



AGENDA

THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION REGULAR MEETING

BT20230912

DATE: September 12, 2023

9:00 a.m. - Palliser Meeting Room B

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1. **CALL TO ORDER**
 2. **MOVE TO IN-CAMERA (9:00 - 10:30 a.m.)**
 - 2.1. Appeal Hearing No. 2023-06
 3. **MOTIONS ARISING FROM IN-CAMERA**
 4. **ADOPTION OF CONSENT AGENDA**

*Items in the Information Section may be moved to Action upon request.
 5. **MOVE TO IN-CAMERA (10:30 a.m. - 12:00 p.m.)**
 6. **MOTIONS ARISING FROM IN-CAMERA**
 7. **APPROVAL OF BOARD MEETING MINUTES**
 - 7.1. August 22, 2023, Regular Meeting Minutes
 - 7.2. August 22, 2023 Organizational Meeting Minutes
 8. **PRESENTATIONS**

There are no presentations scheduled.
 9. **INFORMATION ITEMS**
 - 9.1. ***SUPERINTENDENT'S REPORT**

Attached as information is 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 as information is the Associate Superintendent's monthly activities report.
 - 9.4. ***DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**

Attached as information is the Deputy Superintendent's monthly activities report.



9.5. ***TRUSTEE REPORTS**

Attached as information are the Trustees' monthly activities reports.

9.5.1. [Trustee Tony Montana](#)

9.5.2. [Trustee Mike Oliver](#)

9.5.3. [Trustee Lorelei Bexte](#)

9.6. ***ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) ZONE 6 UPDATE**

The September report will be provided at the next Regular Meeting of the Board.

9.7. ***SCHOOL FIELD TRIP REPORT**

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

9.8. ***ADMINISTRATIVE PROCEDURE 470 VOLUNTEERS: REQUIREMENTS FOR VOLUNTEER CLASSROOM SUPPORTS, COACHES AND SUPERVISORS**

A new form, [Volunteer Coach/Supervisor Agent Of The Board Registration](#), has been added to Administrative Procedure 470 Volunteers: Requirements For Volunteer Classroom Supports, Coaches And Supervisors.

10. **ACTION/DISCUSSION ITEMS**

10.1. [Appointment of Deputy Superintendent](#)

10.2. [2023 Canadian School Boards Association Congress and National Trustee Gathering on Indigenous Education Report](#)

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

11. **ADJOURNMENT**





Dave Driscoll, Superintendent
Board Meeting Date: September 12, 2023

HIGHLIGHTS

- Senior Administrative Leadership Team Meetings
 - Canadian New Leadership Seminar
 - Administrators Council Meeting
 - Opening Day Activities
 - Presented at VII Congress internacional de Education Colombia
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AREAS OF EMPHASIS FOR NEXT MONTH

- Administrators Council Meeting
- Senior Leadership Leadership Team Meetings
- Board Policy Committee Meeting
- Alberta Association of Public Schools - International Meeting
- Administrators' Field Trip Meeting
- CASSIX Fall Meeting

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Dexter Durfey, Secretary Treasurer
Board Meeting Date: September 12, 2023

HIGHLIGHTS

- Finance Team Interviews
 - Calgary Islamic School Steering Committee Meetings
 - Coaldale High School and Recreation Centre Construction Meetings
 - Senior Administrative Leadership Team Meetings
 - Coalhurst Solution Planning
 - Collective Bargaining
 - Palliser Collegiate Meeting
 - ARMIC Marketing Meeting
 - Edsembli Planning Meetings
 - Administrators Council Meeting
 - Opening Day Activities
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AREAS OF EMPHASIS FOR NEXT MONTH

- Continue work with ARMIC Insurance
- Administrator's Council Meeting
- Continue to attend Coaldale High School and Recreation Centre Construction meetings
- Senior Administration Leadership Team Meetings
- Preparation for Collective Bargaining
- Industry Knowledge Sharing with Battle River School Division
- Society Executive Directors Meeting
- Board Policy Committee Meeting
- ARMIC Executive Meeting

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Audrey Kluin, Associate Superintendent, Human Resources
Board Meeting Date: September 12, 2023

HIGHLIGHTS

- Staffing Discussions
- Senior Administration Leadership Team Meetings
- Edsembli HRP Implementation Meetings
- Weekly HR Team Meetings
- Administrative Procedure Review
- Collective Bargaining
- Apply To Education Easy Connect On-Boarding Meetings
- Human Resources Team Interviews
- Administrator Orientation
- Alberta Health South Zone/Superintendents Meeting
- Canadian New Leadership Seminar
- Administrators Council Meeting
- Opening Day Activities
- School Visits

AREAS OF EMPHASIS FOR NEXT MONTH

- Preparation for Bargaining
- Weekly HR Team Meetings
- Senior Administration Leadership Team Meetings
- Administrative Procedure Review
- Administrators Council Meeting
- CASSIX Fall Meeting

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Tom Hamer, Deputy Superintendent
Board Meeting Date: September 12, 2023

HIGHLIGHTS

- Senior Administration Leadership Team Meetings
- Administrators Council Meetings
- International student arrivals
- Homestay Orientation Meeting
- Learning Services Team Meetings
- Edsembli HRP Implementation Meetings
- Opening Day Activities
- Work with agency on International Reciprocal program in Spain
- Alberta Association of Public Schools - International Executive Meeting
- Palliser Collegiate Meeting
- International student Orientation
- International Student Welcome BBQ

AREAS OF EMPHASIS FOR NEXT MONTH

- Senior Administration Leadership Team Meetings
- Learning Services Team Meetings
- International Student Arrivals
- CASSIX Fall Meeting
- Work with agency on International Reciprocal program in Spain
- Canadian Association of Public Schools-International recruitment
- PAT and Diploma results analysis

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Trustee Tony Montina
Trustee Activities for August 2023

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
Aug 11 2023	Agenda Meeting	Virtual	Set the Agenda	This was a meeting to set the agenda for the August board meeting.
Aug 22 2023	Regular Board Meeting	Palliser Central Office	August Board Meeting	Held the 2023-2024 board organizational meeting. Approved locally developed courses. Set the regular board meeting dates for 2023/2024. Discussed the ASBA motion regarding full-day fully funded kindergarten.
Aug 31 2023	Opening Day	Virtual	Opening day for Palliser School Division	Attended the morning session and heard talk from Kevin Lamoureux titled "Seizing the Magical Opportunity of School as a Place of Healing".

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Trustee Mike Oliver
Trustee Activities for August 2023

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
August 22, 2023	Board Meeting	Palliser division office	Regular monthly Board meeting	Organizational meeting, Reviewed Board year plan, reviewed action and discussion items
August 31, 2023	Opening Day	DDS	Opening day activities	Participated with DDS Staff in the opening day events.

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Trustee Lorelei Bexte
Trustee Activities for August 2023

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
August 3, 2023	Brant Principal Interviews	Virtual	Principal Interviews for Brant Christian School	In-Camera
August 11, 2023	Agenda Meeting	Virtual	Set Agenda	Agenda set for the August 22, Regular Board Meeting and Organizational Meeting
August 17, 2023	Prairieview Principal Interviews	Virtual	Principal Interviews for Prairieview Elementary School	In-Camera
August 22, 2023	Monthly Board Meeting and Organizational Meeting	Lethbridge	Organizational Meeting and Regular Monthly Meeting of the Board	Elections were held and Committee members named in the Organizational meeting. Light business. Authorization of locally developed courses, Opening day update, conversation on full time kindergarten for ASBA zone 6 position statement. Scheduled 1 st policy meeting for September 26.
August 31, 2023	Opening Day Celebration	Virtual	Opening Day Celebration for Staff	Welcome back messages from the Board, Administration and ATA. Keynote Address with Kevin Lamoureux, "Seizing the magical opportunity of school as a place of healing" Wrap up and instructions with Jason Kupery

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Memorandum

September 12, 2023

To: Board of Trustees

From: Dave Driscoll, Deputy Superintendent

RE: Appointment of Deputy Superintendent

Background

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.

Recommendations

That Tom Hamer be appointed Deputy Superintendent for the Palliser School Division for the 2023-2024 school year.

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Memorandum

September 12, 2023

To: Board of Trustees

From: Lorelei Bexte, Board Chair

RE: **2023 Canadian School Boards Association Congress and National Trustee Gathering on Indigenous Education Report**

Background

Trustees attended the Canadian School Boards Association Congress and National Trustee Gathering on Indigenous Education in Banff, Alberta, in July 2023. Highlights of the conference will be presented.

Recommendation

That the Board receives this as information.

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Memorandum

September 12, 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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PALLISER SCHOOL DIVISION INTERIM FINANCIAL STATEMENTS			
AS OF AUGUST 31, 2023			
PRESCHOOL			
Revenues	-352,600.00	-705,529.71	
Expenditures	670,755.00	632,970.63	
(Surplus)/Deficit	318,155.00	-72,559.08	\$ (72,559.08)
INSTRUCTION ECS - 12			
Revenues	-84,412,955.00	-88,371,189.93	
Expenditures	83,972,051.00	86,143,734.60	
(Surplus)/Deficit	-440,904.00	-2,227,455.33	\$ (2,227,455.33)
PLANT OPERATIONS AND MAINTENANCE			
Revenues	-11,073,227.00	-10,711,600.68	
Expenditures	12,243,944.00	11,615,749.02	
(Surplus)/Deficit	1,170,717.00	904,148.34	\$ 904,148.34
TRANSPORTATION			
Revenues	-4,409,281.00	-4,624,637.07	
Expenditures	4,176,179.00	4,348,445.60	
(Surplus)/Deficit	-233,102.00	-276,191.47	\$ (276,191.47)
BOARD & SYSTEM ADMINISTRATION			
Revenues	-3,216,271.00	-3,391,332.49	
Expenditures	3,136,758.00	3,388,264.68	
(Surplus)/Deficit	-79,513.00	-3,067.81	\$ (3,067.81)
EXTERNAL			
Revenues	-2,083,684.00	-2,225,193.43	
Expenditures	2,083,684.00	2,221,059.15	
(Surplus)/Deficit	0.00	-4,134.28	\$ (4,134.28)
(SURPLUS)/DEFICIT ESTIMATE FOR AUG 31, 2023		\$	(1,679,259.63)

