



# AGENDA

## THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION REGULAR MEETING

BT20230822

DATE: August 22, 2023

10:00 a.m. - Palliser Meeting Room C

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### 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 (10:00-11:00 a.m.)

### 4. MOTIONS ARISING FROM IN-CAMERA

### 5. APPROVAL OF BOARD MEETING MINUTES

5.1. June 13, 2023, Regular Meeting Minutes

### 6. PRESENTATIONS

There are no presentations scheduled.

### 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 reports.

7.5.1. [Tony Montana](#)

7.5.2. [Mike Oliver](#)

7.5.3. [Lorelei Bexte](#)

#### 7.6. \*ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) ZONE 6 UPDATE

There is no report at this time due to summer break.



7.7. **\*SCHOOL FIELD TRIP REPORT**

There are no approved international or out-of-province trips at this point in the school year.

7.8. **\*ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) AWARDS DEADLINES**

ASBA recognizes excellent first-year teachers, long serving trustees, outstanding school boards and citizens who contribute to public education in Alberta. The following award nomination deadlines are upcoming:

- **[Community Engagement Award](#)** (previously called Public Engagement Award)

The ASBA presents this award to a school board that has engaged its community during the previous school year.

**Deadline: September 15, 2023 | [Nomination Form](#)**

- **[Honourary Life Member Award](#)**

The ASBA Board of Directors may present an Honourary Life Membership to an Alberta trustee who has provided distinguished service to trusteeship and/or the work of the association.

**Deadline: September 15, 2023 | [Nomination Form](#)**

- **[School Board Innovation and Excellence Award](#)**

With sponsorship from Xerox Canada, the ASBA presents the School Board Innovation and Excellence Award in recognition of a school board's unique contributions to improving students' learning experiences. A key criteria for this award is that the nominated project must have been developed, influenced and actively supported by the school board.

**Deadline: September 15, 2023 | [Nomination Form](#)**

8. **ACTION/DISCUSSION ITEMS**

8.1. [Authorization of Locally Developed Courses](#)

8.2. [Opening Day Update](#)

8.3. [Financial Update 2022-2023 School Year](#)

8.4. [Full Day Kindergarten](#)

8.5. Scheduling of Policy Committee Meetings

9. **MOVE TO IN-CAMERA (12:45 - 1:45 p.m.)**

9.1. **ACTION/DISCUSSION ITEMS**

9.1.1. Board Self-Evaluation

10. **MOTIONS ARISING FROM IN-CAMERA**

11. **ADJOURNMENT**





***Dave Driscoll, Superintendent***  
***Board Meeting Date: August 22, 2023***

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#### HIGHLIGHTS

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- Senior Administrative Leadership Team Meetings
  - Calgary Islamic School Steering Committee Meetings
  - Edsembli Planning Meetings
  - Innovation PD session
  - Cyber Security training
  - Graduation Ceremonies
  - CASSIX Summer Conference
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#### AREAS OF EMPHASIS FOR NEXT MONTH

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- Admin Council Meetings
- Opening Day
- Senior Leadership Leadership Team Meetings
- Alberta Association of Public Schools - International Meeting
- Canadian Association of Public Schools - International National Dialogue Meeting
- Teachers' Employer Bargaining Association (TEBA) Engagement Session

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**Dexter Durfey, Secretary Treasurer**  
**Board Meeting Date: August 22, 2023**

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#### HIGHLIGHTS

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- Calgary Islamic School Steering Committee Meetings
  - Senior Administrative Leadership Team Meetings
  - Coaldale High School Commissioning Meeting
  - Industry Knowledge Sharing with Battle River School Division
  - ARMIC Annual General Meeting and Conference
  - CASSIX Summer Conference
  - Edsembli Planning Meetings
  - Administrator's Council Meeting
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#### AREAS OF EMPHASIS FOR NEXT MONTH

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- Opening Day
- Continue work with ARMIC Insurance
- Admin Council Meetings
- Continue to attend Coaldale High School and Recreation Centre Construction meetings
- Senior Administration Leadership Team Meetings
- Preparation for Collective Bargaining

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**Audrey Kluin, Associate Superintendent, Human Resources**  
**Board Meeting Date: August 22, 2023**

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### HIGHLIGHTS

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- Staffing Discussions
- Senior Administration Leadership Team Meetings
- Edsembli HRP Implementation Meetings
- Principal/Teacher Evaluations
- Weekly HR Team Meetings
- Graduations
- CASSIX Summer Conference
- Administrative Procedure Review
- Teachers' Employer Bargaining Association (TEBA) Engagement Session
- Apply To Education Easy Connect On-Boarding Meetings
- Leadership Interviews
- Administrator Orientation
- CASSIX Spring Meeting

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### AREAS OF EMPHASIS FOR NEXT MONTH

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- Preparation for Bargaining
- Weekly HR Team Meetings
- Senior Administration Leadership Team Meetings
- Staffing Discussions
- Administrative Procedure Review
- Opening Day

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**Tom Hamer, Deputy Superintendent**  
**Board Meeting Date: August 22, 2023**

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### HIGHLIGHTS

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- Calgary Islamic Schools Steering Committee Meetings
- Learning Services Team Meetings
- International student departures
- Edsembli HRP Implementation Meetings
- Senior Administration Leadership Team Meetings
- Work with agency on International Reciprocal program in Spain
- Graduations
- Alberta Assessment Consortium Board Meeting
- Leadership Interviews

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### AREAS OF EMPHASIS FOR NEXT MONTH

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- Administrators Council Meetings
- Senior Administration Leadership Team Meetings
- Opening Day
- International student recruitment
- Learning Services Team Meetings
- International Student Arrivals
- Alberta Association of Public Schools - International Executive Meeting

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**Trustee Tony Montina**

**Trustee Activities for July 2023**

<b>DATE</b>	<b>PURPOSE</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>COMMENTS</b>
June 2-5, 2023	CSBA Conference	Banff Alberta	Canadian School Boards Association Conference	This was the annual CSBA conference and I attended and took part in numerous conference sessions for professional development as a Trustee.

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**Trustee Mike Oliver**  
**Trustee Activities for June 2023**

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
June 2	Graduation	Master's College	Graduation exercises for 2023 class	Offered congratulations on behalf of the Board and present the Valedictorian medal
June 4	RCSP	Calgary	Rural Caucus Spring Meeting	We received a website update, approved the budget. Discussed what the boards want Rural Caucus to advocate for and looked at some of the current issues we facing
June 4-6	ASBA SGM	Calgary	Spring General meeting of ASBA	Attended the ASBA Panel Discussion, participated in the memorandum discussions. Attended the PD session on Governance
June 6	ATA BBQ	Calgary	Calgary ATA - Board BBQ	Nice day and good attendance
June 8	Chamber meeting	Picture Butte	Regular monthly meeting of the Chamber of Commerce	Reported on the activities of the schools in Picture Butte
June 8	Track and field day	DDS	Their annual Track and Field day	Nice day and nice to see the support from the community
June 8	ATA BBQ	Lethbridge	Lethbridge ATA - Board BBQ	Nice day and good attendance
June 13	Board meeting	Palliser Division office	Regular monthly Board meeting	Received presentations on off-campus /engagement, wellness, inclusive education, and FNMI education. We also heard a presentation from the County Central Sports Council. We also discussed the budget, locally developed courses, Per Diem rates, and vehicle evergreening plan.
June 14	ASBA Zone meeting	Virtual	Regular monthly meeting of ASBA Zone 6	Received reports from ASBA executive as well as ASBA Zone 6 executive. Reviewed monthly bank statement and Auditors' report. Round table discussed SGM and format for zone meetings







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June 20	Committee of the whole	Virtual	Committee of the whole meeting	
June 22	ATA Retirement	Lethbridge	Palliser ATA Retirement Banquet	I was able to bring congratulations from the Board to the retirees.
June 23	Huntsville Grad	Iron Springs	Graduation exercises for 2023 class	Offered congratulations on behalf of the Board.
June 27	DDS grade 6	DDS	DDS grade 6 farewell	Offered congratulations on behalf of the Board
June 27	PBHS awards	PBHS	Annual PBHS Awards night	Good attendance and a nice evening to recognize students and their accomplishments over the past year.
June 28	NSS Graduation	Calgary	Graduation exercises for 2023 class	Offered congratulations on behalf of the Board and awarded the valedictorian medal.

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**Trustee Lorelei Bexte**  
**Trustee Activities for June and July 2023**

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
June 1, 2023	OBK Principal Interviews	Virtual	Principal Interviews for OBK School	
June 2, 2023	Heritage Christian Gradation	Calgary	Grade 12 Graduation Ceremonies	Attended Graduation Ceremonies and brought congratulations from the board as well as presented the Valedictorian Award.
June 4-6, 2023	ASBA SGM	Calgary	Annual Spring General Meeting of the Alberta School Board	Attended the Insurance information meeting/sharing session. Attended the full day business session on the 5 <sup>th</sup> . Various PD sessions on the 6 <sup>th</sup> .
June 6, 2023	ATA/Palliser BBQ	Calgary	Staff Barbeque Calgary	A wonderful evening spent with teachers and staff from Calgary.
June 8, 2023	CCHS Graduation	Vulcan	Grade 12 Graduation Ceremonies	Attended Graduation Ceremonies for the Grade 12 Class.
June 8, 2023	ATA Palliser BBQ	Lethbridge	Staff Barbeque Lethbridge	A wonderful evening spent with teachers and staff from Lethbridge.
June 10, 2023	Horizon Leadership Graduation	Calgary	Grade 9 Graduation Celebration	Attended the Grade 9 Graduation Ceremonies and brought greeting and congratulations from the Board.
June 13, 2023	Monthly Board Meeting	Lethbridge	Regular Monthly Meeting of the Board	Received presentations on off-campus /engagement, wellness, inclusive education, and FNMI education. A delegation from the County Central Sports Council spoke to the board. Discussion on budget, per diem, and vehicle evergreening plan. Approval of locally developed courses.





June 14, 2023	CCHS Awards Ceremony	Vulcan	Attended the awards ceremony for Academic and Sports at the school.	First year of combining Academic and sport awards into one evening. A wonderful night celebrating student accomplishment.
June 16, 2023	Menno Simons Graduation	Calgary	Grade 9 Graduation and Celebration	Attended the Grade 9 Graduation Ceremonies and Celebration.
June 20, 2023	Committee of The Whole	Virtual	Committee of the Whole meeting	
June 21, 2023	PBB Graduation	Virtual	Palliser Beyond Borders Grade 12 Graduation	Attended Graduation Ceremonies and brought congratulations from the board as well as presented the Valedictorian Award.
June 27, 2023	Milo Grade 9 farewell and year end Celebration	Milo	Year End Awards and Celebration	Attended Awards Ceremony /last day celebrations, along with the farewell send off for the Grade 9 class.
June 27, 2023	Calgary Christian Graduation	Calgary	Grade 12 Graduation Ceremony	Attended Graduation Ceremonies and brought congratulations from the board as well as presented the Valedictorian Award.
June 27, 2023	Trinity Christian Graduation	Calgary	Grade 9 Graduation and Celebration	Attended Graduation Ceremonies and Celebration for the Grade 9 Class of 2023.
July 2-5, 2023	CSBA Conference	Banff	Canadian School Boards Association Annual Conference	Attended and took part in information sessions and PD Sessions

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**Memorandum**

August 22, 2023

**To:** Board of Trustees

**From:** Tom Hamer, Deputy Superintendent

**RE: Authorization of Locally Developed Courses**

**Background**

School authorities must approve locally developed courses by a resolution or a motion of the board of a school authority prior to offering the locally developed courses to students. Further to the courses approved by Board Motion at the June 13, 2023, Regular Meeting of the Board, the use of the following course is submitted for Board approval.

**Recommendation**

That the Board authorizes the use of locally developed courses as presented.

Course Name	Version	Course Code	First Approved Year	Approved Start Date	Last Approved Year
Neuropsychology 15	5 Credits (2023-2027)	LDC1109	2023-2024		2026-2027

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## Memorandum

August 22, 2023

**To:** Board of Trustees

**From:** Dave Driscoll, Superintendent

**RE:** Opening Day Update

### Background

Opening Day is scheduled as a virtual event on Thursday, August 31, 2023. Staff will gather in small groups at each site. The keynote speaker is Canadian educator, [Kevin Lamoureux](#), whose address is entitled, *Seizing the Magical Opportunity of School as a Place of Healing*. Superintendent Dave Driscoll will provide an update on the day's events.

### Recommendation

That the Board receives this as information.

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## **Memorandum**

August 22, 2023

**To:** Board of Trustees

**From:** Dexter Durfey, Secretary Treasurer

**RE: Financial Update 2022-2023 School Year**

### **Background**

Cindy Rogers, Director of Finance, will provide a financial update for the 2022-2023 school year.

### **Recommendation**

That the Board receives this as information.

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**Memorandum**

August 22, 2023

**To:** Board of Trustees

**From:** Tom Hamer, Associate Superintendent

**RE: Full Day Kindergarten**

**Background**

Dr. Adam Browning and Tom Hamer will present information to the Board on full-day kindergarten.

**Recommendation**

That the Board receives this as information.

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