



AGENDA

**BOARD OF TRUSTEES OF THE PALLISER SCHOOL DIVISION
REGULAR MEETING
BT20221129
DATE: November 29, 2022
9:00 a.m - Palliser Meeting Room C**

- 1. CALL TO ORDER**
- 2. ADOPTION OF CONSENT AGENDA**
*Items in the Information Section may be moved to Action upon request.
- 3. MOVE TO IN-CAMERA (9:00 - 10:30 A.M.)**
- 4. MOTIONS ARISING FROM IN-CAMERA**
- 5. APPROVAL OF BOARD MEETING MINUTES**
 - 5.1. October 11, 2022, Regular Meeting Minutes
 - 5.2. October 14, 2022, Appeal Committee Minutes
- 6. PRESENTATIONS**
 - 6.1. Introduction of Kylie Fineday, Indigenous Success Coordinator
- 7. INFORMATION ITEMS**
 - 7.1. *SUPERINTENDENT'S REPORT**
Attached as information is 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 as information is the Associate Superintendent's monthly activities report.
 - 7.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**
Attached as information is the Deputy Superintendent's monthly activities report.
 - 7.5. *TRUSTEE REPORTS**
Attached as information are the Trustees' monthly activities report.
 - 7.5.1. [Tony Montana](#)
 - 7.5.2. [Lorelei Bexte](#)
 - 7.5.3. [Mike Oliver](#)
 - 7.6. *SCHOOL FIELD TRIP REPORT**
Below is the list of international or out-of-province trips that schools are participating in:

School	Destination	Dates
No trips currently		



8. ACTION/DISCUSSION ITEMS

- 8.1. [Approval of 2021-2022 Audit](#)
- 8.2. [Board Evaluation Discussion](#)
- 8.3. [2021-2022 Palliser School Division Annual Education Results Report Deadline Extension](#)
- 8.4. [Update on Reported Health Attendance Data and Processes In Palliser Schools](#)
 - 8.4.1. New Regulations for Education Act Regarding Masking in Schools
- 8.5. [Home Education and On-Line Learning Student Registration Data](#)
- 8.6. [Alberta School Boards Association Zone 6 Updates](#)
- 8.7. [Locally Developed Courses for Approval](#)
- 8.8. [Alberta School Boards Association Strategic Planning Engagement Survey](#)

9. ADJOURNMENT

[RETURN TO AGENDA](#)





Dave Driscoll, Superintendent
Board Meeting Date: November 29, 2022

HIGHLIGHTS

- Weekly Senior Administrative Leadership Team Meetings
 - Principal Growth Plan Meetings
 - Societies Executive Directors Meeting
 - Administrators Council Meeting
 - Teachers' Employer Bargaining Association (TEBA) and the Provincial Bargaining Coordination Office (PBCO) Engagement Sessions
 - Palliser New Teacher's Induction Celebration
 - Freedom of Information and the Protection of Privacy Act training sessions
 - Tour of new Coaldale High School and Recreation Centre
 - Meeting with Town of Coaldale
 - College of Alberta School Superintendents Fall Conference
 - Colombia International Meetings
 - Summit on K-12 Workplace Wellbeing
 - Remembrance Day Celebration at Coalhurst High School
 - Council of School Councils Inaugural Meeting
 - Alberta School Boards Association Annual General Meeting
 - Inclusive Education Professional Development session
 - Picture Butte High School Provincial Volleyball Opening Ceremonies
 - Board Teacher Advisory Committee Meeting
-

AREAS OF EMPHASIS FOR NEXT MONTH

- Weekly SALT Meetings
- Career Education Task Force Virtual engagement session
- CAPS-I K-12 National Dialogue
- Colony Leaders Meeting
- Principal Growth Plan discussions

[RETURN TO AGENDA](#)





Dexter Durfey, Secretary-Treasurer
Board Meeting Date: November 29, 2022

HIGHLIGHTS

- Societies Executive Directors Meeting
- ARMIC Executive meeting
- Teachers' Employer Bargaining Association (TEBA) and the Provincial Bargaining Coordination Office (PBCO) Engagement Sessions
- Administrators Council Meeting
- Weekly Senior Administrative Leadership Team Meetings
- Tour of new Coaldale High School and Recreation Centre
- ARMIC Subscribers Meetings
- Coaldale High School and Recreation Centre Construction Meeting
- School Staffing Conversations
- ARMIC-ATLE Joint Committee meeting

AREAS OF EMPHASIS FOR NEXT MONTH

- Continue work with ARMIC Insurance
- ARMIC Executive meeting
- ARMIC-ATLE Joint Committee meeting
- Continue to attend Coaldale High School and Recreation Centre Construction meetings
- Work to create Joint Use Agreement for new high school with Town Of Coaldale
- Strategic work with stakeholders regarding the Palliser Capital Plan
- Dialogue continues with Society partners
- Senior Administration Leadership Team Meetings
- Colony Leaders Meeting
- Senior Administrative Leadership Team Meetings

RETURN TO AGENDA





Audrey Kluin, Associate Superintendent, Human Resources
Board Meeting Date: November 29, 2022

HIGHLIGHTS

- Societies Executive Directors Meeting
- Staffing Discussions
- Administrators Council Meeting
- Teachers' Employer Bargaining Association (TEBA) and the Provincial Bargaining Coordination Office (PBCO) Engagement Sessions
- Freedom of Information and the Protection of Privacy Act training sessions
- Tour of new Coaldale High School and Recreation Centre
- College of Alberta School Superintendents Fall Conference
- Aspiring Leaders Planning
- Senior Administration Leadership Team Meetings
- School visits and teacher observations
- Principal Evaluations
- Administrative Procedure Review
- Calendar Review
- Bargaining Process Review/Preparation
- ATA Induction Banquet
- Weekly HR Team Meetings
- Inclusive Education Professional Development Session
- Basic Workplace Investigation Training
- Edsembli HRP Implementation Meetings
- Council of School Councils Inaugural Meeting
- BTAC
- On-boarding Review

AREAS OF EMPHASIS FOR NEXT MONTH

- Weekly HR Team Meetings
- Colony Leaders Meeting
- University of Lethbridge PS III Walkabout

RETURN TO AGENDA





Tom Hamer, Deputy Superintendent
Board Meeting Date: November 29, 2022

HIGHLIGHTS

- Homestay Coordinator Interviews
- Senior Administration Leadership Team Meetings
- Administrators Council Meeting
- International student arrivals and departures
- Ongoing and focused support and coaching for principals
- Societies Executive Directors Meeting
- Alberta Research Network Steering Committee Meeting
- Tour of new Coaldale High School and Recreation Centre
- Support schools with the implementation of the Learning Loss supports
- Continued work with technology to address Cyber security requirements
- College of Alberta School Superintendents Fall Conference
- Continuation of Edsby implementation support
- Edsembli Networking Meetings
- School Goals meetings
- Support schools with the preparation of Alberta Education Assurance Measure Results reports
- Alberta Education Assurance Measure Results analysis with Learning services team

AREAS OF EMPHASIS FOR NEXT MONTH

- Administrators Council Meeting
- Senior Administration Leadership Team Meetings
- International student arrivals and departures
- Ongoing and focused support and coaching for principals
- Support schools with the implementation of the Learning Loss supports
- Continued work with technology to address Cyber security requirements
- AB Edsembli Network Meeting
- School Council Meetings
- Colony Leaders Meeting
- University of Lethbridge PS III Walkabout

RETURN TO AGENDA





Trustee Tony Montina
Trustee Activities for October 2022

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
October 4 2022	Agenda Meeting	Virtual	Meeting to set agenda for October board meeting	Put together both the in-camera and main board meeting agenda package.
October 12 2022	Coalhurst High School Parent Council	Coalhurst High School	Parent council meeting	Provided the parent council with an update from the September and October board meetings. Heard updates from the school administration.
October 5 2022	Coalhurst Elementary School Parent Council	Coalhurst Elementary School	Parent council meeting	Provided the parent council with an update from the September board meeting. Heard updates from the school administration.
October 11 2022	Audit Committee Meeting	Palliser School Division Board Room	Meeting of the Audit Committee	Received and discussed the audit planning report with the auditor.
October 11 2022	Regular Board Meeting	Palliser School Division Board Room	Regular Board Meeting for Palliser School Division	Received an update on the creation of the Council of Councils for Palliser School Division. Received a report on occupational health and safety in the Division. The board was invited to attend a tour of the new Coaldale School as an update on its construction.
October 14 2022	Appeal Meeting	Palliser School Division Meeting Room	Appeals hearings	Heard appeal for student suspension.

[**RETURN TO AGENDA**](#)





Trustee Lorelei Bexte
Trustee Activities for October 2022

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
October 4, 2022	Agenda Meeting	Virtual	Set agenda for upcoming October Board Meeting	Dave Driscoll, Dexter Durfey, Tony Montana, Lorelei Bexte in attendance.
October 5, 2022	CCHS School Meeting	Virtual	AGM elections and general meeting	Delivered September Board highlights. Zone Executive is still looking for a Vice Chair.
October 6, 2022	Southern Alberta Professional Development Consortia Meeting	Virtual	SAPDC Bi-Annual Meeting. Attended on behalf of the ASBA Zone 6.	Lots of discussion on Curriculum implementation. Talked about work being done across divisions on the Assurance Framework and developing Learning Management Systems to support Pedagogy.
October 6, 2022	ATA Induction and Years of Service	Calgary	ATA induction of new teachers and Years of Service Awards.	A wonderful evening. I had the opportunity to deliver congratulations on behalf of the board.
October 11, 2022	Monthly Palliser Board Meeting	Lethbridge	Monthly Board Meeting	Had a presentation and conversation about the Council of School Councils. Mark Stoltz presented on the Occupational Health and Safety process.
October 11, 2022	Palliser Audit Committee Meeting	Lethbridge	Audit Committee Meeting	Met with Auditor to go over the upcoming Audit process as well as discuss PD opportunities for the Board
October 14, 2022	Board Expulsion Appeal Hearings	Lethbridge	Expulsion Appeal Hearings	In-camera hearings before the board.
October 18, 2022	TEBA/PBCO Meeting	Virtual	TEBA/PBCO Meeting	Presentation on Navigating Disabilities and Medical Terminations put on by Neuman Thompson. TEBA will have their AGM in November after the ASBA conference. TEBA continues to assist preparations for local ATA bargaining. Education Support Collective Bargaining: 10 out of 67 education support collective agreements have been settled with a possible 3 more tentative agreements.
October 19, 2022	ASBA Zone 6 Meeting	Virtual	ASBA AGM and Budget presentation	Elections held for Zone 6 Director, Congratulations to Allison Purcell on her new role. Elections to fill her zone 6 Vice Chair spot will be held at the November meeting. Budget was passed. Handbook was passed. Looking to fill a handbook coordinator role at the next meeting as well.





Palliser School Division
Regular Meeting November 29, 2022
Enclosure 7.5.2

October 24, 2022	Milo School Meeting	Milo	Milo school Meeting	Delivered October Board Highlights.
October 24, 2022	Champion School Meeting	Champion	Champion School Meeting	Delivered October Board Highlights
October 25, 2022	Coaldale School Tour	Coaldale	Coaldale School Tour and dinner with the Town of Coaldale	It was wonderful to see the progress at the new school site and have the opportunity to visit and chat and answer questions with the Town over dinner.
October 27, 2022	Menno Simons School Meeting	Virtual	Menno Simons School Meeting	Shared Board highlights from August – October.

[RETURN TO AGENDA](#)





Trustee Mike Oliver
Trustee Activities for October 2022

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
Oct. 6, 2022	Calgary Induction and years of service	Calgary	ATA Induction and years of service celebration for Palliser North	It was an enjoyable evening being able to welcome the new inductees and honor the years of service recipients
Oct. 11, 2022	Board Meeting	Palliser Education Centre	Regular Board meeting	Presentation on OHS & HR. We then held discussions on the upcoming Council of School Councils and what it would entail. Had an update on Zone 6 matters. Set Board Teacher Advisory Committee meeting dates and received an update on the Coaldale High School.
Oct. 13, 2022	Chamber of Commerce Meeting	Picture Butte	Monthly Chamber of Commerce Meeting	I was able to update the Chamber of Commerce on happenings at PBHS and DDS. Reached out to them to look for ways to develop partnerships with PBHS and their Farm Ed. program
Oct. 14, 2022	Board Appeal Meeting	Palliser Education Centre	Special Board Appeal Committee Meeting	In Camera presentations
Oct. 18, 2022	Lethbridge Induction and years of Service	Lethbridge	ATA Induction and years of service celebration for Palliser South	I was able to bring greetings on behalf of the Board to the ATA inductees and Years of Service recipients.
Oct. 19, 2022	Zone 6 meeting	Lethbridge	ASBA Zone 6 AGM	We heard reports from ASBA and Zone executive members. Reviewed the changes to the Zone 6 handbook, and discussed and approved the Zone budget. We also appointed an Auditor, and held elections for the Zone 6 Director position. Allison Percell was elected to this position. Elections were held for the position of Handbook Review Coordinator, but this was not filled. This concluded the AGM portion of the meeting. An abbreviated Zone 6 regular meeting was held.





Palliser School Division
 Regular Meeting November 29, 2022
 Enclosure 7.5.3

Oct. 19, 2022	NSS wards	Calgary	NSS awards celebration evening	Had the privilege of representing Palliser at this event. Recognition of some very capable and hard working students in both academics and athletics were recognized.
Oct. 25, 2022	School Council meeting	Picture Butte	DDS school council meeting for October	Presented Board meeting highlights to the School council. Received an update on the activities at DDS and plans for upcoming events
Oct. 27, 2022	Huntsville school activity	Iron Springs/ Lethbridge	Fall School activity	Was able to drive a bus for the event. Students had a great time. Unfortunately the weather didn't cooperate for their park activity.
Oct. 27, 2022	School Council meeting	Iron Springs	Huntsville school council meeting for October	Presented Board meeting highlights to the School council. Received an update on the activities at Huntsville and plans for upcoming events.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Dexter Durfey, Secretary Treasurer

RE: Approval of 2021-2022 Audit

Background

Cindy Rogers, Director of Finance will provide a year-end financials report. The Audit Committee reviewed the 2021-2022 Audit Report with the KPMG representative, Derek Taylor, on November 23, 2022. The auditors were satisfied with the information reviewed and the Audit Committee will bring forward their recommendation to the Board.

Recommendation

The Audit Committee recommends that the Board approve the audited financial statements for the 2021-2022 school year as presented.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Board Evaluation Discussion

Background

School Boards may choose to conduct a self-evaluation to assess its performance with respect to the Board's roles and responsibilities. The purpose of the self-evaluation is to review the Board's performance with the goal of determining: a) what is being done well, and b) what aspects of Board activity require improvement and a corporate commitment to Board development.

Alternatively, Boards may choose to look to external agencies to conduct an evaluation.

Recommendation

It is recommended that the Board considers the available options for evaluation.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Tom Hamer, Learning Services

RE: 2021-2022 Palliser School Division Annual Education Results Report Deadline Extension

Background

Alberta Education has provided an extension to the Annual Education Results Report deadline. The release of this year's diploma exam and Provincial Achievement Test results were delayed until November 2022 due to the June 2022 security breaches. Alberta Education recognizes that school authorities may have a shortened time period within which to analyze the data, seek board approval and post their Annual Education Results Reports (AERR) by November 30, 2022, as required in Section K of the Funding Manual for School Authorities 2022/23. As such, the deadline for AERR submissions has been extended to January 31, 2023. The Learning Services team will bring the finalized results report to the Board for review and approval at the January 10, 2023, Regular Meeting of the Board.

Recommendation

That the Board receives this as information.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Tom Hamer, Deputy Superintendent

RE: Update on Reported Health Attendance Data and Processes In Palliser Schools

Background

Dr. Adam Browning will provide updated information on the current status of health-related absences within the division.

Recommendation

That the Board receives this as information.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Tom Hamer, Deputy Superintendent

RE: Home Education and On-Line Learning Student Registration Data

Background

Jason Kwasny, Principal, Palliser Beyond Borders, will provide updated information on the current student registration data for home education and online learning including data on the number of students who returned to the classroom after learning on-line during the pandemic.

Recommendation

That the Board receives this as information.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Alberta School Boards Association (ASBA) Zone 6 Updates

Background

Trustee Mike Oliver will provide ABSA Zone 6 updates.

Recommendation

That the Board receives this as information.

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Tom Hamer, Deputy Superintendent

RE: Authorization of Locally Developed Courses

Background

Further to the list of Locally Developed Courses that was approved by the Board at the August 23, 2022 meeting, Learning Services is seeking approval for the additional courses listed below. Alberta Education requires approval by Board Motion for the use of locally developed courses.

Recommendation

That the Board approves the list of locally approved courses as presented.

Course Code	Course Name	Credits	Effective Start Date	Effective End Date	Adapted/Acquired From
LDC1785	Religious Studies: Islamic Studies 15	5	Sep. 1, 2020	Aug. 31, 2024	The Edmonton School Division
LDC2785	Religious Studies: Islamic Studies 25	5	Sep. 1, 2020	Aug. 31, 2024	The Edmonton School Division
LDC3785	Religious Studies: Islamic Studies 35	5	Sep. 1, 2020	Aug. 31, 2024	The Edmonton School Division
LDC3155	Psychology - Abnormal 35	3	Sep. 1, 2022	Aug. 31, 2026	The Pembina Hills School Division
LDC1360	Greek Language and Culture 3Y 15	5	Sep. 1, 2022	Aug. 31, 2026	Hellenic Society of Calgary and District
LDC2360	Greek Language and Culture 3Y 25	5	Sep. 1, 2022	Aug. 31, 2026	Hellenic Society of Calgary and District
LDC3360	Greek Language and Culture 3Y 35	5	Sep. 1, 2022	Aug. 31, 2026	Hellenic Society of Calgary and District

[RETURN TO AGENDA](#)





Memorandum

November 29, 2022

To: Board of Trustees

From: Lorelei Bexte, Chair

RE: Alberta School Boards Association (ASBA)'s Strategic Planning Engagement Survey

Background

The ASBA is in the final year of its 2020-2023 Strategic Plan and is developing their 2023-2026 Strategic Plan. As per direction at the October 7, 2022, Board of Directors meeting, feedback is requested from the membership on the current Strategic Plan which will help inform the 2023-2026 Plan. This input, representative of boards' views, is to be submitted by December 23, 2022.

Recommendation

That the Board completes the survey and submits its response to ASBA.

[RETURN TO AGENDA](#)

