



# MINUTES

**BOARD OF TRUSTEES OF THE PALLISER SCHOOL DIVISION  
REGULAR MEETING  
BT20230214**

**DATE: Tuesday, February 14, 2023  
9:00 a.m - Palliser Meeting Room C**

**Trustees in Attendance:** Trustee Lorelei Bexte, Chair  
Trustee Tony Montana, Vice-Chair  
Trustee Debbie Laturus  
Trustee Mike Oliver  
Trustee Sharon Rutledge  
Trustee Louise Schmidt

**Staff in Attendance:** Dave Driscoll, Superintendent  
Dexter Durfey, Secretary Treasurer  
Tom Hamer, Deputy Superintendent

**Recording:** Michelle Taylor

**1. CALL TO ORDER**

Chair, Lorelei Bexte, called the meeting to order at 9:05 a.m.

**2. ADOPTION OF CONSENT AGENDA**

8.2 Budget Assumptions was removed from the agenda and 8.6 Change to April Regular Meeting Date was added to the agenda

**Resolution # BT20230214 - 01**

**Moved by: Trustee Tony Montana**

That the agenda be adopted as amended.

**CARRIED**

**3. MOVE TO *IN-CAMERA***

**Resolution # BT20230214 - 02**

**Moved by: Trustee Debbie Laturus**

That the meeting move *In-Camera*, at 9:07 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

Chairperson: *Lorelei E Bexte*

Secretary Treasurer: *[Signature]*

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 # BT20230214 - 03**

**Moved by: Trustee Mike Oliver**

That the meeting move out of *in-camera* at 10:24 a.m.

**CARRIED**

**4. MOTIONS ARISING FROM IN-CAMERA**

There were no motions arising from *in-camera*.

**5. ADOPTION OF BOARD MEETING MINUTES**

5.1. **Resolution # BT20230214 - 04**

**Moved by: Trustee Mike Oliver**

That the Minutes of the January 10, 2023, Regular Meeting of the Board of Trustees of the Palliser School Division be approved as presented.

**CARRIED**

5.2. **Resolution # BT20230214 - 05**

**Moved by: Trustee Tony Montina**

That the Minutes of the January 19, 2023, Special Meeting of the Board of Trustees of the Palliser School Division be approved as presented.

**CARRIED**

**6. PRESENTATIONS**

6.1. Technology Accountability Report

Simon Sorensen, Technology Services Supervisor, presented the Technology Accountability Report. The Technology Services Department is focused on providing students and staff with the tools needed to ensure high-quality learning environments, utilizing technology that is device-agnostic and is hosted in the Cloud, meeting the need for new hybrid learning spaces to ensure the continuity of learning and operations, and creating a secure digital infrastructure that protects the privacy of all students and staff.

The migration to Cloud Computing and the digitization of content in both education and operations continues. Help Desk has improved inventory management which has increased the ability to make strategic decisions regarding changes to the technology used in our classrooms. Technology Services has been working with schools that want to engage their community in

Chairperson:



Secretary Treasurer:



providing technology at a 1:1 ratio (i.e. 1:1 initiative pilot project at R.I. Baker which outfitted a classroom with devices that were always on hand for students. Teacher found it invaluable to always have devices on hand. Student response was also favourable. This increased bandwidth use). Migration to Chrome devices from Windows for Staff continues. A pilot at Coalhurst High School was undertaken where computers and software are accessible through the cloud which mitigates ChromeOS not supporting certain software. ViewSonic ViewBoards have been installed in 5 schools and Central office as a test replacement of Epson projectors. ViewBoards will allow Palliser to extend the life of classroom displays by at least 5 years with no material replacement costs (bulbs, interactive pens, etc).

Edsemli replaced the former SIS, PowerSchool, in August 2022. There were numerous challenges faced in getting the service functional for schools. Issues included the integration of third party applications such as Dossier and School Messenger, student record synchronization with PASI, and enrollments and registration form issues. Through the diligent efforts of key individuals, Edsemli is now functional.

Edsby, the new Learning Management System, is now in place and we are finalizing the integrations between it and Edsemli. It has been rolled out to K-12.

Enrollment expansion at National Sport School resulted in seven new classrooms and a collaborative learning space.

The installation of VoIP phone systems in Palliser-owned buildings is complete, resulting in workflow and efficiencies as a result of this upgrade. Technology Services is working with Facilities Management to integrate the new phone systems with the PA systems (four schools complete and one in the works). This much-needed modernization has upgraded outdated equipment and further increased cost savings for the Division.

The migration to Supernet 2.0 in August 2022, allows Palliser to take advantage of increased bandwidth offerings from the Alberta Supernet in the future. The Supernet service catalog has also been expanded and streamlined to limit the time investment required to make required network changes to provide services to schools. Wireless AP firmware updates to WiFi 6E will improve wifi speed for compatible devices.

Google Workspace continues to have a strong presence in the division with 1.2 million files being added last year.

Chairperson:



Secretary Treasurer:



Palliser has undergone significant improvements to its cyber security practices. To comply with Cyber Insurance requirements, Palliser has purchased an endpoint security solution (EDR) called Carbon Black that continuously monitors end-user devices to detect and respond to cyber threats like ransomware and malware. This software is currently protecting all Windows and MacOS devices in the Division. Chromebooks do not require this protection as ChromeOS has a lower attack vector which is another reason the division is encouraging users to move to ChromeOS devices. Multi-Factor Authentication (MFA) has been implemented for all privileged access to Palliser's server environment and all Palliser staff Google accounts. All access to sensitive areas of the network infrastructure are now protected. This extra step in authentication is a huge step in hardening Palliser's network from would-be attackers. Backupify, a cloud hosted backup solution, Backupify will create backups of all staff Google account assets (GMail, Drive, Shared Drives, etc). Having this solution in place should allow Palliser to recover in the event of a disastrous attack that may compromise the system.

Challenges the Technology Services Department faces are increasing costs for devices and services, the demand for efficiencies (doing more with less), cyber threats and the implementation of Edsembli.

Simon Sorensen was thanked for his presentation.

**Resolution # BT20230214 - 06**

**Moved by: Trustee Sharon Rutledge**

That the Technology Accountability Report is received as information.

**CARRIED**

**7. INFORMATION ITEMS**

**7.1. \*SUPERINTENDENT'S REPORT**

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

**7.2. \*SECRETARY-TREASURER'S REPORT**

Attached to the agenda was the Secretary-Treasurer's monthly activities report.

**7.3. \*ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT**

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

Chairperson:

*Louise E Bente*

Secretary Treasurer:

*[Signature]*

7.4. **\*DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT**

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

7.5. **\*TRUSTEE REPORTS**

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

7.6. **\*SCHOOL FIELD TRIP REPORT**

Attached to the agenda was the list of current out of province and international field trips.

8. **ACTION/DISCUSSION ITEMS**

8.1. Joint Use and Planning Agreement (JUPA) with Lethbridge County

The Municipal Government Act and the Education Act require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement. Dexter Durfey, Secretary Treasurer, presented the draft Joint Use And Planning Agreement (JUPA) with Lethbridge County for Board approval. JUPAs outline the process to determine which lands can be used for future school development within the county. The document itemizes the facilities/amenities that are owned by the division and by the county and the joint use of space.

**Resolution # BT20230214 - 07**

**Moved by: Trustee Mike Oliver**

That the Board approves the Joint Use And Planning Agreement between The Palliser School Division and Lethbridge County.

**CARRIED**

8.2. Alberta School Boards Association (ASBA) Zone 6 Update

Trustee Mike Oliver presented the details from the ASBA Zone 6 meeting held on January 18, 2023. The ASBA website has the highlights from these meetings posted online.

- The Zone director spoke to AGMs and highlighted the feedback that has been received.
- With the election of Vice Chair, the former auditor becomes ineligible so a call out has been sent for auditor suggestions.
- Financial statements were reviewed and approved.
- The ASBA budget assumptions were presented with feedback requested from Boards by March.
- Initiatives to engage more parents in School Councils were discussed.

Chairperson:

*Louise E Bente*

Secretary Treasurer:

*Mike Oliver*

Trustee Oliver also spoke about some items from the recent Rural Caucus of Alberta School Boards (RCASB) meeting including the launch of a new website where Boards have been asked to submit photos of events. Trustees are invited to bring forward thoughts on the discussion items put forward by the Caucus for discussion at the upcoming RCASB Annual General Meeting on March 5, 2023, in Edmonton.

**Resolution # BT20230214 - 08**

**Moved by: Trustee Sharon Rutledge**

That the Board receives this report as information.

**CARRIED**

The meeting resumed at 12:35 p.m after a 35-minute lunch break.

8.3. Elementary Ski Trips

A discussion about elementary ski trips took place. Senior Administration spoke to the following:

- Three schools have recently submitted requests for approval for elementary ski trips. Administration is working with elementary schools to consider ski trips for grades 4-6 due to the limitations for grades 1-3 on ski trips (limitations on the ski hill, increased insurance, increased incidents of injury).
- Administrative Procedure 260 is being discussed with administrators and athletic directors to ensure procedures are clearly understood and followed. Due diligence must occur.

**Resolution # BT20230214 - 09**

**Moved by: Trustee Tony Montina**

That the Board receives this as information.

**CARRIED**

8.4. Inclement Weather (Bus Cancellations)

A discussion about the process for bus cancellations in inclement weather. A suggestion was made that the Administrative Procedures (APs) and information posted on the division website should reference bus cancellations at an ambient temperature of -35, not -40. The division Occupational Health and Safety Handbook states that drivers have the right to not run their bus routes if they deem conditions unsafe. Discussion also took place regarding the time in the morning that cancellations are made. The Board has directed Administration to edit the website and APs to reflect this discussion.

Chairperson:

*Louise E Bente*

Secretary Treasurer:

*[Signature]*

8.5. A Cup of Love Fundraiser for Ukraine

In marking the one-year anniversary of the Russian invasion of Ukraine, Minister of Education, Adrianna LaGrange has invited school authorities across the province to consider participating in the A Cup of Love fundraiser sponsored by Firefighter Aid Ukraine (FFAU) by selling hot chocolate to students and staff on February 24, 2023. Interested schools can contact FFAU for a hot chocolate kit and detailed instructions. Administration spoke to the topic of fundraisers within the division. Administration will make schools aware of fundraising opportunities that are viable. If a school chooses to undertake a third-party fundraiser, the Administrative Procedure 520, School Fund-Raising.

8.6. Change to April Regular Board Meeting Date

**Resolution # BT20230214 - 10**

**Moved by: Trustee Louise Schmidt**

That the meeting date of Tuesday, April 11, 2023, established as a regular meeting of the Board at the Organizational Meeting on August 22, 2022, be changed to Tuesday, April 18, 2023.

**CARRIED**

**9. MOVE TO *IN-CAMERA***

**Resolution # BT20230214 - 11**

**Moved by: Trustee Debbie Laturus**

That the meeting move *In-Camera*, at 1:33 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 # BT20230214 - 12**

**Moved by: Trustee Louise Schmidt**

That the meeting move out of *in-camera* at 2:42 p.m.

**CARRIED**

**10. MOTIONS ARISING FROM *IN-CAMERA***

There were no motions arising from *in-camera*.

**11. ADJOURNMENT**

Being no further business before the Board, the meeting was adjourned at 2:42 p.m.

Chairperson:  Secretary Treasurer: 