



**PALLISER BOARD OF TRUSTEES REGULAR MEETING
MINUTES - BT20220111**

DATE: January 11, 2022

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

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

Recording: Joanne Siljak

1. CALL TO ORDER

Chair Lorelei Bexte called the meeting to order at 9:00 a.m.

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20220111 - 01

Moved by: Tony Montina

That the agenda for the January 11, 2022 meeting be approved as amended.
Move 8.7 - Board Teacher Advisory Meeting to Regular agenda for discussion.

CARRIED.

3. MOVE TO IN-CAMERA

Resolution # BT20220111 - 02

Moved by: Mike Oliver

That the meeting move In-Camera, at 9:04 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.

Chairperson: _____ Secretary Treasurer: _____

Resolution # BT20220111 - 03

Moved by: Louise Schmidt

That the meeting move out of in-camera at 10:15 a.m.

CARRIED

4. MOTIONS ARISING FROM IN-CAMERA

There were no motions arising from In-Camera.

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20220111 - 04

Moved by: Tony Montana

That the minutes of the December 14, 2021 meeting of the Palliser Board of Trustees be approved as presented.

CARRIED

6. CITIZEN'S FORUM

There were no presentations for the Citizen's Forum.

7. PRESENTATIONS

7.1. COVID Update

With the December 30th government announcement extending Winter break for students, we understand that students and staff in schools are no longer prioritized by AHS for PCR testing and will be encouraged to take a rapid antigen test. Until we receive further direction from Alberta Education, we intend to continue notifying families of students who may have been in contact with an individual who receives a positive COVID-19 test result.

As of January 3rd, the isolation requirements have changed as outlined below.

- Fully vaccinated: isolate for 5 days from the start of symptoms or until symptoms resolve, whichever is longer. For 5 days following isolation, individuals must wear a mask at all times when around others outside of home.
- Not fully vaccinated: isolate for 10 days from the start of symptoms or until symptoms resolve, whichever is longer.

We have adjusted our Stay at Home Guide for students and families and our Response to Illness Guide for staff to clarify the current health requirements for individuals with symptoms or positive cases of COVID-19.

With the December 30th announcement of widespread rapid test distribution, a [video for parents on rapid tests](#) is available and a [rapid test program fact sheet](#) available in multiple languages that outlines how to use at-home rapid tests. Masks and testing kits will be sent to all students and staff at the schools. All Calgary schools will have their materials delivered directly to the schools. All

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materials for schools in the south will be delivered to the Central Office and will be delivered to the schools as requested by parents and staff. There is no threshold for moving classes to online learning. Administration will be looking at moving classes to online from an operational standpoint and will work with school administration while looking at the statistics. Teachers have been able to find substitutes when required.

[The Palliser School Division COVID-19 School Guidance Document](#)
[COVID-19 info for Albertans](#)
[Alberta.ca/returntoschool](#).
[Palliser Stay at Home Guide](#)
[Response to illness for staff](#).

Chair Bexte thanked Dr. Browning for all that he does.

Resolution # BT20220111 - 05

Moved by: Mike Oliver

That the COVID update be accepted as information.

CARRIED

7.2. Transportation Annual Report

Transportation Services is provided by a board owned fleet of buses. There are 79 buses in the Palliser Regional Schools fleet with an average age of 7.8 years (a decline from an 11 year average nine years ago).

Palliser operates 58 daily routes to our division's schools, transporting 1850 students per day and traveling over 1.9 million kilometers per year.

The department operates 2 repair facilities, 1 in Lethbridge and 1 in Vulcan, staffed by 4 full time mechanics. Most bus repairs are handled internally unless something requires the manufacturer's input (engine, powertrain, bus body, etc.).

The department's bus drivers are a major reason for the continued excellent service we are able to provide our students within the division. Training opportunities and meetings to go over what we expect from the driver's allows us to send the same consistent messages around safety while on the roads.

All regular route drivers have completed "S" endorsement training and must keep their first aid training up to date. All spare drivers that are hired are "S" endorsement trained before they are able to operate a school bus. First Aid and "S" endorsement training is usually available on a twice yearly basis at a minimum. The Alberta Government implemented a new class "2S" MELT training program that will have some impact moving forward. We are an approved Melt 2S training school that can offer the training for drivers to become class 2S qualified.

Chairperson: _____ Secretary Treasurer: _____

We have outfitted all of the buses we are using for routes and as spares with GPS and tablets with software that tracks not only the bus but also handles our electronic log books, daily inspection and fuel tracking. The system allows us to monitor engine diagnostics, driving habits, fuel consumption and idling among other things. When the public calls in to say a bus was observed speeding, we can answer the question without having to check with anyone. Our buses have been inspected by Commercial Vehicle Enforcement this school year and they are happy to see we are running ELD's.

The "Think of Us on the Bus" campaign continues for the tenth year and with continued support from our law enforcement partners, is making a difference.

Palliser purchased 16 additional camera systems again this past year, giving us a total of 69 camera systems. Each of the units has 2 internal and 2 external cameras, complete with microphones. Should issues arise; a camera unit can be moved to another bus route. We also purchased 3 PSA systems and installed them on the highest flyby routes. The predictive stop arm systems use radar and very loud speakers to inform anyone around the bus to stop. We have seen a 60% decrease in flybys on those routes so far this year.

There remains a shortage of certified and trained Class 2 spare operators. This is a province wide issue but due to some favorable word of mouth we continue to be able to attract spare operators.

Chair Bexte thanked Dave Shaw for the information and for all that his department does to keep Palliser students safe and getting them to school and home safely.

Resolution # BT20220111 - 06

Moved by: Tony Montana

That the transportation update be accepted as information.

CARRIED

7.3. **Occupational Health and Safety Annual Report**

Slips and falls are the number one reported accident. The majority of these occur during the winter. Upon investigating the accidents the cause of most incidents was the freeze/thaw cycles we go through and where the contractors had piled the snow. Each site was visited and areas were mapped out where contractors could and could not pile snow to eliminate ice patches. Signage is also being added to parking lot entrances to remind staff and visitors that icy conditions will exist and to use extra caution.

The Coaldale and Vulcan Fire Department did their annual fire inspections of

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Coaldale Schools ,Champion, Milo, Arrowwood and Vulcan Schools. Overall the reports are good with the exception of fire load in some classrooms. A document is being created to help schools better understand the Fire Code as it pertains to school environments. This is also part of our requirements for insurance purposes. The document will be released to all before the end of January 2022.

Covid-19: We still have supply lines in place for PPE. Schools are being sent masks and sanitizer on a regular basis. Rapid test kits for employee's requiring them under AP-133 have been secured.

Superintendent Driscoll thanked Mark for his diligence in helping staff understand the safety requirements and for assisting schools in making sure that students and staff are safe. Chair Bexte echoed the Superintendent's comments and for his report.

Resolution # BT20220111 - 07

Moved by: Debbie Laturus

That the OH&S update be accepted as information.

CARRIED

7.4. Achieve Program Update

The purpose of this program is to help students get back on track with their schooling and with their lives. The basic philosophy is that every student can learn and deserves the opportunity to do so in a setting where they feel safe and comfortable but are challenged within safe limits. The goal is to give students opportunities and individualized programming, with the assistance of highly skilled staff and strong partnership support to ensure students develop the confidence and the behavioral controls they need to be successful in the world.

A holistic approach to programming is implemented, based on student's assessed strengths and areas to develop, addressing academic, physical, emotional and life skills domains. Success is measured by students' achieving their individual goals, including high school completion, as they learn skills to support their growth as independent contributing members of society. Individualized program based on student's educational history, goals, and needs.

The ACHIEVE program is a multi-grade and multi-level classroom. Every year is different, depending on referrals. Students come to ACHIEVE from a variety of school placements, but their typical history includes an average of 8-10 school placements and many disruptions to their homes, families, and places of residence. Several have been directed to attend the ACHIEVE Program as an alternative to an expulsion.

Program staff are committed to seeing our students through to graduation from high school and students are made aware of this commitment from intake on. For

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many of them the ACHIEVE Program is their safe place that is consistent and a place where they experience success. The majority of our students, even if they originally came to ACHIEVE against their will, continue to attend, by choice, until graduation.

The Trustees and Chair Bexte thanked Natalie for the work that she and her staff do for students requiring extra support.

Resolution # BT20220111 - 08

Moved by: Louise Schmidt

That the ACHIEVE program report be accepted as information.

CARRIED

8. INFORMATION ITEMS

8.1. *SUPERINTENDENT'S REPORT

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

8.2. *SECRETARY-TREASURER'S REPORT

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

8.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

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

8.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT

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

8.5. *TRUSTEE REPORTS

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

8.6. *SCHOOL FIELD TRIP REPORT

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

8.7. BOARD TEACHER ADVISORY COMMITTEE MEETING

Included in the agenda were the highlights of the December 14, 2021 meeting.

9. ACTION/DISCUSSION ITEMS

9.1. Policy Review

Policy 9 - Board Operations was reviewed. The draft will be shared with stakeholders for input.

Resolution # BT20220111 - 09

Moved by: Tony Montana

That Draft Policy 9 - Board Operations be shared with stakeholders for input and be brought back to the Board for final review and approval at the February 8, 2022 Board Meeting.

CARRIED

Chairperson: _____ Secretary Treasurer: _____

9.2. Annual Work Plan

Input into the Palliser Board of Trustees annual work plan has been received.

Resolution # BT20220111 - 10

Moved by: Mike Oliver

That the 2021-2022 Palliser Board of Trustees Annual Work Plan be accepted as discussed.

CARRIED

9.3. Policy Advisory Committee - meeting schedule

In Policy 10 – Committees of the Board, there is a standing policy advisory committee that is made up of the committee of the whole for the board and that this committee is supposed to meet “as developed at the annual organizational meeting or as approved by the Board”. Dates for the meetings will be confirmed.

9.4. 2022-2023 Calendar

The Draft 2022-2023 Division calendar was shared with the Board and school administration for input. The final draft was reviewed. The draft will be shared with schools and school councils and be brought back to the February meeting.

9.5. Appointment of Deputy Superintendent

The Deputy Superintendent is directly responsible and accountable to the Superintendent. The Deputy Superintendent is designated as the Chief Deputy Superintendent pursuant to the Teaching Profession Act. When assigned by the Superintendent, the Deputy Superintendent shall assume all responsibilities of the Superintendent in the Superintendent’s absence.

Resolution # BT20220111 - 11

Moved by: Tony Montana

That Tom Hamer be appointed Deputy Superintendent for the Palliser School Division for the remainder of the 2021-2022 school year.

Carried

9.6. Board Teacher Advisory Committee Meeting

A formal response to the ATA for the items outlined in the report will be sent.

10. Resolution # BT20220111 - 12

Moved by: Louise Schmidt

That the meeting move In-Camera, at 1:35 p.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.

Chairperson: _____ Secretary Treasurer: _____

Resolution # BT20220111 - 13

Moved by: Tony Montina

That the meeting move out of in-camera at 2:52 p.m.

CARRIED

11. ADJOURNMENT

Being no further business before the Board, the Chair adjourned the meeting at 2:55 p.m.

Signed:

Chairperson: _____

Secretary Treasurer: _____

Chairperson: _____ Secretary Treasurer: _____