

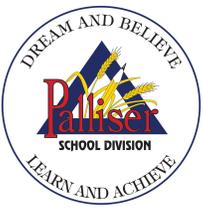


**PALLISER BOARD OF TRUSTEES REGULAR MEETING
AGENDA - BT20210525**

**DATE: May 25, 2021
9:00 a.m - Virtual**
meet.google.com/tim-tzbi-svd

-
- 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 (9:00 TO 10:15 A.M.)**
 - 4. MOTIONS ARISING FROM IN-CAMERA**
 - 5. ADOPTION OF BOARD MEETING MINUTES**
[Minutes from the April 27, 2021 Meeting of the Palliser Board of Trustees](#)
 - 6. CITIZEN'S FORUM**
A citizen's forum shall be scheduled for 10:45 A.M. for the purpose of allowing individuals to address the Board.
 - 6.1. Individuals shall be required to identify themselves and the organization that they represent.
 - 6.2. Comments shall be limited to a maximum of five (5) minutes and subject to the authority of the Chair The Board will not entertain discussions on personnel, legal, labour or land matters.
 - 6.3. Trustees shall be permitted to ask questions of clarification.
 - 7. PRESENTATIONS**
 - 7.1. [COVID Update](#)
 - 7.2. [English as a Second Language Report](#)
 - 7.3. [Inclusive Education Report](#)
 - 8. INFORMATION ITEMS**
 - 8.1. **[*SUPERINTENDENT'S REPORT](#)**
Attached as information is the Superintendent's monthly activities report.
 - 8.2. **[*SECRETARY-TREASURER'S REPORT](#)**
Attached as information is the Secretary Treasurer's monthly activities report.
 - 8.3. **[*ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT](#)**
Attached as information is the Associate Superintendent's monthly activities report.
 - 8.4. **[*DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT](#)**
Attached as information is the Deputy Superintendent's monthly activities report.
 - 8.5. ***TRUSTEE REPORTS**
Attached as information are the Trustees' monthly activities report.
 - 8.5.1. [Sharon Rutledge](#)
 - 8.6. ***SCHOOL FIELD TRIP REPORT**
Due to COVID-19 all international or out-of-province school trips have been postponed at this time.

9. ACTION/DISCUSSION ITEMS
 - 9.1. [2021-2022 Budget Approval](#)
 - 9.2. [Palliser School Division Four Year Plan 2021-2025, Year One](#)
 - 9.3. [Policy Review](#)
 - 9.4. [Provincial Student Transportation Task Force Report](#)
 - 9.5. [Board of Trustee Orientation](#)
10. ADJOURNMENT



**PALLISER BOARD OF TRUSTEES REGULAR MEETING
DRAFT MINUTES - BT20210427**

DATE: April 27, 2021

Trustees in Attendance: Robert Strauss, Board Chair
Lorelei Bexte, Board Vice-Chair
Kristine Cassie, Trustee
Debbie Laturnus, Trustee
Sharon Rutledge, Trustee

Staff in Attendance: Dave Driscoll, Superintendent
Tom Hamer, Deputy Superintendent
Audrey Kluin, Associate Superintendent
Dexter Durfey, Secretary-Treasurer

Recording: Joanne Siljak

1. CALL TO ORDER

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

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20210427 - 01

Moved by: Debbie Laturnus

That the agenda for the April 27, 2021 meeting be approved as amended.

Add: 9.5 Edwin Parr Awards Update

CARRIED.

3. MOVE TO IN-CAMERA

Resolution # BT20210427 - 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 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 # BT20210427 - 03

Moved by: Kristine Cassie

That the meeting move out of in-camera at 10:43 a.m.

CARRIED



4. MOTIONS ARISING FROM IN-CAMERA

There were no motions arising from In-Camera.

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20210427 - 04

Moved by: Lorelei Bexte

That the minutes of the March 30, 2021 meeting of the Palliser Board of Trustees be approved as presented.

CARRIED

6. CITIZEN'S FORUM

The ATA requested that draft policies and the current policy be displayed together on the policy input page of the website.

7. PRESENTATIONS

7.1. COVID -19 Update

As of April 18th, Palliser has had a total of 176 confirmed cases of COVID-19 amongst staff and students. We have had 2,858 instances of students and 282 instances of staff who were required to quarantine as close contacts. As of April 18th, there are 44 students and 7 staff who are presently required to quarantine as close contacts.

Contact Tracing

With an increasing number of COVID-19 variants of concern, AHS will recommend that all close contacts be tested twice during their quarantine period. AHS was formerly sending a second notification to close contacts of any variant case. They will only send this notification now in some instances.

COVID-19 Mandatory Restrictions

Despite the return to Step 1, measures on extracurricular athletics and performance activities continue to apply as below.

Physical education, band, and drama classes are permitted to continue.

Group activities beyond physical education are allowed subject to continued restrictions that do not allow for games and a minimum distance between participants of 2 metres indoors and 3 metres outdoors. These activities allow for a maximum of 10 total individuals, including all coaches, trainers, and participants.

No large gatherings that would involve In-person assemblies and performances such as concerts are permitted.

Off-site facilities to support curriculum-related educational activities such as field trips as part of a course are permitted.

On April 19th, additional measures came into effect for Grade 7 to 12 youth in Calgary.

All youth indoor sport and recreation activities that are not part of a school program (for example, physical education) are not permitted for Grade 7 to 12 youth in the Municipality of Calgary, effective April 19th.

Extra-curricular performance activities are not permitted for Grade 7 to 12 youth in the Municipality of Calgary, effective April 19th.



Rapid Screening Test Program

With the announcement expanding rapid screening testing in schools, schools may be selected in consultation with the division to participate based on a variety of factors, including the prevalence of COVID-19 in the school or community and whether a school has had multiple outbreaks or school-acquired cases since the start of the school year.

For participating schools, rapid screening tests will be optional for staff and students, and signed consent forms will be required for testing. The rapid screening tests may be offered up to two times at participating schools. More information on the process can be found at [Rapid Screening tests - School program](#). There are no schools in Palliser that are participating in the rapid testing program at this time. This will depend on the number of cases in the school. AHS will make the division aware of the testing beforehand.

We continue to work closely with school administrators to ensure that they are supported and aware of the changes in COVID protocols as they occur. Palliser is not experiencing a shortage of substitute teachers and therefore do not require a move to online learning. We have fewer staff becoming close contacts.

AHS will update the recommendations and stipulations for school graduations. Schools have begun planning the ceremonies and will follow all AHS guidelines.

Dr. Browning was thanked for his presentation and his support for the staff and students in the division.

Resolution # BT20210427 - 05

Moved by: Kristine Cassie

That the COVID Update be approved as presented.

CARRIED

8. INFORMATION ITEMS

8.1. *SUPERINTENDENT'S REPORT

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

8.2. *SECRETARY-TREASURER'S REPORT

Attached as information is the Secretary Treasurer's monthly activities report.

8.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

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

8.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT

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

8.5. *TRUSTEE REPORTS

Attached to the agenda were the Trustees' monthly activities reports.

8.6. *SCHOOL FIELD TRIP REPORT

Due to COVID-19 all international or out-of-province school trips have been



postponed at this time.

9. ACTION/DISCUSSION ITEMS

9.1. Capital Plan

Earlier this year the government approved building a new high school in Coaldale. This was the Board's number one priority in the Capital Plan. Coalhurst High School, County Central High School, and Sunnyside School are the top three schools identified by the Board as needing a face-lift. Administration provided the trustees with data about the schools in Vulcan and Coalhurst as well population trends.

Resolution # BT20210427 - 06

Moved by: Kristine Cassie

That the Board approved the submission of the Ten Year Planning Priorities (2021 - 2031) and the Three Year Capital Plan (2021 - 2024) with the high school in Coalhurst listed as the first priority and the high school in Vulcan as second priority as discussed.

CARRIED

9.2. Policy Review

Policy development and review is a governance responsibility of the Palliser School Division. An effective policy development and review process assists the Board in governing the school division effectively. Over this school year, the trustees will have reviewed each of the policies.

Resolution # BT20210427 - 07

Moved by: Debbie Laturnus

That the Board approve the deletion of Policy 14 - Trustee Accountability as the contents are included in Policy 4 - Trustee Code of Conduct Sanctions.

CARRIED

Resolution # BT20210427 - 08

Moved by: Kristine Cassie

That DRAFT Policy 24 - Board Delegation of Authority be brought back to the Board for discussion at the May 2021 meeting.

CARRIED

9.3. Draft Curriculum Discussion

Administration has had discussions with the Ministry, school administration, surveyed teaching staff and have heard from parents. The survey results were shared with the Board. Parents have contacted the Board with concerns about the curriculum. Senior Administration and some principals attended an Alberta Education briefing on the new curriculum roll-out. The curriculum has been a very controversial topic in many communities.



Chair Strauss thanked the administration for asking teachers and staff to share their thoughts and doing their due diligence. The Board thanked the Administration for allowing the time for input from all stakeholders.

Resolution # BT20210427 - 09

Moved by: Kristine Cassie

That the Board send notice to the Minister of Education that the Palliser School Division will not pilot the draft curriculum as presented. The memo will be shared with the public following the letter to the Minister of Education.

CARRIED

9.4. **Trustee PD Risk Management**

Why should the Board be concerned with risk management? Trustees reviewed the Board's responsibilities for risk management.

Resolution # BT20210427 - 10

Moved by: Debbie Laturnus

That the Board receive the presentation as presented.

CARRIED

9.5. **Edwin Parr Update**

The ceremony will proceed on May 19, 2021 and will be held virtually. The Board will provide a meal for the candidate and his family. The Zone is sending each candidate a gift as well.

10. **Resolution # BT20210427 -11**

Moved by: Kristine Cassie

That the meeting move In-Camera, at 12:30 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 # BT20210427 - 12

Moved by: Lorelei Bexte

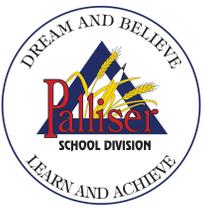
That the meeting move out of in-camera at 1:37 p.m.

CARRIED

11. **ADJOURNMENT**

Being no further business before the Board, the Chair adjourned the meeting at 1:38 p.m.





Memorandum

May 25, 2021

To: Board of Trustees

From: Dr. Adam Browning, Director of Learning

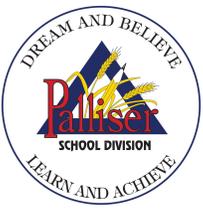
RE: Covid-19 Update

Background

Dr. Adam Browning will update the Board on the status of Palliser schools during the COVID pandemic. Report follows.

Recommendations

That this report be received as information.



COVID-19 Response - May 18, 2021

Updates

- As of May 18th, we have had 228 confirmed cases of COVID-19 amongst staff and students. We have had 3,843 instances of students and 309 instances of staff who were required to quarantine as close contacts. More details on the confirmed cases and close contacts by weeks are available in the graphs on page 2.
- As of May 18th, we have 76 students and 8 staff who are presently required to quarantine as close contacts.

COVID-19 Response

We have updated our COVID-19 Response Process to address changes in the guidance on responding to cases in school settings and an increasing number of cases that are reported to school administrators prior to us hearing from AHS. We have reviewed these changes with administrators, as well as the process for school closures.

With recent updates to the Guidance for School Re-entry and changes to several other school guidance documents, our Palliser COVID-19 School Guidance Document will reflect these updates. This will include updated guidance for libraries, sports and physical activity.

COVID-19 Guidance and Graduations

Recent updates to the Guidance for School Re-entry have included some parameters for graduations, which includes that:

- All graduating students must be from the same school.
- All graduating students must stay with their classroom cohorts with a minimum 2 metre distance from all individuals who are not part of their classroom cohort.
- Attendance at in-school graduation ceremonies must be limited to graduating students and school staff (e.g., no in-person audience allowed).
- The graduation event does not include performance activities.
- Virtual graduation ceremony options should be considered.

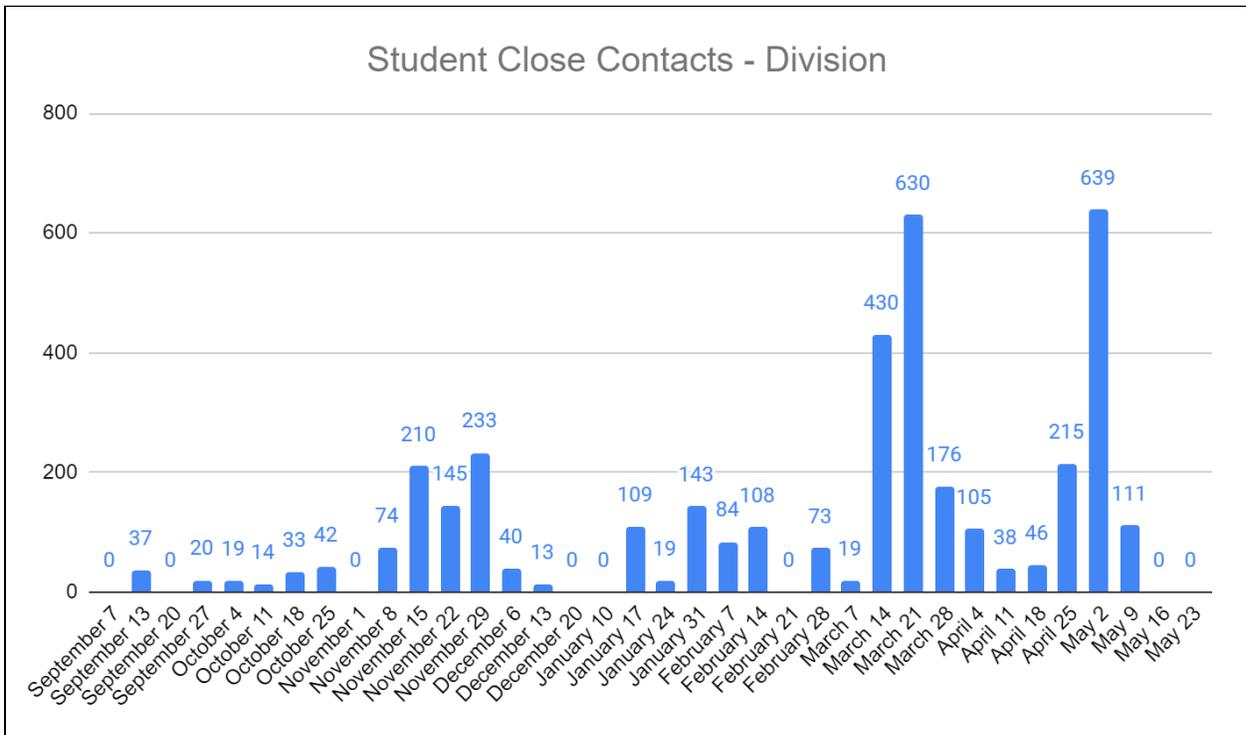
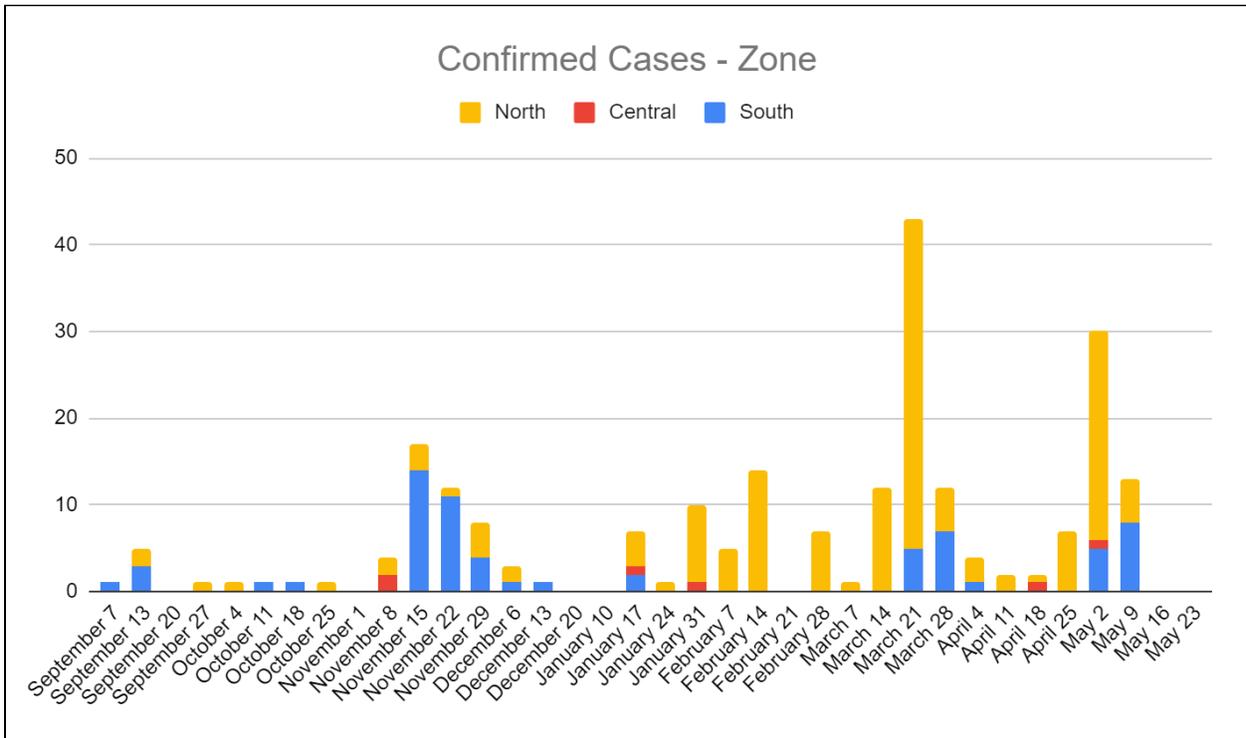
The overarching rules for graduation activities will come from the enhanced public health measures under outdoor social gatherings and performance activities.

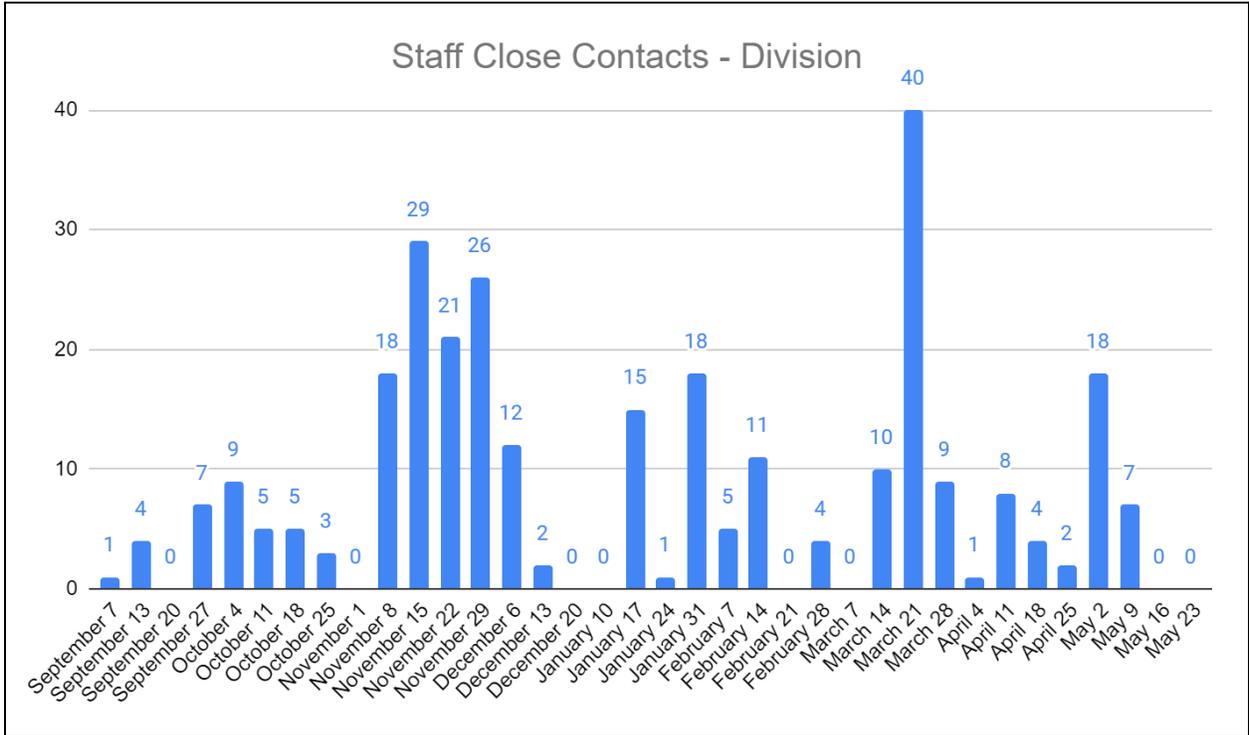
Rapid Screening Test Program

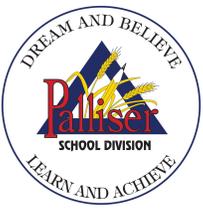
We met with a team responsible for coordinating rapid screening tests in schools and administration from Calgary Islamic School - Akram Jomaa Campus to set up rapid screening testing at the school in early May.



COVID-19 Information







Memorandum

May 25, 2021

To: Board of Trustees

From: Dr. Adam Browning, Director of Learning

RE: English as a Second Language Report

Background

Dr. Adam Browning will provide the Board with the English as a Second Language Report. Report follows.

Recommendations

That this report be received as information.



ELL Annual Report 2020-2021

Highlights

- We currently have 3,292 identified English Language Learners (ELLs) enrolled in Palliser schools. This is an increase of 137 students from 2019-2020.
- During the 2020-2021 School year, \$2,246,068 was funded for ELL students with eligible years of funding. A total of 8.25 FTE teaching staff and 28,1720 support staff hours were allocated to Palliser schools specifically for ELL support.

2021-2022 Key Actions

- We will continue to focus on key areas of literacy and language: oral language and vocabulary, content area literacy, and balanced literacy.
- We will support collaborative professional development opportunities amongst schools with professional development based shared goals and instructional programs.
- We will additionally support students and schools with a 0.5 FTE coordinator position dedicated to ELL.

Professional Learning

Palliser has coordinated professional learning opportunities in conjunctions with other school divisions specific to English language learning. We have continued to routinely offer professional development on using the Alberta ESL Benchmarks as a formative assessment tool. As Alberta Education changed funding requirements for the assessment of the Alberta ESL Benchmarks, we have supported all schools to ensure we meet funding requirements and that teachers continue to embed language assessment within their practice as opposed to stand-alone standardized assessments. We have also continued to offer professional development for staff specific to the diverse groups of learners we support, and we have extended our focus on literacy and language for ELLs to support more academic uses of English across subjects.

Throughout the year, we planned professional learning directly with administrators and learning support teachers of schools with large ELL populations. We continue to plan ongoing collaborative opportunities for professional learning at the division level and between schools to better our professional learning opportunities.

Programs

We established an ELL assessment team to better support early language assessment and reporting outcomes for ELLs. As a result, we led the development of an early language assessment being shared with other school divisions and Alberta Education. We also revised some reporting standards to give more flexibility to teachers when a student's language proficiency impacts their achievement in courses.

We continue to support offering ELL Locally Developed Courses as stand alone courses or in an integrated setting. This is helping to ensure students receive credits while obtaining the level of English proficiency necessary for High School courses.



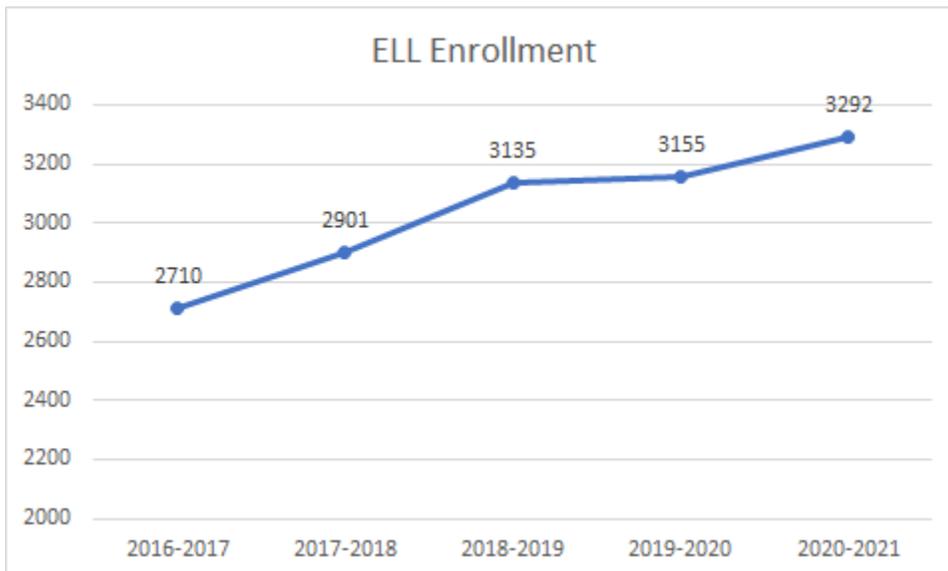
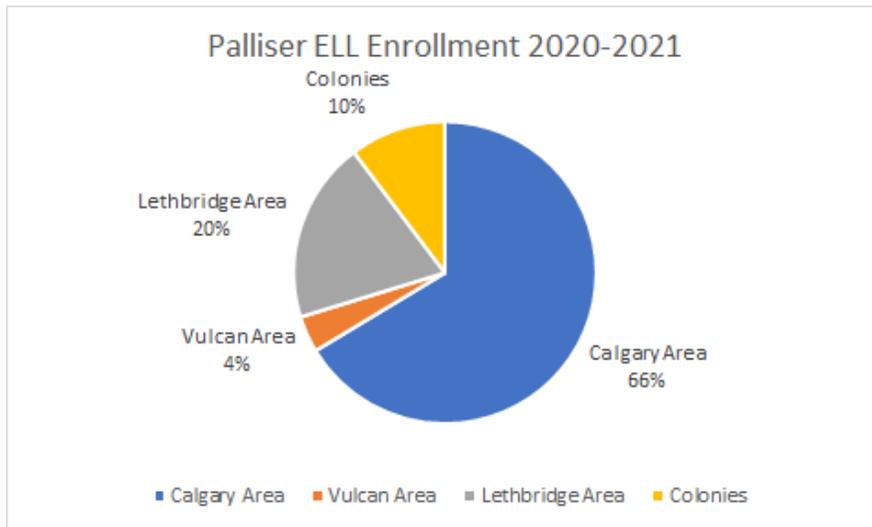
We have continued to analyze multi year trends with literacy, provincial achievement tests and diploma exams for ELL students across the division. In regards to reading, ELL students are performing at the same level as non ELL students in Grade 6 and Grade 9. We continue to see discrepancies in achievement between ELL students and non ELL students in Language Arts and Mathematics.

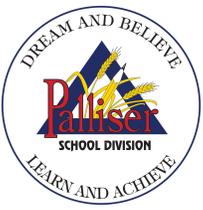
Partnerships

We have continued to engage multiple agencies to support newcomer families and professional development to support diversity. We have regularly utilized services through Lethbridge Family Services and Calgary Catholic Immigration Society to support newcomer families.

Student Enrollment

We currently have 2180 ELL students in Calgary area schools, 639 ELL students in Lethbridge area schools, 128 ELL students in Vulcan Area schools, and 338 ELL students in colony schools.





Memorandum

May 25, 2021

To: Board of Trustees

From: Shane Cranston, Director of Learning

RE: Inclusive Education Report

Background

Shane Cranston will provide the Board with the Inclusive Education Report. Report follows.

Recommendations

That this report be received as information.



Inclusive Education Annual Report 2020-2021

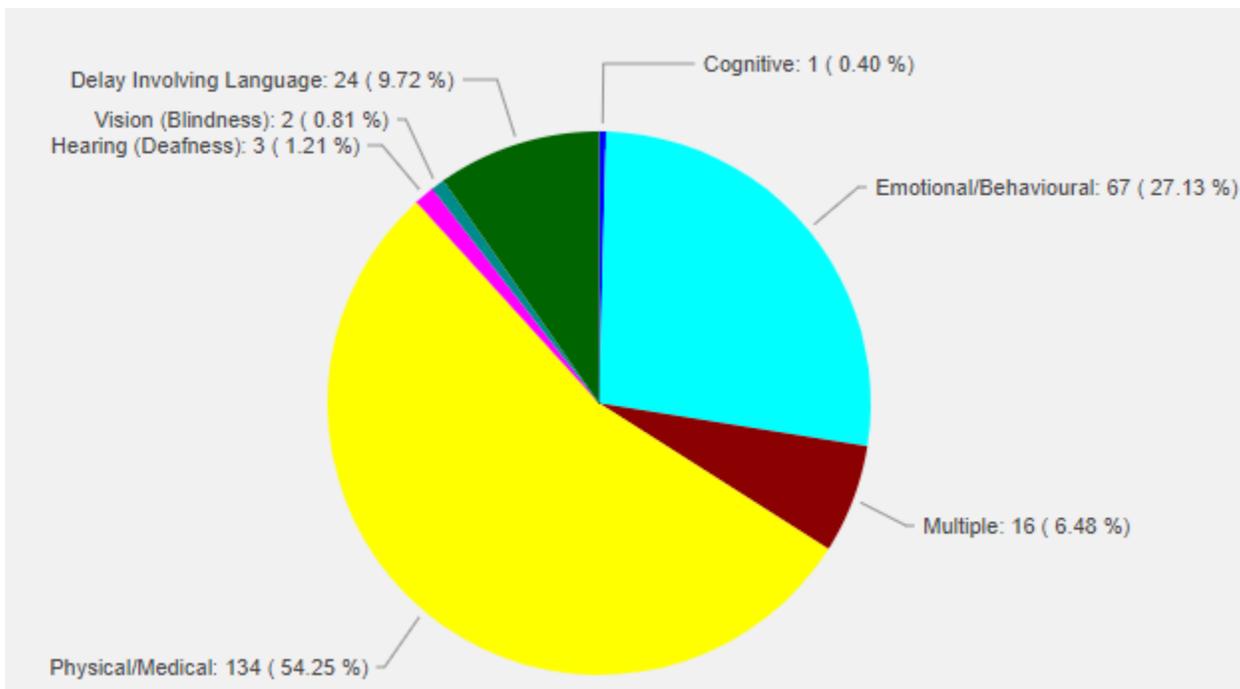
Inclusive Education Team:

- Learning Support Teachers (19 FTE)
- Behaviour Specialist
- Coordinator of Early Learning
- 2 speech pathologists
- SLP/OT/PT (contracted)
- Educational psychologists (contracted)
- Director of Learning
- Associate Superintendent of Learning Services

Background Information:

- Within our Division there are 917 coded students
- Severe coded students: 247
- Mild/moderate students: 644
- Gifted and Talented: 26

Severe Coding Breakdown



Key Supports and Services:

- Support students in their academic endeavours.
- Partnerships with community including RCSD/FCSS/AHS/Human Services
- Build capacity in staff to support inclusive practices



Budget

Inclusive education: \$7 687 055

- \$4 million to support staff
- \$1 million to certificated staff
- \$2 million to Mental health supports
- \$500 000 to specialized supports

Highlights of the Past Year:

- Maintaining high level of service throughout transitions between home and school
- Providing services virtually
- Successful capacity building through ongoing, virtual learning opportunities
- Successful transition from RCSD to SWCSS
- The May 2020 Alberta Education Accountability Pillar

Measure	Alberta			Measure Evaluation
	Current Result	Prev Year Result	Prev 3 Year Average	Improvement
Student Inclusion	86.5	86.2	86.2	Improved Significantly
Supported Families	84.9	84.9	84.8	Maintained
Coordinated Supports and Services	n/a	n/a	n/a	n/a

Challenges of the Past Year:

- Transitioning back and forth between home and school for our students with needs
- Transition in specialized services from Alberta Health to contracting (SLP/OT/PT)
- Greater number of non attending students

Opportunities

- Assurance Framework
- Budget: Changes to the funding model and additional coding (code 48)
- Capacity building with classroom staff: specifically related to rehabilitation services
- Diversity and Anti Racism focus

Mental Health Annual Report: 2020-2021

WELLNESS GOAL - Palliser students will become literate in mental health, gaining knowledge and understanding that will provide them confidence and support in their pursuit of living a healthy life.

Mental Health Team

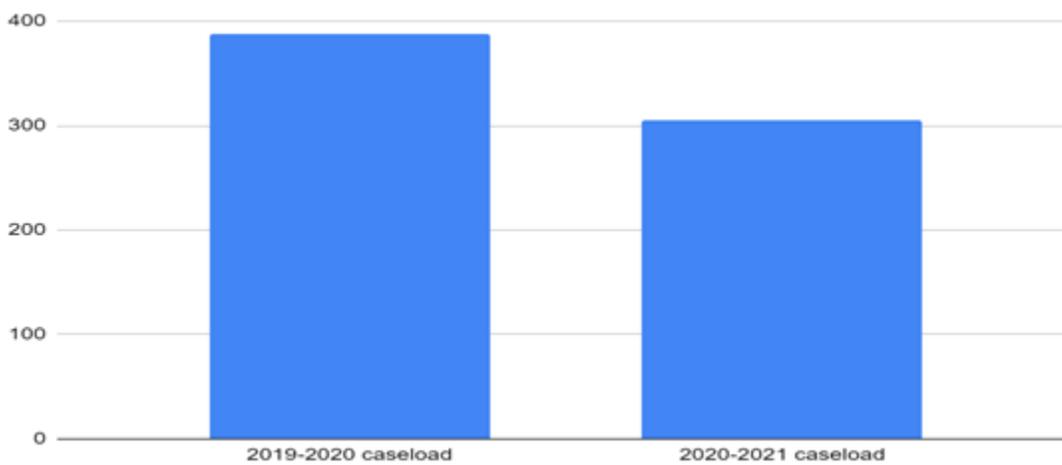
- Coordinator of Counseling (vacant)
- 12 Family School Liaison Counsellors (11 FTE)
- 6 Family Connections Worker (5 FTE)



Key Supports and Services:

- Support students in wellness, particularly mental health
- Coordinator of Counseling along with the team of Family School Liaison Counsellors (FSLCs) provide one to one and group counselling to students in areas such as anxiety, trauma, grief and a multitude of other areas
- Assess student threat of violence
- Support Schools through responding to crisis.
- Support families with attendance issues
- Family Connections Worker liaisons between families, schools and community

Number of students on caseload



Highlights of the Past Year:

- Making Connections Workers up to 5 FTE
- Over \$35000 in successful grant application (nutrition/outdoor classroom etc.)
- Social Emotional Learning resources in 21 schools
- New threat assessment framework in place: Administration/FSLC/MCW all trained

Opportunities

- Ensuring mental health supports are in place for students after a challenging year
- Continued emphasis on mental health promotion and prevention
- Continued emphasis on collaboration with community partners





Dave Driscoll, Superintendent
Board Meeting Date: May 25, 2021

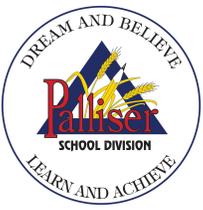
HIGHLIGHTS

- Participated in the weekly SALT meetings.
- Attended the Administration Council meetings, virtual.
- Participated in the CAPSi executive and board meetings, virtual.
- Worked with schools and Alberta Health Services on matters dealing with COVID-19.
- Participated in CAPSi Board of Directors meeting and Student mental health committee, virtual.
- Assessment PD.
- Participated in organizing meeting of AAPS-I.
- Draft Curriculum discussions with the Deputy Minister, virtual.
- Participated in discussions with the Deputy Minister re: online schooling.
- Participated in Superintendent's Student Leadership Meeting with Minister Aheer.
- Participated in PD session - Workplace Wellness.
- Participated in PD session - Restorative Response to Racism.
- Participated in budget discussions for the 2021-2022 school year.
- Virtual meetings with school principals regarding school goals and growth plans.
- Participated in the TEBA Engagement session.
- Participated in staffing interviews for principals.
- Attended Coaldale school design and construction meeting.
- School Visits.
- Staff Evaluations.

AREAS OF EMPHASIS FOR NEXT MONTH

- Participate in the weekly SALT meeting.
- Attend the virtual Admin Council meeting.
- Continue working with schools and Alberta Health Services on matters dealing with COVID-19.
- Participate in the CAPSi Board meeting.
- Participate in CASSIX Spring meetings.
- TEBA Engagement session.
- ASBA Spring AGM.
- Attend Assurance Framework PD sessions.
- Participate in organizing meeting of AAPS-I.
- Graduations.
- CAPSi conference and Board of Directors meeting.
- Coaldale school design and construction meetings.
- 2021-2022 budget discussions.
- Virtual meetings with school principals regarding school goals and growth plans.
- School visits
- Staff Evaluations





Dexter Durfey, Secretary Treasurer
Board Meeting Date: May 25, 2021

HIGHLIGHTS

- Meeting with the ARMIC Risk Management team.
 - Participated in the ASBOA Executive meeting, virtual.
 - Participating in the Student Transportation Provincial Task Force meetings.
 - Participated in the regular meeting with Minister LaGrange, virtual
 - Participate in the "4 Partners" monthly teleconference meeting.
 - Attended meetings with Alberta Capital Planning.
 - Participated in the weekly SALT meetings.
 - Participated in the Palliser Admin Council meeting.
 - Continue 2021-2022 budget work.
 - Participated in the Coaldale school design meeting.
 - Continue discussions with local municipalities.
 - Meeting with National Sport School representatives.
 - Participated in TEBA Engagement sessions.
 - Attended PD session- Human Rights in the Education Sector.
 - Attended the ASBOA Zone 4 meeting.
 - Continue to work with ASBOA to become a professional organization.
 - School visits.
 - Met with the Minister of Education LaGrange regarding COVID.
 - Attended professional growth opportunities through ARMIC.
-

AREAS OF EMPHASIS FOR NEXT MONTH

- Continue with ARMIC Executive Management meetings
- Join the "4 Partners" monthly teleconference meeting.
- TEBA Engagement session.
- Graduations.
- PD Session - Environmental Matters Affecting Schools.
- Coaldale school design and construction meetings.
- Participate in the weekly SALT meeting.
- Participate in the Admin Council Meeting.





Audrey Kluin, Human Resources

Board Meeting Date: May 25, 2021

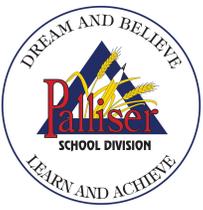
HIGHLIGHTS

- Continue staffing discussions with administrators.
 - Reviewing Leaves
 - Evaluations
 - Participated in bi-weekly HR staff meetings.
 - Participated in the Admin Council meeting, virtual.
 - Participated in the weekly SALT meeting.
 - Participated in Admin Procedure Review.
 - Attended the TEBA engagement session.
 - Attended the Edwin Parr celebration virtually.
 - Attended the Palliser Societies meeting.
 - Budget discussions.
 - School visits.
 - Staffing interviews.
 - School Council Meetings
 - Sports Council/Advisory Meetings
 - HR Support
 - Onboarding of Staff
-

AREAS OF EMPHASIS FOR NEXT MONTH

- 2021-2022 budget discussions.
- Reviewing Contracts.
- Continuing staffing discussions with administrators.
- Attend the CASSIX Spring.
- TEBA Engagement session.
- Human Resources department bi-weekly meeting.
- Reviewing Leaves.
- Reviewing Evaluations.
- Graduations.
- Attend School council meetings.
- Attend Admin Council meeting
- Staff Hiring.
- Engagement Platform Support.





Tom Hamer, Deputy Superintendent, Learning Services

Board Meeting Date: May 25, 2021

HIGHLIGHTS

- Participated in the weekly SALT meetings.
 - Attended the Administration Council meetings, virtual.
 - Participated in the monthly meeting with the Technology team and continue the monthly one-on-one meetings with team members.
 - Continue meeting with the National Sports School as they transition to Palliser.
 - Participated in the Technology strategic planning sessions.
 - Attended assessment PD.
 - Continue staff evaluations.
 - Continue tender review of the fleet copier RFP.
 - Virtual meeting regarding document storage solutions for SRB.
 - Attended the CAPSi virtual conference.
 - Attended school council meetings.
 - Participated in SAPDC - Math Advisory meeting.
 - Participated in budget discussions.
 - Division Assurance Report.
 - AAPS-i website conversation.
 - Staffing interviews.
 - School visits.
 - Continue work with International Student recruitment.
-

AREAS OF EMPHASIS FOR NEXT MONTH

- Participate in the weekly SALT meetings.
- Attend the Administration Council meetings, virtual.
- Budget discussions.
- Participated in the monthly meeting with the Technology team and continue the monthly one-on-one meetings with team members.
- CAPSi virtual meetings.
- Graduations.
- Reviewing Evaluations.
- AAPS-i meetings
- Attend school council meetings.
- Attend the CASSIX Spring conference.
- Review software for websites, student information systems, and HR and business practices.



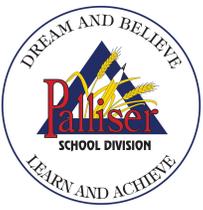


SHARON RUTLEDGE

TRUSTEE ACTIVITIES FOR APRIL 2021

DATE	PURPOSE	LOCATION	DESCRIPTION	COMMENTS
April 19, 2021	Virtual P/C Meeting Next Mtg. Mon May 3, @ 3:45	DDS in Picture Butte	14 in attendance Trustee Report from March Bd Mtg. No COVID cases in DDS Outdoor Classroom in memory of Don Boras estimated cost \$8,000 Palliser has offered to do concrete work.	Scientists in school Gr. 3, but would like to see in all grades. Excellent. Rocks & Rings introduced for 1 week In conjunction with Central Office, plan to do assessment in lieu of report cards. (on-line vs. paper copy) Year End Field Trips not possible
April 20, 2021	Virtual P/C Meeting Next mtg. Tues May 18, @7:00	JEEs in Coaldale	10 in attendance Trustee Report from March Bd. Mtg. Mentioned that a meeting has been called for Friday April 23 for Central Admin & Board to discuss the draft.	Biggest concern is the Draft Curriculum Teachers and parents anxious to know if Palliser will be piloting the curriculum.
April 21, 2021	Virtual P/C Meeting Next mtg. Wed May 19 @7:00	JDS in Coaldale	5 in attendance (Dan, Crystal, 2 trustees, and 1 parent) Trustee report presented. Registrations open for Pre-school & kindergarten (very low responses) Planning Grad celebrations for 11 students on Fridays in June. School purchased Grad hats as souvenirs.	Alberta Ed. Survey for parents (Gr 4-12) Dan available to help with survey ?'s P/T interviews completed. Sports Day in June with safe activities in cohorts, following AHS guidelines. JDS teachers' PD in May focus on math . Fundraising for possible Field Trip to Waterton?
April 23, 2021	Virtual Meeting	Senior admin and Board	Discussion: Draft Curriculum K- 6 Approval for Final Palliser direction of draft at Bd. Mtg.	Staff comments reviewed, by Board and senior admin, of pros vs cons. A letter, being prepared by Senior Admin Team, of Palliser's final statement on proposed Draft Curriculum, to be presented at Bd. Mtg. on Tuesday.
April 27, 2021	Virtual Meeting	Senior admin and Board	Regular and in-camera meeting Palliser will not pilot the draft curriculum. (On website Apr 27)	Discussions on Draft K-6 Curriculum, Three Year Capital Plan and Board Policy Update.
April 27, 2021	Virtual Meeting	Board Teacher Advisory Mtg.	Presentation by teacher members, to the Board, of staff and schools concerns.	Concerns expressed by teachers' on Draft Curriculum, staff wellness, vaccine rollout, Friday's PD sessions, Opening Day schedule and joint barbecue appreciation event.
April 26, 2021	Virtual ASBA Speakers' Corner 90 minute presentation	Mr. Kevin Cameron EXCELLENT	Topic: Managing the Social & Emotional Impact of COVID Speaker expert in traumatic stress, threat response, family & marriage counsellor, developed VTRA & TES	Trauma intensifies human dynamics. High anxiety causes greater symptoms Introverts handle quarantine better than extroverts. Kids delay responses after pandemic. Need reasonable expectations for learning in reconnecting with school





Memorandum

May 25, 2021

To: Board of Trustees

From: Dexter Durfey, Secretary Treasurer

RE: 2021-2022 Budget Approval

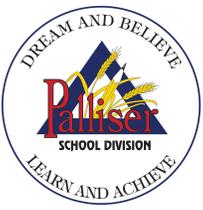
Background

The 2021-2022 budget for the Palliser School Division was shared with the Board prior to the meeting. The Board will review the budget before submitting it to Alberta Education.

Recommendations

That the 2021-2022 budget for the Palliser School Division be approved as discussed, forwarded to Alberta Education and posted to the division website.





Memorandum

May 25, 2021

To: Board of Trustees

From: Tom Hamer, Deputy Superintendent

RE: **Palliser School Division Four Year Plan 2021-2025, Year One**

Background

The Palliser School Division Four Year Plan 2021-2025, Year One will be shared with the Board prior to the meeting for trustee review. The report is a summary of the goals and objectives for the division. The Board will provide input into the plan before it is submitted to Alberta Education.

Recommendations

That the Board approve the Palliser School Division Four Year Plan 2021-2025, Year One as presented.





Memorandum

May 25, 2021

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Policy Review

Background

The following policies will be reviewed.

[Policy 24 - Board Delegation of Authority - CURRENT](#)
[Policy 24 - Board Delegation of Authority - Suggested edits](#)
[DRAFT Policy 24 - Board Delegation of Authority](#)

[Policy 6 - Managing Board of Trustees Annual Plan](#)
[Policy 7 - Monitoring Board of Trustee Performance](#)
[Policy 17 - Student Achievement](#)
[Policy 1 - Role of the Board of Trustees](#)

[Policy 2 - Role of the Superintendent - CURRENT](#)
[Draft Policy 2 - Role of the Superintendent](#)
[Policy 8 - Monitoring and Evaluation of the Superintendent](#)

Recommendations

That Draft Policy 24 be approved for sharing as discussed and that it be shared with stakeholders for review.

That Policy 2 - Role of the Superintendent be approved for sharing as discussed and that it be shared with stakeholders for review.

That Policy 6 - Managing Board of Trustees Annual Plan, and Policy 17 - Student Achievement be deleted as these are covered in Policy 1 - Role of the Board of Trustees.

That Policy 7 - Monitoring Board of Trustee Performance be incorporated into Policy 1 - Role of the Board of Trustees and then deleted.

That Policy 8 - Monitoring and Evaluation of the Superintendent be incorporated into Policy 2 - Role of the Superintendent and then deleted.





Memorandum

May 25, 2021

To: Board of Trustees

From: Dexter Durfey, Secretary-Treasurer

RE: Provincial Student Transportation Task Force Report

Background

The Student Transportation Task Force was created in 2020 to review student transportation across the province. Alberta's government held 74 meetings with school authorities and other stakeholders and heard from Albertans through written submissions, emails, surveys and meetings. The task force provided its recommendations to the government in late 2020 in a [report](#).

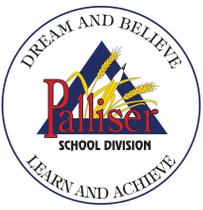
These recommendations are focused in the following areas:

- Mandatory Entry Level Training (MELT)
- Service Delivery Model
- Funding Model
- School Bus Safety
- Transportation for Students Who Require Specialized Supports and Services
- Regional Cooperation Between School Jurisdictions
- Current Eligibility Criteria, Fees and Ride Times
- Provincial Purchasing

Based on the valuable work of the Student Transportation Task Force, Alberta Education has a plan to make improvements to student transportation while ensuring the safety of both drivers and students.

The first phase of the K-12 student transportation action plan begins immediately. Two audit teams will review the student transportation operations of up to 15 school divisions by fall. A joint working group of provincial government and task force members will also be established to further discuss student transportation issues, including concerns with the Mandatory Entry Level Training Program and school bus flybys.

The second phase, to begin by September, includes work to enhance regional cooperation among school divisions. It will also examine a provincial purchasing program for buses, fuel, insurance and parts. As part of the third phase, Alberta's government will complete a new student transportation-funding model to be used during the [2022-23](#) or [2023-24](#) school year. This work will be completed by September 2022.

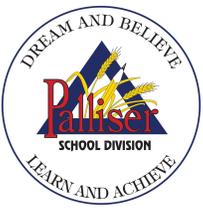


Budget 2021 funding for K-12 student transportation in the 2021/22 school year will be \$310 million. This means that provincial investment in K-12 student transportation is more than \$1.6 million per school day. Student transportation funding continues to support a safe transportation system for more than 300,000 K-12 students across Alberta.

Recommendations

That this report be received as information.





Memorandum

May 25, 2021

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Board of Trustee Orientation

Background

The Municipal Elections will be held on October 18, 2021 and a new Board of Trustees will be elected. An orientation will be scheduled for the trustees. Items that should be addressed include:

- Policies - all the policies will have been reviewed during this past term. New trustees should be aware of Board and administrative governance.
- Risk Management - The PD presentation on risk management.

The opportunity to discuss what new trustees will need to know will be had.

Recommendations

That the Board directs Administration to prepare an orientation program for the Board of Trustees following the October election.

