldale	Attendance: 15 online	Need more parent involvement but hard to do with COVID restrictions
Oct 26, 2021	In person at Central Office	Organizational Meeting	New Board Chair: Lorelie Bexte Vice : Deb Laturnus Alternate: Tony Montina	



LORELEI BEXTE

TRUSTEE ACTIVITIES FOR October, 2021

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
October 9, 2021	TEBA Meeting	Via Zoom	Information Gathering	In-camera
October 5, 2021	Board Chairs Meeting	Via Zoom	Address from the Minister	Updates from Minister LeGrange
October 5, 2021	Praireview School Meeting	Via Zoom	General School Business	Lots of discussion on Safety Protocol and Student Safety while at school.
October 6, 2021	CCHS AGM	Via Zoom	General School Business	Elections of School Council executive
October 7, 2021	ATA Inductions/Years of Service	Via Zoom	Induction ceremony for new teachers to the ATA and awards for years of service presented (Calgary)	A wonderful evening.
October 12, 2021	Board Chairs Meeting	Via Zoom	Curriculum Engagement session	Sharing of feedback information across the division
October 14, 2021	TEBA	Via Zoom	Update session	In-camera

October 18, 2021	Milo School Meeting	Via Zoom	General School Business	Updates on Swimming lessons, Remembrance Day Ceremony discussion. Talked about Truth and Reconciliation within the School
October 19, 2021	Information Gathering	Vulcan Outreach	Information Gathering	In-camera
October 19, 2021	Board Gathering	Via Zoom	Information Gathering	Preparation/Information gathering for upcoming meeting on Nov 22.
November 21, 2021	ATA Inductions/Years of Service	Via Zoom	Induction ceremony for new teachers to the ATA and awards for years of service presented (Lethbridge)	A wonderful evening
November 22, 2021	Special Board Meeting	Via Zoom	To discuss COVID AP	Motion for Admin to develop a Admin Procedure for COVID-19 Vaccination Status.
November 26, 2021	Board Meeting	Lethbridge Division Office	Re-Organizational Meeting and General Board Business Meeting	Welcomed new Trustees: Michael Oliver, Louise Schmidt, and Tony Montana
November 26, 2021	Champion School Meeting	Via Zoom	General School Business	Discussion about Remembrance Day, COVID procedures, and working on what a Christmas Celebration might look like as well as

				Hot lunch options that are COVID friendly.
November 28, 2021	TEBA	Via Zoom	Information Gathering	In-Camera
November 28, 2021	Menno Simons School Meeting	Via Zoom	General School Business	Lots of open discussion about AP133, COVID-19 Vaccination Status.



Memorandum

November 9, 2021

To: Board of Trustees

From: Dexter Durfey, Secretary Treasurer

RE: Palliser School Division Capital Plan

Background

Dexter Durfey will review the Palliser School Division Capital Plan as information for the new Board of Trustees.

Recommendations

That this report be received as information.



Memorandum

November 9, 2021

To: Board of Trustees

From: Dexter Durfey, Secretary Treasurer

RE: New School in Coaldale

Background

Representatives from FWB Architects will host a virtual walk through of the new Coaldale School.

Recommendations

That this report be received as information.



Memorandum

November 9, 2021

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Palliser School Division Board Year Plan

Background

Dave Driscoll will present the draft of the 2021 Board year plan for discussion and review.

Recommendations

That this report be received as information.



Memorandum

November 9, 2021

To: Board of Trustees

From: Lorelei Bexte, Chair

RE: ASBA Fall General Meeting

Background

Board Chair, Lorelei Bexte, will discuss the upcoming ASBA Fall General Meeting.

Recommendations

That this report be received as information.



Memorandum

November 9, 2021

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Board Meeting to approve Audited Financial Statements

Background

Board to discuss suggested meeting date of November 30, 2021 at 9:30 AM to approve the audited financial statements.

Recommendations

That the Board approves November 30, 2021 at 9:30 AM to approve the audited financial statements.



Memorandum

November 9, 2021

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Trustee Orientation Items

Background

Board to engage in Trustee Orientation.

Recommendations

That this report be received as information.

