

Highlights of the Board of Trustees Meeting

May 30, 2017



Two review recommendations now complete

Acting Superintendent Dr. Garry Andrews provided his monthly update to the Board of Trustees on the 21 recommendations from the organizational review. For the first time since the release of the review report in November 2016, two of the 21 recommendations are complete.



Recommendation 10, that Palliser improve its human resources record keeping and data analysis; and Recommendation 11, relating to hiring decisions, creation of job profiles and maintaining records of the hiring process, are now both considered complete. Andrews said new software in the HR department has improved the ability of the division to generate real-time reports on turnover, absenteeism and other factors. A review of existing policy and procedures related to hiring practices found Recommendation 11 is already being done.

Several other recommendations are being addressed in the ongoing policy review trustees have undertaken. A third set of draft policies [were posted online](#) last month for review and feedback.

Palliser's webpage devoted to the [organizational review report](#) and responses has been updated.

Wellness Summit well received by staff

Palliser's first Health and Wellness Summit for teaching staff was well received by staff. Associate Superintendent Education Service Pat Rivard said the summit, on May 1 in Vulcan, offered more than 20 sessions on health, wellness and First Nations, Metis and Inuit perspectives. The day was planned by Central Office and the Alberta Teachers' Association Professional Development Committee, and teachers chose the sessions they attended.

A survey of teachers in Palliser found about 55 per cent of respondents want one or two summit days and no collaborative days. About 25 per cent want one or two summit days and one to three collaborative days, and eight

per cent of respondents want to maintain the status quo with two collaborative days spent in Vulcan and two more collaborative days in regional gathering spots.

Rivard said Central Office and Palliser Local 19's PD committee will continue to work together on what the four division-wide PD days look like for next year.

PD reductions will help soften projected budget shortfall in 2017-2018

Palliser Regional Schools should receive about \$95 million in revenue next year, up from about \$90 million in 2016-2017, said Secretary Treasurer Wayne Braun.

Braun shared budget information as trustees work toward a finalized budget by the end of June. Traditionally, school boards must submit their budgets to Alberta Education by May 30th. This year, a one-month extension was granted, in part due to changes in legislation related to school fees.

He said based on current enrolment projections and staffing needs, Palliser is facing about a \$1.2 million shortfall for 2017-2018. About \$750,000 of that shortfall is in "grid creep," pay increases employees receive as they gain extra years of experience. The rest of the projected shortfall is about \$500,000 in requests for additional support staff in schools.

Braun said he and Human Resources staff would be meeting later in the week to re-examine those requests for extra staff. At a budget committee meeting on May 26th, trustees also discussed reducing professional development spending next year.

Human Resources has also received eight retirement notices from staff which could also impact the projected shortfall for 2017-2018.

The board discussed the importance of not reducing teaching positions except in the case of enrolment declines or shifts, which would naturally affect staffing needs. Acting Superintendent Dr. Garry Andrews said the goal is to find the money to address the projected shortfall without affecting instruction in the classroom.

The board will discuss the 2017-2018 budget again on June 20.

The board commended Central Office administrators for their efforts to protect classrooms from the impact of a budget shortfall.

*Together we will ensure learning success for all students
to develop their unique potential as caring citizens in a changing world.*

Board adopts administrative procedures; AP on school fees needs more work

The board received drafts of 17 administrative procedures, all but one related to the role of the Secretary Treasurer, finance services and financial practices. The other is a new AP 309 Comprehensive School Health, which outlines efforts to encourage healthy living and wellness in schools.

The board approved all except AP 520 School Fees which will be brought back for review. School fee legislation and regulations are being revamped and the new AP needed changes to be compliant with provincial requirements.

The administrative procedures will be updated and posted on Palliser's website at <https://www.pallisersd.ab.ca/about-us/procedures>

Three trustees to serve on Classroom Improvement Fund committee

Three trustees will serve on a new committee to determine how to best use the new Classroom Improvement Fund, part of a provincial agreement reached between Alberta Teachers' Association and the Teachers' Employer Bargaining Association (TEBA).

Trustees Esther Willms, Craig Whitehead and Don Zech will serve on the new committee. Representing administration will be Associate Superintendent Human Resources Ken Garinger and Director of Human Resources Mike Nightingale.

The committee will have membership representing Palliser teachers.

Palliser's share of the \$75 million classroom improvement fund is expected to be about \$1 million.

The division's CIF committee will determine how the money is best spent.

Palliser's membership in PSBAA tabled until after fall school board elections

Palliser will remain a member of the Public School Boards' Association of Alberta, leaving a decision to withdraw to the new board to be elected in October.

Trustee Craig Whitehead made a motion to withdraw from the association, serving notice by May 31. The association requires six month's notice of withdrawal. He cited Palliser's projected budget deficit of \$1.2 million, and savings on membership fees and attendance to PSBAA conferences and meetings.

Trustee Don Zech, Palliser's representative to PSBAA, said the association is inclusive, advocating for all students to be part of the public system. Trustee Esther Willms said the decision could be revisited when the budget allows it. Trustee Colleen Deitz said the organizational review recommended more professional development for trustees, and PSBAA does offer PD.

Zech made a motion to table the decision on PSBAA membership to the November 2017 board meeting. A tabling motion immediately closes debate. The motion passed.

Next meeting: June 20, 2017