



# Palliser Regional Schools

## Palliser Board of Trustees Regular Meeting

### Minutes

Tuesday, December 15, 2020

9:00 AM

Board Room

**Trustees Present:** Robert Strauss  
Kristine Cassie  
Lorelei Bexte  
Sharon Rutledge  
Debbie Laturnus

**Staff Present:** Dave Driscoll  
Dexter Durfey  
Tom Hamer  
Audrey Kluin  
Joanne Siljak

#### CALL TO ORDER

Chair, Robert Strauss called the meeting to order at 9:00 a.m.

#### ADOPTION OF CONSENT AGENDA

**Resolution # BT20201215 - 01**

**Moved by:** Kristine Cassie

That the Agenda for the December 15, 2020 Regular Board Meeting be approved as presented.

**Carried**

#### MOVE TO IN-CAMERA (9:00 to 10:15 a.m.)

**Resolution # BT20201215 - 02**

**Moved by:** Lorelei Bexte

That the meeting move In-Camera, at 9:02 a.m., pursuant to Section S64(3) of the Education Act, and Division 2 of Part 1 of the Freedom of Information and

Chairperson: \_\_\_\_\_ Secretary Treasurer: \_\_\_\_\_

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**

**Resolution # BT20201215 - 03**

**Moved by:** Debbie Laturnus

That the meeting move Out of In-Camera, at 10:08 a.m.

**Carried**

**Resolution # BT20201215 - 16**

**Moved by:** Lorelei Bexte

That the meeting move In-Camera, at 12:29 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**

**Resolution # BT20201215 - 17**

**Moved by:** Lorelei Bexte

That the meeting move Out of In-Camera, at 1:52 p.m.

**Carried**

**MOTIONS ARISING FROM IN-CAMERA**

**Resolution # BT20201215 - 04**

**Moved by:** Lorelei Bexte

That the Board approve that Administration enter into negotiations with the National Sports School to become an alternative program in Palliser School Division.

**Carried**

**ADOPTION OF BOARD MEETING MINUTES**

Chairperson: \_\_\_\_\_ Secretary Treasurer: \_\_\_\_\_

**Resolution # BT20201215 - 05**

**Moved by:** Sharon Rutledge

That the minutes of the November 24, 2020 meeting of the Palliser Board of Trustees be approved as presented.

**Carried**

**PRESENTATIONS**

**COVID-19 Update**

**Updates**

- To date, we have had 56 confirmed cases of COVID-19. We have had 1029 instances of individuals who were required to quarantine as close contacts.
- Alberta Health Services (AHS) has changed its process for assessing who is a close contact in a school setting. Previously, an entire classroom cohort would generally be considered to be close contacts of any confirmed case, and staff were included in that cohort. Going forward, we understand that teachers and other staff will be considered on a case by case basis. If a teacher or school staff member can confirm they were not within 2 meters of an individual who has a confirmed case for more than 15 minutes cumulative during that individual's infectious period, they would not be considered a close contact and would not be required to quarantine.

**COVID-19 Response Protocols**

- We are continuing to work with our school administrators on reviewing each school's cohort arrangement.
- With the most recent enhanced public health measures, many of our schools have further adapted school-wide celebrations. Division-level groups of our administrators met over the past month to discuss COVID-19 protocols at their schools and how they are adapting school-wide celebrations.
- Many of our schools have had additional AHS inspections to review individual school COVID-19 procedures.

Students in Grades 7-12 can continue to enter the school by appointment. The administration should be commended for the work they have done to mitigate the COVID pandemic in our schools.

**Early Learning Annual Report, 11:00 a.m.**

Shane Cranston and Margaret Vennard joined the meeting and shared the Early Learning Annual Report with the Board.

Moving forward the Board would like to propose a resolution for the Zone and the Provincial ASBA in support of services for early learners. A draft resolution will be shared with the Board for submission to ASBA.

With the dissolving of the RCSD's across the province, the divisions in the south are commended for joining together to provide supports for all students.

New for 2020 – 2021 is that Alberta Education has changed the funding and kindergarten students are no longer part of the Early Learning program. Kindergarten programming is now part of the Specialized Learning Supports budget and provides consistent support throughout a student's entire Kindergarten to Grade 12 experience. Palliser School Division has an amazing team of Early Language Educators.

Chair Strauss thanked Shane and Margaret for the presentation and for their part in supporting the students and staff in the Palliser School Division.

**Resolution # BT20201215 - 11**

**Moved by:** Kristine Cassie

That the Board accept the Early Learning Report as presented.

**Carried**

**International Students Annual Report**

**COVID-19**

COVID-19 has had an impact on the International Student Program with 17 short-term students that either did not travel to Canada or left the program early in the spring of 2020. Seventeen Brazilian students stayed until the end of their program in June 2020 which presented new challenges for the agency finding a repatriation flight home. The Brazilian students left in early July and all were returned safely home. The feedback from all of the students was excellent with many students hoping to return to Canada someday.

**Re-opening Canadian Borders**

Chairperson: \_\_\_\_\_ Secretary Treasurer: \_\_\_\_\_

On October 20, 2020, the Canadian government re-opened our borders to international students and one of our returning Colombian students returned to school to finish his third year of high school and complete his diploma. The pandemic continues to affect enrolments for the 2020-2021 school year with only a dozen students planning to attend Palliser during the spring months. Many of the students who were planning to travel to Canada have canceled.

We are hopeful that the 2021-2022 school year will see a return to previous years' enrolments and there has been some interest from agents looking for student placements.

### **International Student Website**

A separate International Student website was officially launched in the spring of 2020. It is a very useful tool for international agents and students looking for more information about our programs. In addition, the website features an online application form for students and prospective homestay parents that provides real-time information for review and approval.

### **2019-2020 Summary**

- 186 International students from 12 different countries represented
- 2 confirmed outbound program (Chile, Ukraine)
- 3 outbound programs (Germany, France, Japan)
- 11 full year students
- 27 Semester students
- 20 2-4 month students
- 83 1-month students
- 45 1-week students
- 16 schools hosting students

### **2020-2021 Summary**

- 35 International students
- 10 different countries represented 1 reciprocal exchange (France) 4 online agent fairs
- 9 full year students

- 10, 1 semester students
- 6, 2-4 month students
- 0, 1-month Students
- 0, 1-week students
- 10 schools hosting students

### **Outbound and Reciprocal Exchanges**

One student from France participated in a reciprocal exchange in the spring of 2020 and returned home safely in July 2020. The student said the experience was excellent, even in the midst of the pandemic, and loved her Canadian experience. The second half of the exchange will see our Kate Andrews student travel to France in the future to fulfill the exchange.

### **Program Development and Recruitment**

Recruitment agencies were innovative during the pandemic and moved the agent fairs online to continue connecting agencies and school divisions. Palliser participated in 6 virtual recruitment fairs and the connections with the agents have resulted in increased interest for fall 2021 and beyond. We expect that this relationship building will result in additional student recruitment in the coming years.

### **Resolution # BT20201215 - 06**

**Moved by:** Lorelei Bexte

That the Board accept the International Student Report as information.

**Carried**

### **ACTION/DISCUSSION ITEMS**

#### **AP 545 - Naming of Schools**

The Palliser School Division does not have a procedure for the naming of buildings, playgrounds, rooms, etc. A draft document was shared and discussed. Feedback from the public will be gathered and brought back to the Board in January.

#### **Policy Review**

Policy 1 - Role of the Board of Trustees and Policy 23 - Policy Making were shared with school communities in November 2020. Both policies received final approval, will be posted to the Division website and shared with all staff.

Policy 4 - Trustee Protocol was approved for stakeholder input as was Policy 11 - Appeals and Hearings Regarding Student Matters. The draft policies will be posted to the division website and shared with schools and school councils for review.

**Resolution # BT20201215 - 07**

**Moved by:** Kristine Cassie

That the Board approve Policy 1 - Role of the Board of Trustees.

**Carried**

**Resolution # BT20201215 - 08**

**Moved by:** Lorelei Bexte

That the Board approve Policy 23 - Policy Making.

**Carried**

**Resolution # BT20201215 - 09**

**Moved by:** Kristine Cassie

That DRAFT Policy 4 - Trustee Protocol be approved for sharing as discussed and that it be shared with stakeholders for review.

**Carried**

**Resolution # BT202012150 - 10**

**Moved by:** Lorelei Bexte

That DRAFT Policy 11 - Appeals and Hearings Regarding Student Matters be approved for sharing as discussed and that it be shared with stakeholders for review.

**Carried**

**Financial Update**

Cindy Rogers and Dexter Durfey shared the COVID budget and expenditures with the Board. To assist the students and staff during the pandemic Palliser has hired 7.75 Certificated staff, increased custodial staff hours by 4,850 hours, hired an additional four Connections Workers and one additional computer technician. Substitute costs are up 5.5% compared to the same time last year.

Insurance expenses across the province have risen dramatically in the last two years. Palliser has seen an 8% increase in costs for insurance this year. Liability and equipment insurance are the major reasons for the increased expense. It is anticipated that insurance costs will drop.

**Resolution # BT20201215 - 12**

**Moved by:** Debbie Laturus

That the Board accept the Financial Report as presented.

**Carried**

**Board Education Development Plan**

The Board Professional Learning plan was shared with the Trustees.

Suggestions for Palliser Board of Trustees PD Plan

- January 26, 2021 Session: What Boards need to know about Risk
- February 23, 2021 - Indigenous Liaison Presentation. What does truth and reconciliation look like at Palliser School Division - what is the Boards role?
- March 30, 2021- Building Resilience and Leadership in the Context of Crisis & Telework
- April 27, 2021 - Communicating Your Impact: Driving Change with Data, Advocacy - what does this mean - and what is our Board's role? Trends and issues in the education sector. How do we advocate for Palliser, for public education, for system needs?
- May 25, 2021, Governance vs Operations - what exactly does this mean- how do we monitor our one employee.
- June 15, 2021, Session: Reading financial statements - how non-financial Board members can ask good questions
- August 24, 2021, Succession Planning - are we prepared for a new Board - succession of key leadership - how we prepare for this.
- September 28, 2021, Stakeholder Engagement Strategies - role, options, purpose, reporting.
- October 26, 2021, Board Organizational Meeting, Regular Meeting, Trustee Orientation.

Chairperson: \_\_\_\_\_ Secretary Treasurer: \_\_\_\_\_



It is recommended that a series of online courses be developed for trustees in October 2021 following the election.

**Resolution # BT20201215 - 13**

**Moved by:** Kristine Cassie

That the Board accept the Board Professional Learning plan as presented.

**Carried**

**2021-2022 Draft Calendar Presentation**

Associate Superintendent of HR, Audrey Kluin shared the proposed 2021-2022 calendar with the Board. The proposed calendar is in line with the calendars of the divisions that surround Palliser and that is an advantage to families who work in different geographic areas. The first day for students will be September 1, 2021, and their final day will be June 28, 2021. Individual schools will now begin finalizing their calendars in consultation with the school councils and staff.

**Resolution # BT20201215 - 14**

**Moved by:** Debbie Laturus

That the Board accept the 2021-2022 calendar as presented.

**Carried**

**Additional January 2021 Regular Meeting**

A meeting will be held on January 12, 2021, at 12:00 p.m to discuss the National Sports School.

**Resolution # BT20201215 - 15**

**Moved by:** Lorelei Bexte

That a regular meeting of the Palliser Board of Trustees be convened on Tuesday, January 12, 2021 at 12:00 p.m.

**Carried**

**ADJOURNMENT**

Being no further business before the Board, the Chair adjourned the meeting at 1:53 p.m.

Original Signed by Chair

Chairperson

Original Signed by Secretary-Treasurer

Secretary Treasurer

Chairperson: \_\_\_\_\_ Secretary Treasurer: \_\_\_\_\_