

MINUTES

THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION

REGULAR MEETING

BT20250211

DATE: February 11, 2025

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

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

Staff in Attendance: Tom Hamer, Deputy Superintendent
Audrey Kluin, Associate Superintendent, Human Resources
Cindy Rogers, Associate Superintendent, Business Services
Wesley Lebeau, Communications Officer

Recording: Michelle Taylor

1. CALL TO ORDER

Chair Lorelei Bexte called the meeting to order at 9:02 a.m.

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20250211 - 01

Moved by: Trustee Debbie Laturus

Items 7.6 and 7.7 were brought out to Action/Discussion Items.

That the agenda be adopted as amended.

CARRIED

3. MOVE TO *IN-CAMERA*

Resolution # BT20250211 - 02

Moved by: Trustee Mike Oliver

That the meeting moves *In-Camera*, at 9:03 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: *Loulei E Bexte*

Secretary Treasurer: *[Signature]*

MOVE OUT OF *IN-CAMERA*

Resolution #BT20250211 - 03

Moved by: Trustee Tony Montina

That the meeting moves out of *in-camera* at 10:32 a.m.

CARRIED

4. BUSINESS ARISING FROM *IN-CAMERA*

There was no business arising from in-camera.

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20250211 - 04

Moved by: Trustee Mike Oliver

That the Minutes of the January 14, 2025, Regular Meeting of the Board of Trustees of Palliser School Division be approved as presented.

CARRIED

6. PRESENTATIONS


6.1. Technology Report

Simon Sorensen, Technology Services Supervisor, presented the Technology Report. The Technology Services department is committed to providing students and staff with the necessary tools for high-quality learning environments. A focus on device-agnostic, cloud-hosted solutions, such as Google Workspace, offers versatility to staff and students allowing for collaborative learning, data storage and security efficiencies and the reduction of overall costs of delivering learning opportunities to students.

Key Highlights:

- The Division has a total of 7,523 Chrome devices, with approximately 1,050 Chromebooks specifically allocated to high school students. There has been an increase in the number of Chromebooks provided to Educational Assistants, custodians, and substitute teachers. All schools are now using ChromeOS devices and Administrative Assistants have migrated to Chromeboxes, reducing the number of Windows devices in use in the division.
- The division has implemented enhanced security measures to improve network security and provide flexibility for guest devices. A new software approval process has been implemented which includes Privacy Impact Assessments. Security continues to be improved by decommissioning old equipment, updating password procedures and updating software.
- There are currently 22 ViewSonic ViewBoards installed across the division, including a mobile solution at Trinity Christian School.

Chairperson: 

Secretary Treasurer: 

- The division has rolled out Canva Pro to all staff.
- Dynamic email groups have been created for both staff and students
- Esports spaces were implemented at Coalhurst High and RI Baker Middle School. The department has standardized its approach to Esports implementations. A caching server was developed to deliver game updates within the network. The division has also established a list of supported games and standardized furniture options. A pilot project for console gaming is underway, using Nintendo Switches at RI Baker.
- Security camera systems continue to be upgraded.
- A pilot program for Google Gemini for Education is underway to explore the benefits of AI in education.
- Monthly video conference meetings have been introduced to keep administrative staff updated on the Student Information System (SIS)
- A large scale project was bringing Coaldale Prairie Winds Secondary online. The school received 307 Chromebooks, an Esports lab, a Gym A/V system, a Black Box Theatre, and a new segmented network design.
- New classrooms at Heritage Christian Academy have been equipped with ViewSonic ViewBoards, docking stations, monitors and peripherals.
- Planning has been completed for the move of John Davidson School and Palliser Beyond Borders to the Kate Andrews site in Coaldale.
- The division has begun replacing layer 2 switches throughout the Division, a large-scale project expected to be completed by the summer of 2025. Wireless licensing renewals will occur in June 2025.
- The division is using the Google Enterprise for Education Plus licensing tier and backing up the Google environment to the cloud.
- Palliser is continuing to evolve its cybersecurity with penetration tests, cyber response testing, and cybersecurity training.
- Cybersecurity remains a resource-intensive task for the division. The division has experienced increased complexity in technology as a result of increased security measures. Technology Services staff are receiving increased training.
- The costs of devices and services continue to rise, with Chromebook prices increasing and vendors separating product features into separate licenses. The division is continuing to utilize ChromeOS devices to keep costs down. The division is also working to reduce equipment repair costs. Google has extended the update expiry on devices to 10 years, allowing Palliser to purchase discounted devices that have been on the market for 2-3 years. The division is considering revisiting student to Chromebook ratios and possibly moving to a BYOD model.
- There was a decrease of 2 TB in bandwidth usage from September 2023 to January 2024 compared to the previous year but overall, bandwidth usage continues to increase, requiring additional funding. The division has purchased increased Supernet bandwidth subscriptions to meet

Chairperson: *Louise E. Berte*

Secretary Treasurer: *[Signature]*

increased demand, but membership fees with Cybera have doubled. Looking forward, the division could pursue revised Supernet grant funding, use Supernet Econnect lite and possibly use ISP services instead of Supernet.

- The division is experiencing rising support demands. Technology Services continues to limit non-essential requests, improve processes, and utilize the Help Desk to reduce resolution times. Technology Services has improved documentation on the Tech Wiki to facilitate self-support.

The Technology Services department is committed to providing robust and reliable technology solutions while being mindful of increasing costs and demands. The division will achieve an estimated cost savings of \$2,435,600 over the next five years by focusing on ChromeOS devices. Ongoing challenges will be addressed with continuous improvement and innovation.

Simon was thanked for his presentation and for the diligent work of the Technology Services Team.

Resolution # BT20250211 - 05

Moved by: Trustee Mike Oliver

That the Board receives the Technology Report as information.

CARRIED

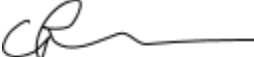
6.2. Counselling Report

Erika Publow, Clinical Team Lead, presented the Counselling Report.

The Clinical Team includes 15 full and part-time Family School Liaison Counsellors (FSLCs), as well as one practicum student. There are also 8 full and part-time Making Connection Workers (MCWs). Every school in the division has an FSLC FTE allocation. All but 5 schools are supported in some capacity by an MCW.

- Clinical Team Lead - oversees the clinical team, provides Tier 2-4 consultation, Division Crisis Support, CSTAG consultation, training and development of clinical team staff and Division CSTAG and community partnership development
- FSLC Team Lead - carries a counselling caseload, covers a leave of absence, and provides Tier 1 & 2 consultation
- MCW Team Lead - provides Tier 1 & 2 supervision for MCWs and has a caseload in 2 schools

Chairperson: 

Secretary Treasurer: 

FSLC Key Supports and Services:

- FSLCs have 337 active student files and have completed 1009 counselling sessions
- Reasons for referral are varied but the top three reasons for referral to Family School Liaison Counsellors (FSLCs) are anxiety, peer issues and family/primary support group issues. FSLCs also receive referrals for other reasons including depression, grief and loss, educational problems and crisis support.
- FSLCs assess student threats of violence and risk to others, support families with community resources, and support school staff through consultations and presentations.

MCW Key Supports and Services:

- MCWs support Social Emotional Learning (SEL) implementation
- MCWs have demonstrated their role in connecting students and families with external support systems through 417 agency contacts and 371 agency referrals
- MCWs have received referrals from other school professionals; Family School Liaison Counsellors (FSLCs), LGM Liaisons, and Palliser Navigators.
- MCWs are very involved in school communities and have delivered over 1350 presentations, and have made 215 individual student contacts.
- There have been over 200 family referrals to the MCW program, and MCWs have made close to 1,300 parent contacts and home visits, plus have made an impressive 6,030 contacts with school teams.
- MCWs have pursued professional development, with 51 PD sessions.

The Clinical Team reports many key achievements and partnerships:

- To support their work in schools, MCWs have secured grant funding across the Division. In the 2022-2023 school year \$30,000 was secured, approximately \$90,000 was raised in 2023-2024 and approximately \$56,000 has been received to date in this current school year.
- There has been successful implementation of FCSS partnerships in Picture Butte, as well as continued student counsellors in Vulcan and the beginning of expansion in Coaldale. Additionally, in-home parenting and behavioral/complex case consultations through the AMH Grant Partnerships have been the most utilized supports, and youth-directed work has seen a drastic uptake in the Vulcan area. These partnerships have been crucial in providing a wide range of support services to students and families.
- There has been demonstrated expansion of mental health support services across different settings with increased utilization of COPE. Colony Schools have utilized emotional support within their schools, and

Chairperson: *Louise E. Berte*

Secretary Treasurer: *[Signature]*

work is beginning to provide semi-structured social emotional programming.

- Regulation rooms are being well utilized, with 4 high schools seeking funding to add this resource via student-led initiatives. Also, student-led initiatives were supported through 3 successful SOARING grant applications, totaling \$10,200. These highlight the growing capacity for student involvement and leadership.
- Other initiatives reached a large number of students with important services: Bell Let's Talk initiative, and a Division Wide Test Anxiety Program (including breakfast programs at exam time)

Clinical Team Continued Work and Goals:

- Program Improvement: The team is focused on ongoing evaluation and improvement of programs and processes to meet school and community needs, including staff evaluations and updates to handbooks.
- High School Counseling: The team is reviewing the high school counseling model, including ethical considerations, types of duties, and targeted training.
- Enhanced Collaboration: The team is working to improve communication and collaboration among FSLCs, school teams, and other professionals to provide holistic care.
- Crisis Response: There are efforts to streamline crisis response across the division, including the implementation of the FSLC-COPE role.
- Mental Health Support: The team is working to expand and improve mental health support by bridging partnerships, and reducing barriers to access.
- CSTAG Process: There is a focus on improving the CSTAG process to increase data collection, improve team effectiveness, and integrate a student behavior management system

Erika was thanked for her presentation and for the support she and her team provide to Palliser students and families.

Resolution # BT20250211 - 06

Moved by: Trustee Louise Schmidt

That the Board receives the Counselling Report as information.

CARRIED


The meeting paused for lunch from 12:33 p.m. to 1:10 p.m.

7. INFORMATION ITEMS

7.1. *SUPERINTENDENT'S REPORT

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

Chairperson: 

Secretary Treasurer: 

- 7.2. ***DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**
Attached to the agenda was the Deputy Superintendent's monthly activities report.
- 7.3. ***ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT**
Attached to the agenda was the Associate Superintendent's monthly activities report.
- 7.4. ***ASSOCIATE SUPERINTENDENT, BUSINESS SERVICES REPORT**
Attached to the agenda was the Associate Superintendent, Business Services' monthly activities report.
- 7.5. ***TRUSTEE REPORTS**
Attached to the agenda were the Trustees' monthly activities reports.
- 7.6. ***ADMINISTRATIVE PROCEDURE 353: STUDENT INTERVIEWS AND INVESTIGATIONS**
Administrative Procedure 353 was revised and provided as information for the Board.
- 7.7. ***ADMINISTRATIVE PROCEDURE 357: STUDENT SEARCH PROCEDURE**
Administrative Procedure 357 was revised and provided as information for the Board.
- 7.8. ***SCHOOL FIELD TRIP REPORT**
A list of national and international field trips planned in the division was included in the agenda.

8. ACTION/DISCUSSION ITEMS

- 7.6 ***ADMINISTRATIVE PROCEDURE 353: STUDENT INTERVIEWS AND INVESTIGATIONS**
- 7.7 ***ADMINISTRATIVE PROCEDURE 357: STUDENT SEARCH PROCEDURE**

Items 7.6 and 7.7 were brought forward for discussion from the Section 7, Information Items. The Board was pleased with the review of these administrative procedures.

- 8.1. Policy Committee Report

At the January 14, 2025, Regular Meeting of the Board, the Board directed Administration to share the amended drafts of Policy 2: Role of the

Chairperson: *Louise E. Berte*

Secretary Treasurer: *[Signature]*

Superintendent for stakeholder information. Following a period of stakeholder review, the Policy Committee brought forward this policy for final approval.

Resolution # BT20250211 - 07

Moved by: Trustee Tony Montana

That the Board approves Policy 2: Role of the Superintendent as presented.

CARRIED

8.2. Adjusting Bus Services in Response to 2025-2026 Walk Limit Changes

The government has announced planned changes to walk limits which will impact the distance at which students qualify for busing services, effective the 2025-2026 school year. Three scenarios for implementing adjustment to Palliser's bus service with consideration of financial implications and community impact were brought forward by Administration. Discussion took place. The Board considered all options and provided direction to Administration that they are in support of Option 1 as presented, pending the anticipated budget announcement in March. This item will be brought forward at the March Regular Meeting of the Board for a final decision by the Board.

The options discussed are viewable at this link:

[Transportation - Walk limit Changes 2025-2026](#)

8.3. 2025 Congress and National Trustee Gathering on Indigenous Education of the Canadian School Boards Association

The 2025 Canadian School Boards Association Congress and National Trustee Gathering on Indigenous Education is scheduled for July 2 to 5, 2025, in Winnipeg, MB. Palliser Trustees have attended past conferences. Discussion took place regarding the option of sending a Board representative to this year's congress. The Board will revisit this topic at the March Regular Meeting.

9. MOVE TO IN-CAMERA

Resolution # BT20250211 - 08

Moved by: Trustee Debbie Laturus

That the meeting moves *In-Camera*, at 1:50 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.

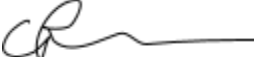
CARRIED

MOVE OUT OF IN-CAMERA

Resolution # BT20250211 - 09

Moved by: Trustee Tony Montana

Chairperson: 

Secretary Treasurer: 

That the meeting moves out of *in-camera* at 3:02 p.m.

CARRIED

ADJOURNMENT

Being no further business before the Board, the meeting was adjourned at 3:03 p.m.

Chairperson: 

Secretary Treasurer: 