



**PALLISER BOARD OF TRUSTEES REGULAR MEETING
MINUTES - BT20210928**

DATE: September 28, 2021

Trustees in Attendance: Robert Strauss, Board Chair
Lorelei Bexte, Board Vice-Chair
Kristine Cassie, Trustee
Debbie Laturnus, Trustee
Sharon Rutledge, 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 Robert Strauss called the meeting to order at 9:06 AM.

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20210928-01

Moved by: Lorelei Bexte

That the agenda for the August 24, 2021 meeting be approved as presented.

CARRIED.

3. MOVE TO IN-CAMERA

Resolution # BT20210928-02

Moved by: Sharon Rutledge

That the meeting move In-Camera, at 9:00 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 # BT20210928-03

Moved by: Lorelei Bexte

That the meeting moved out of in-camera at 9:50 a.m.

CARRIED.

4. MOTIONS ARISING FROM IN-CAMERA

There were no motions arising from In-Camera.

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20210928-04

Moved by: Debbie Laturnus

That the minutes of the August 24, 2021 meeting of the Palliser Board of Trustees be approved as presented.

CARRIED.

6. CITIZEN'S FORUM

Natalie Townshend thanked outgoing Board members Robert Strauss and Kristine Cassie for their hard work over the years. Robert Strauss extended his thanks and gratitude to Natalie as well.

7. PRESENTATIONS

7.1 COVID-19 update - Adam Browning

Adam Browning provided a snapshot of the COVID-19 situation across Palliser Division schools. He indicated that as of September 23rd, we have had 26 reported cases of COVID-19 amongst staff and students, and 21 students and staff who were amongst these confirmed cases are presently isolating. As AHS is no longer identifying nor following up with individual close contacts of confirmed COVID-19 cases, and quarantine for close contacts is no longer mandatory, the Division has started notifying families and school communities of reported cases of COVID-19 in our schools. We are monitoring school attendance and reporting instances to AHS where absenteeism due to illness on any given school day exceeds 10% or greater. Where absenteeism of 10% or greater has been identified by AHS due to illness, AHS is investigating and may declare an outbreak and recommend additional voluntary measures. The Palliser guidance document was updated on September 22nd outlining specific requirements for cohorts, physical distancing, drop-off and pick-up procedures, masking, field trips, and performance activities. Robert Strauss thanked Adam for the excellent work he is doing to respond to the ever-evolving COVID-19 situation.

8. 7.2 Truth and Reconciliation - Adam Browning

Adam Browning updated on the work that the Palliser Division and schools are doing to recognize National Day for Truth and Reconciliation. All week, schools through the Division will be engaging in awareness activities, with orange shirt day also landing on different days throughout the week. Adam Browning and Dave Driscoll have been working together to ensure that this is a component that is built into the entire school year, and not just for this week. Kristine Cassie suggested that the 94 Calls to Action (where 10 relate directly to education) be explored.

9. INFORMATION ITEMS

- 9.1. ***SUPERINTENDENT'S REPORT**
Attached to the agenda was the Superintendent's monthly activities report.
- 9.2. ***SECRETARY-TREASURER'S REPORT**
Attached as information is the Secretary Treasurer's monthly activities report.
- 9.3. ***ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT**
Attached to the agenda was the Associate Superintendent's monthly activities report.
- 9.4. ***DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**
Attached to the agenda was the Deputy Superintendent's monthly activities report.
- 9.5. ***TRUSTEE REPORTS**
Attached to the agenda were the Trustees' monthly activities reports.
- 9.6. ***SCHOOL FIELD TRIP REPORT**
Due to COVID-19 all international or out-of-province school trips have been postponed at this time.

10. ACTION/DISCUSSION ITEMS

- 10.1. Petitions and Public Notices
It was recommended to Lorelei Bexte at the last ASBA meeting that School Division's devise a Petitions and Public Notices Policy if they did not have one in place. Dave Driscoll suggested that the Board amend policy 1 to reflect the role of the board to hear petitions which follow divisional procedures as presented by the Superintendent. The next step is to circulate the procedure to all stakeholders for review, after which it will be added to our current procedures.

Resolution # BT20210928-05

Moved by: Lorelei Bexte

That the Board amend policy 1 to reflect the role of the Board to hear petitions which follow divisional procedures as presented by the Superintendent.

CARRIED.

- 10.2. MCC Fees
Dexter Durfey presented the MCC Alternative Program Budget for the 2021-22 school year for AJ and OBK. He highlighted that the fees set for one child is \$1400 and for each additional child is \$1200.

Resolution # BT20210928-06

Moved by: Lorelei Bexte

That the Board approve the fee structure as set forth by the Muslim Council of Calgary for the 2021-22 school year. **CARRIED.**

- 10.3. Financial Update
Cindy Rogers presented The Palliser School Division Update to 2021/22 Budget Report. She noted that there was a revised projection because a projected

surplus was planned for and infrastructure was completed in the spring and summer months prior to the announcement of WMA treatment.

10.4. HR Update

Audrey Kluin provided a high level update on the number of teaching and support roles that had been filled as well as the outstanding positions that have yet to be filled. September 30 is the enrollment deadline so we will be able to assess if we are overstaffed at that point. Audrey Kluin also provided an update on the new administration mentorship program that checks-in every Tuesday.

10.5. Sublist

Audrey Kluin updated the Board of Trustees on the teacher sublist as per the ATA request. Teachers have been instructed that the sublist can be accessed from the dashboard. Once a sub is booked, teachers have been advised that they need to access the system. Audrey Kluin and her team are monitoring this.

10.6. HR Stats

Audrey Kluin provided a high level overview of HR stats, including how many requests there had been for subs as compared to last year, as well as people accessing personal leave days and sick days.

10.7. Evaluation Process

Audrey Kluin indicated that 64 individuals are being evaluated this year, in addition to principals and vice principals.

10.8. Survey on Re-entry

Dave Driscoll indicated that the survey on re-entry was submitted to ASBA on behalf of the Board on Friday.

10.9. Orientation for new Trustees

Dave Driscoll asked Trustees what they would impart to incoming trustees to help formulate the new Orientation guide . The following includes each trustees feedback:

Debbie Laturnus

- What events are important for all members of the Board to attend?
- What is appropriate to add to Board Meetings?
- Can a Trustee meet with a Principal?
- When a Trustee hears something in the community, what process should they follow to deal with it?
- What kinds of things do you put in your voucher?

Lorelei Bexte

- The acronyms sheet was very helpful
- The snapshot sheet that was provided with all schools, colonies etc in the Division was very helpful

- What is the role of the Board? What is the role of a Trustee?

Kristine Cassie

- A detailed document of who everyone is and their roles as well as who reports where would be helpful
- The “values conversation” was helpful
- The purpose of policies and their ongoing development would be important to highlight

Sharon Rutledge

- Outline to the Board the various committees and what their function is
- A sheet indicating which Trustee is responsible for which schools
- A guide on how to fill out voucher sheets
- A sheet indicating how to communicate with various stakeholders (parents, principals)

Robert Strauss

- Highlight the importance of relationships and trust
- Ensure that Trustees understand that they represent the entire Division, not just the area that they were elected to represent
- Ensure that the incoming Board understands the importance of Board decisions being made at the Board table.

Prior to adjournment, the Division paid tribute to Robert Strauss and Kristine Cassie. Both were presented with watches and thanked for their years of service to the Division.

11. ADJOURNMENT

Being no further business before the Board, the Chair adjourned the meeting at 12:03