



**PALLISER BOARD OF TRUSTEES REGULAR MEETING MINUTES
BT20220301**

DATE: March 1, 2022

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

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 9:04 a.m.

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20220301 - 01

Moved by: Tony Montina

That the agenda for the March 1, 2022 meeting be approved as presented.

CARRIED.

3. MOVE TO IN-CAMERA

Resolution # BT20220301 - 02

Moved by: Sharon Rutledge

That the meeting move In-Camera, at 9:05 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 # BT20220301 - 03

Moved by: Louise Schmidt

That the meeting move out of in-camera at 10:40 a.m.

Chairperson: _____ Secretary Treasurer: _____

CARRIED

4. MOTIONS ARISING FROM IN-CAMERA

Resolution # BT20220301 - 04

Moved by: Tony Montana

That the Board writes a letter to the Government to request inclusion for school boards in Bill 70, COVID Exemption.

CARRIED

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20220301 - 05

Moved by: Mike Oliver

That the minutes of the February 8, 2021 meeting of the Palliser Board of Trustees be approved as presented.

CARRIED

6. PRESENTATIONS

6.1. COVID-19 Update

Dr. Adam Browning shared the Covid update as of February 25. Hopefully, this will be the final COVID update as things return to normal. There has been one class across the division that has shifted to at-home learning for a short duration, and no schools have had to shift to at-home learning.

The Division has seen a gradual decline in self-reported cases of COVID-19 and general illness. Student absenteeism trends for illness and unexplained absences over the past two weeks are now trending towards absenteeism rates from prior years.

As of March 1, 2022, no masks are required for any people entering a school. Cohorting is no longer required but it is recommended that large gatherings still be held virtually. It is recommended that schools limit crowding. Sanitization is still required. Until we reach Step 3 of reduced restrictions, it is recommended that schools continue to limit soft surface furniture, minimize sharing of materials and supplies, and maintain the strategies that were developed to reduce crowding. Further information will be shared with schools.

Mandatory isolation based on symptoms or positive COVID-19 tests will continue.

Administration thanked the Board for their support during COVID and thanked Dr. Browning for the work he has done in sharing the expectations with all stakeholders.

Resolution # BT20220301 - 06

Moved by: Sharon Rutledge

That the Covid-19 report is received as information.

CARRIED

Chairperson: _____ Secretary Treasurer: _____

6.2. **Counseling Services Report**

Erika Publow, Clinical Team Lead for Palliser School Division joined the Board and shared the counseling update. Highlights of the report included:

- The Division has increased the number of Family School Liaison Counsellors from 9 to 18 full-time, part-time, and practicum students for the 2021-2022 school year.
- Providing 1:1 counseling to students Supporting families with various issues, connections to community mental health/crisis resources, and connecting to the Making Connections Workers to provide a holistic approach to support. Anxiety is most prevalent among students seeing the counseling team.
- The caseload for the 2021-2022 school year has risen significantly
- Increased support at each school in an effort to provide more consistent and meaningful support
- Creating collaborative relationships with multiple Universities to support Graduate Level Counselling students
- Regulation room completed in 1 school and currently working on another
- Updated forms to ensure they meet the highest practice standards
- Beginning stages of translating forms pertaining to counseling into various languages to increase understanding for families where English is not their first language
- Mandating training for all FSLC staff in the area(s) of ethics
- Streamlined threat assessment process by switching from the VTRA model to the CSTAG model of threat assessment. The CSTAG model is a holistic approach to helping the students in a caring, compassionate way. Parents will be informed about the CSTAG model so they know what the process entails.
- Streamlined and provided graphics for Administration teams specific to the FSCL referral and intake processes

Opportunities Moving Forward:

- Continued emphasis on providing adequate staffing to meet the growing needs of our staff and students
- Continued emphasis on community collaboration and partnerships to ensure our students and families feel supported
- Continued emphasis on supporting Palliser Administration and Educational Staff to implement a trauma-informed approach in the classroom
- Ongoing work to bring file storage up to standard
- Ongoing work to bring the FSLC handbook up to date

Parents can speak with the principal, teacher or call Erika should they wish to have their child referred to a counselor. Board Chair Bexte thanked Erika for all

Chairperson: _____ Secretary Treasurer: _____

she and her team do for the students in Palliser.

Resolution # BT20220301 - 07

Moved by: Mike Oliver

That the Counselling Services report be received as information.

CARRIED

6.3. Human Resources Accountability Report

Associate Superintendent Audrey Kluin shared the Human Resources report. Palliser has 1019 contracted employees (554 Certificated Staff, 465 Support Staff), and 632 casual and substitutes. During the 2021-22 school year the Human Resource Services department will coordinate with schools and the Business Services department to ensure accurate distribution of salary and benefits for Palliser staff. Human Resource Services completed approximately 6200 tasks from March 1, 2021, to February 28, 2022. These tasks include (but are not limited to) onboarding new employees, offering and updating employment contracts, assignment changes, processing resignations, and retirements. Human Resource Services plays a key role in bargaining with the Alberta Teachers' Association and CUPE Local 290.

Human Resource Services will be losing two key team members at the conclusion of the 2021-2022 school year due to retirement. The HR team acquired an HR Professional/Advisor at the end of February 2022. The Human Resources team is dedicated to ensuring that the Division is able to provide exceptional learning experiences for all students by making certain that we have exceptional staff.

Board Chair Bexte thanked the Human Resources team for all they do to ensure that the students and staff received the best possible opportunities.

Resolution # BT20220301 - 08

Moved by: Sharon Rutledge

That the Human Resource Services report be received as information.

CARRIED

7. INFORMATION ITEMS

7.1. *SUPERINTENDENT'S REPORT

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

7.2. *SECRETARY-TREASURER'S REPORT

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

7.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

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

Chairperson: _____ Secretary Treasurer: _____

- 7.4. ***DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**
Attached to the agenda was the Deputy Superintendent's monthly activities report.
- 7.5. ***TRUSTEE REPORTS**
Attached to the agenda were the Trustees' monthly activities reports.
- 7.6. ***SCHOOL FIELD TRIP REPORT**
Due to COVID-19, all international or out-of-province school trips have been postponed at this time.

8. ACTION/DISCUSSION ITEMS

8.1. Capital Plan

Facility Services Supervisor Rod Swartzenberger joined the meeting and shared the capital plan with the Board. The plan remains unchanged from the last plan submitted. Palliser School Division would like to modernize or replace the Coalhurst High School as its first priority. A plan is in place to proceed with the planning of this project. It is hoped that a value planning session with all stakeholders will be held in the near future. A schematic design can be started when the value planning session is completed.

Also included in the plan is an update to County Central High School and Sunnyside School.

[LINK TO 2022-2023 CAPITAL PLAN](#)

Rod was thanked for his presentation and for the work that he and his team do to keep facilities operating smoothly.

Resolution # BT20220301 - 09

Moved by: Tony Montana

That the 2022-2025 Capital Plan be approved as presented with the Coalhurst Solution as the Board's first priority, County Central High School as its' second priority, and Sunnyside School as its' third priority.

CARRIED

8.2. Policy Renumbering

Over the past two years, the Board has reviewed all the policies. In doing so several policies were amalgamated and several policies were converted to administrative procedures. To avoid confusion, it is recommended that the policies be renumbered.

The policies will be renumbered as discussed and the administrative procedures be reviewed to reflect these number changes.

8.3. National Sport School Olympic Athletes

The National Sport School joined the Palliser School Division at the start of the 2021-2022 school year. Tom Hamer, Deputy Superintendent shared the names of the students that recently participated in the Beijing Olympics. Current student

Chairperson: _____ Secretary Treasurer: _____

Ale Loutitt placed third in the Mixed Team Ski Jumping. Ale is currently in Grade 12 at the National Sport School.

The athletes are commended for representing their country and their school so well. The Board will send a letter of recognition to the currently registered student, Ale Loutitte.

8.4. 2021-2022 Satisfaction with Education in Alberta Telephone/Online Surveys

The Ministry of Education will conduct its annual satisfaction telephone/online surveys to collect public and participant perceptions of Alberta's education system. The surveys gather responses from a random sample of parents, the general public, high school students, teachers (online), principals (online), and school board trustees, as well as employers of recent high school graduates. Participation is important, as it provides valuable information to help the ministry identify areas of strength and areas needing improvement, thus helping to provide a more effective and accountable education system. Some survey results are also used in specific business plan performance measures and will be reported in the ministry's 2021/22 annual report.

Resolution # BT20220301 - 10

Moved by: Mike Oliver

That the Satisfaction with Education report be received as information.

CARRIED

8.5. Palliser Beyond Borders Discussion

Deputy Superintendent Tom Hamer shared the purpose of the Palliser Beyond Borders program. PBB was established in 2014. Their goal is to serve Palliser high schools who require additional credit courses not offered by the local school:

- provide access to online learning materials and instruction to support students across the Palliser School Division
- develop a vibrant online learning community for Palliser students which supports academic success

In the past students could enroll at any time during the school year with PBB to take a course. The courses taken were then funded through credits taken. Teachers could then be hired based on the number of credits being taken. When the government shifted to funding through weighted moving averages, the funding didn't fluctuate based on the number of credits. This made it difficult to staff without knowing how many students would be taking a course in advance. Therefore PBB has limited the intake of students to the beginning of each semester. If students find that they require a course and cannot get it through their school or have missed the PBB deadline for registration, please contact Learning Services at Central Office.

Resolution # BT20220301 - 11

Chairperson: _____ Secretary Treasurer: _____

Moved by: Mike Oliver

That the Palliser Beyond Borders discussion report be received as information.

CARRIED

9. ADJOURNMENT

Being no further business before the Board, the Chair adjourned the meeting at 12:57 p.m.

Chairperson: _____

Secretary Treasurer: _____

Chairperson: _____ Secretary Treasurer: _____