



MINUTES

BOARD OF TRUSTEES OF THE PALLISER SCHOOL DIVISION REGULAR MEETING

BT20230613

DATE: June 13, 2023

9:00 a.m - Palliser Meeting Room B

Trustees in Attendance: Trustee Lorelei Bexte, Chair
Trustee Tony Montana, Vice-Chair
Trustee Debbie Laturnus
Trustee Mike Oliver
Trustee Sharon Rutledge
Trustee Louise Schmidt (virtually)

Staff in Attendance: Dave Driscoll, Superintendent
Dexter Durfey, Secretary Treasurer (virtually)
Tom Hamer, Deputy Superintendent
Audrey Kluin, Associate Superintendent
Wesley Lebeau, Communications Officer

Recording: Michelle Taylor

1. CALL TO ORDER

Chair, Lorelei Bexte, called the meeting to order at 9:01 a.m.

2. ADOPTION OF CONSENT AGENDA

Resolution # BT20230613 - 01

Moved by: Trustee Sharon Rutledge

That the agenda be adopted as presented.

CARRIED


3. MOVE TO *IN-CAMERA*

Resolution # BT20230613 - 02

Moved by: Trustee Tony Montana

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.

Chairperson: 

Secretary Treasurer: 

CARRIED

MOVE OUT OF *IN-CAMERA*

Resolution #BT20230613 - 03

Moved by: Trustee Mike Oliver

That the meeting moves out of *in-camera* at 10:13 a.m.

CARRIED

4. MOTIONS ARISING FROM *IN-CAMERA*

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

CARRIED

5. ADOPTION OF BOARD MEETING MINUTES

Resolution # BT20230613 - 04

Moved by: Trustee Louise Schmidt

That the Minutes of the May 9, 2023, Regular Meeting of the Board of Trustees of the Palliser School Division be approved as presented.

CARRIED

Resolution # BT20230613 - 05

Moved by: Trustee Tony Montina

That the Minutes of the May 30, 2023, Regular Meeting of the Board of Trustees of the Palliser School Division be approved as presented.

CARRIED

6. PRESENTATIONS

6.1. Off-Campus/Engagement Accountability Report

Jason Kupery, Director of Learning, presented the Off-Campus/Engagement Accountability Report. The vision of the Palliser Off-Campus team has been updated to reflect the changes over the year and now reads *to create opportunities that enable students to explore and pursue their passions, and make informed, confident decisions about their pursuits after high school*. It is no longer a case of asking high school students what they see their future endeavours looking like, it is now about finding out the passion of students and helping them make informed decisions regarding post secondary education. The mission *is to provide opportunities and resources to help students prepare for life after high school. The Off Campus Team encourages students to explore interests and aptitudes, learn about relevant career pathways and engage in learning opportunities that equip them with passion, skills and confidence to be successful in the future*. The Off Campus Programs current offered are:

- Work Experience

Chairperson:

Louise E Bente

Secretary Treasurer:

[Signature]

- RAP
- Green Certificate
- Dual Credit
- Exploratories

There were 146 students enrolled in dual-credit programs in the 2022-2023 school year. 401 students were registered in Work Experience, 34 in Green Certificate and 32 in Registered Apprenticeship Programs. A satisfaction survey shows close to 100% of students have enjoyed the Off Campus learning experience and would recommend it to fellow students and would try the experience again. There are eight dual credit post secondary partners and the focus will remain with these institutions for now. Student enrollments have been increasing over the past five school years. Students will have access to over 75 dual credit courses next year. Another choice for students is Enriched Academy, a service offering financial literacy programming to students in grades 4-12. There is a new kickstart program for students in grades 4 to 6.

Highlights from 2022-2023 include:

- Four schools offer the remote Culinary partnership with SAIT: Huntsville, Noble Central, Picture Butte High School and Carmangay
- FarmEd at Picture Butte has blossomed into a viable program. A greenhouse is being built, hydroponics and aquaponics systems have been added into the school. A “buddy” system partnership with Lethbridge College has been created, so students at Picture Butte are mentored by College Agricultural students
- Collegiate funding has been confirmed for the fall of 2024. Palliser continues to take the lead on building and developing the program Five new courses have been developed for Collegiate and they will be offered to our students in the 2023-2024 school year:
 - Introduction to Agriculture
 - Intro to Electrical Trades (Fall)
 - Intro to Culinary Trades (Winter)
 - Intro to Transportation Trades (Winter)
 - Intro to Construction Trades (Winter)
- Kate Andrews Fire & Emergency Services Academy grad took place recently with 12 students completing the course. There are 18 students enrolled in the Medical first responder course next year.
- Purchase of 3 custom made hydroponics units from Novus Earth for indoor growing in our schools.
- Development of a dual credit course in AV for students wanting to develop their own content - mainly for students from NSS to build their promotional videos for recruitment purposes. Equipment has been purchased to set up a digital lab at the school to accommodate athletes who are frequently absent.

Chairperson:

Louise E Bente

Secretary Treasurer:

[Signature]

- The TAVE (Trades, Apprenticeship and Vocational Education) Committee for CASS has provided connection with other school divisions and service providers in the province.
- The Outdoor Education Leadership dual credit course with Prairie College was offered again this year and 27 of our students from 3 different schools participated. It was an awesome growth experience for our students.

Jason was thanked for his presentation and for his passionate work on these tremendous programs.

Resolution # BT20230613 - 06

Moved by: Trustee Debbie Laturnus

That the Off-Campus/Engagement Accountability Report is received as information.

CARRIED

6.2. Delegation to the Board: County Central High School Sports Council

A delegation of five individuals from CCHS Sports Council attended the meeting: Joanne Kettenbach, Colleen Carey, John Seaman, Geri Budd, Carol Seaman. The Sport Council wishes for the Board to rescind the order that the Council received from Division Administration instructing the Council to cease and desist from fundraising in the name of County Central High School. A slide presentation was shared with the Board. A petition with 70 names on it was presented to the Board. The presenters ended at 11:30 a.m. and left the meeting. A reply from the Board will be sent to the Council next week.

6.3. Wellness Accountability Report

Shane Cranston, Director of Learning, presented the Wellness Accountability Report. Through the wellness vision, the division will encourage students to thrive in all dimensions of Wellness. The division is focused on the wellness outcome of Palliser students becoming literate in mental health, gaining knowledge and understanding that will provide them confidence and support in their pursuit of living a healthy life. The comprehensive school approach to wellness includes considerations of teaching and learning, social and physical environment, policy, and partnerships and services. The division focuses on several wellness priorities which includes ensuring a continuum of supports is in place with a focus on health promotion and prevention. Supports include health promotion and

Chairperson:



Secretary Treasurer:



prevention, smooth transitions, engaging health leaders such as Health Champions, creating strong partnerships with community supports, strong mental health teams both centrally and in our schools, and strengthening threat assessment protocol.

Highlights from the 2022-2023 school year include a successful mental health grant application with supports that were put in place immediately. There has been increased focus on staff wellness. A new threat assessment framework is in place with Administration, Family School Liaison Counsellors (FSLC), and Making Connections Workers (MCW) completing training.

The Wellness team consists of:

- Clinical Team Lead (Coordinator of Counselling)
- 15 full and part time FSLCs
- 7 Family Connections Workers
- Health Champions
- Alberta Health Health Promotion Coordinators

The Wellness Grant supports are available on a tiered response and includes:

- Wellness Navigator
- Woods Homes
- Impact Parenting
- Psychologist
- Student wellness companions (South West Collaborate Support Services)

Key supports that are available to students and families were highlighted. 2700 students were supported by the FSLCs in 2022-2023. Over 1,100 mental health presentations/group work have been completed and over 1,900 parent contacts made to date this year by Making Connections Workers.

The division's nutrition program supports over 1,000 students every day with a total of 10 schools being fully supported. The Wellness Coordinator will work with the new Calgary Zone dietician to develop resources for students. Parent-Child groups will commence in the fall. With a focus on staff wellness, Palliser has collected input from several employee stakeholder groups and will begin the process of creating a staff wellness framework for the 2023-24 school year. In the Accountability Pillar from November 2022, in the three areas related to Wellness, Welcoming, Caring, Respectful and Safe Learning Environments, Safe and Caring, and Citizenship, the division ranks above the provincial level. This shows that our stakeholders are agreeing that students are being supported, however, there is continued focus on student support. The data highlights the work that is being done. Our School data shows the need for continued collaborative work with schools to foster a sense of belonging within the school community for upper grade levels. Levels of anxiety continue to be an area of concern and focus on targeted supports continues. Staff are being trained at an increased level. The

Chairperson:



Secretary Treasurer:



utilization of mental health grant supports will be the focus in the next school year.

Shane was thanked for his presentation and for his work.

Resolution # BT20230613 - 07

Moved by: Trustee Sharon Rutledge

That the Wellness Accountability Report is received as information.

CARRIED

There was a break for lunch at 12:17 p.m. and the meeting resumed at 12:55 p.m.

6.4. Inclusive Education Accountability Report

Shane Cranston, Director of Learning, presented the Inclusive Education Accountability Report. Inclusion is building communities of diversity and a culture of belonging; a classroom for all learners. The vision of the division is that all children can learn and excel given opportunity, effective teaching and appropriate support. Inclusion of all students in school communities is based on the philosophy of equity, belonging and the worth and dignity of individuals. There has been much work on inclusive education within the division this year including six sessions of professional development with Dr. Shelley Moore for Learning Support Teachers and Administrators. Administrators have spent time exploring the guiding conditions that describe all students. The direction of the division will now include renewed Individual Program Plans (IPPs), responsive/purposeful planning and differentiation strategies ensuring that the goals are strength based and that students are involved and engaged in their plan. There is evidence of positive change in our culture of inclusion, as noted in feedback from administrators. In moving forward, all staff will be engaged in professional development through strategic planning and a continuation of increased supports. There is strong collaboration among divisions in the South West Region. Challenges moving forward include the sustainability of supports related to grant funding and the continued increase of complexity and number of students requiring support.

Shane was thanked for his presentation and for the work of him and the teams supporting inclusive education in the division.

Chairperson:



Secretary Treasurer:



Resolution # BT20230613 - 08

Moved by: Trustee Tony Montana

That the Inclusive Education Accountability Report is received as information.

CARRIED

6.5. First Nations Metis Inuit (FNMI) Education Accountability Report

Dr. Adam Browning, Director of Learning presented the report on Indigenization in the division. There are currently 222 self-identified First Nations, Metis, and Inuit (FNMI) students declared in Palliser schools. The division is doing good work with developing relationships with families in the indigenous communities and trust can be attributed to the increase in student enrollment from the FNMI community. Specific support for self-identified students and capacity building towards Truth and Reconciliation has been provided through the Indigenous Success Coordinator and over 3,300 staff hours. The division has facilitated professional learning opportunities that emphasize relationship building with local Indigenous groups, understanding the legacy of residential schools, supporting Indigenous students, land-based learning, and embedding Indigenous perspectives throughout the curriculum. One of the pieces that has guided the work of the division, is the examination of the 4 components of student success; student well-being, engagement, participation and achievement. The retention of Indigenous students is increasing steadily over time. Key actions in the division for the next school year will continue to focus on building teacher capacity to embed Indigenous perspectives throughout the curriculum. We will continue to focus on building additional partnerships to support professional learning and student learning opportunities and continue to focus on capacity building for learning services teams to support a growing number of Indigenous students. Calls to Action related to Education from the Truth and Reconciliation Committee are being examined and put into action within the division. Land based learning professional development opportunities have been embedded into classrooms in some schools and Top priorities now are to branch out to looking through an indigenization lens for all areas of the division.

Resolution # BT20230613 - 09

Moved by: Trustee Debbie Latusus

That the First Nations Metis Inuit (FNMI) Education Accountability Report is received as information.

CARRIED

7. INFORMATION ITEMS

Chairperson:  Secretary Treasurer: 

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.

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. ***ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA) ZONE 6 UPDATE**

Attached to the agenda was the monthly ASBA Zone 6 update.

7.7. ***SCHOOL FIELD TRIP REPORT**

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

7.8. ***ADMINISTRATIVE PROCEDURE 150: DISPUTE RESOLUTION**

Administrative Procedure 150 was presented to division administration for input and was provided as information for the Board. The Administrative Procedure will be posted on the division website.

8. **ACTION/DISCUSSION ITEMS**

8.1 Budget for 2023-2024 School Year

Cindy Rogers, Director of Finance and Dexter Durfey, Secretary Treasurer, presented the budget for the 2023-2024 School Year. The budget is in a projected deficit of \$1,600,000. Inflationary pressures continue to outpace the Provincial funding model:

- Utility, supply and service increases in O&M
- Salary grid movement
- Benefit plan increases

The Board has continued to focus on the division goal of mental wellness and has directed Administration to focus on inclusivity and mental health supports.

Chairperson:

Louise E Bente

Secretary Treasurer:

[Signature]

With continued significant requirements for mental health supports, the inclusive education budget will continue to be in a deficit situation. In addition, the continual effects of the pandemic has resulted in the utilization of operating reserves and grants to provide additional in classroom staffing, FSLC counsellors and connections workers for mental health. As these mental health supports have been identified as a key requirement moving forward to continue to support our students, an investment of approximately \$765K above funding levels is being allocated for this endeavour. The projected deficit in the instruction block can be attributed to the decision to maintain class sizes as close as possible and to continue to increase supports for students in areas of mental health and counselling services. Departmental surpluses have historically been used to mitigate cost pressures to the Instruction block but these surpluses have nearly vanished with mounting inflationary pressures. The remaining surpluses are now needed to offset Operations and Maintenance.

Student Learning Opportunities were highlighted:

- Off-Campus
 - 146 students in dual credit courses with 8 post secondary partners.
 - Transitions course to assist students in the move beyond high school into post-secondary life.
 - PD for Learning Commons Facilitators to build capacity
 - Additional FTE for Mental Health supports

- First Nations Metis and Inuit Perspectives
 - Continued support of schools through our Indigenous Success Coordinator
 - Increased opportunities for Elders and Knowledge Keepers to work with students and staff
 - Support for students engaging in Indigenous learning activities ie. land based learning trips

- Technology
 - Maintaining evergreening objectives with 800 new student devices
 - Maintaining minimum 2:1 Student chromebook ratio
 - 70 classroom display upgrades

Cindy was thanked for her presentation.

Resolution # BT20230613 - 10

Moved by: Trustee Mike Oliver

That the overview presentation of the budget for the 2023-2024 school year be received as information.

Chairperson:

Louise E Bente

Secretary Treasurer:

Mike Oliver

CARRIED

8.4 Plant Operation and Maintenance Vehicle Evergreen Plan

The Board has directed Secretary-Treasurer Dexter Durfey to create a Plant Operation and Maintenance Vehicle Evergreen Plan. Rod Swartzenberger presented the plan for review by the Board.

Resolution # BT20230613 - 11

Moved by: Trustee Tony Montina

That the Board accept the report as information.

CARRIED

8.3 Per Diem Rates

The per diem rate is a daily allowance allowed to employees to cover certain expenses while traveling for division business. The Board will bring the topic of per diem rates forward in the August 2023 meeting.

8.2 Authorization of Locally Developed Courses

Locally Developed Courses are created by school authorities to address a particular local student need. Alberta Education requires approval by Board Motion for the use of locally developed courses. The Board reviewed the list of courses for authorization as put forward by Learning Services.

Course Name	Version	Course Code	First Approved Year	Approved Start Date	Last Approved Year
Advanced Acting/Touring Theatre 15	3 Credits (2023-2027)	LDC1975	2023-2024		2026-2027
Advanced Acting/Touring Theatre 15	5 Credits (2023-2027)	LDC1975	2023-2024		2026-2027
Advanced Acting/Touring Theatre 25	3 Credits (2023-2027)	LDC2975	2023-2024		2026-2027
Advanced Acting/Touring Theatre 25	5 Credits (2023-2027)	LDC2975	2023-2024		2026-2027
Advanced Acting/Touring Theatre	3 Credits	LDC3975	2023-2024		2026-2027

Chairperson:

Louise E Bente

Secretary Treasurer:

[Signature]

35	(2023-2027)				
Advanced Acting/Touring Theatre 35	5 Credits (2023-2027)	LDC3975	2023-2024		2026-2027
Chinese (Cantonese) Language and Culture 3Y 15	5 Credits (2023-2027)	LDC1249	2023-2024		2026-2027
Chinese (Cantonese) Language and Culture 3Y 25	5 Credits (2023-2027)	LDC2249	2023-2024		2026-2027
Chinese (Cantonese) Language and Culture 3Y 35	5 Credits (2023-2027)	LDC3249	2023-2024		2026-2027
Chinese (Cantonese) Language and Culture 6Y 15	5 Credits (2023-2027)	LDC1464	2023-2024		2026-2027
Creative Writing and Publishing 15	3 Credits (2023-2027)	LDC1269	2023-2024		2026-2027
Creative Writing and Publishing 15	5 Credits (2023-2027)	LDC1269	2023-2024		2026-2027
Creative Writing and Publishing 25	3 Credits (2023-2027)	LDC2269	2023-2024		2026-2027
Creative Writing and Publishing 25	5 Credits (2023-2027)	LDC2269	2023-2024		2026-2027
Creative Writing and Publishing 35	3 Credits (2023-2027)	LDC3269	2023-2024		2026-2027
Creative Writing and Publishing 35	5 Credits (2023-2027)	LDC3269	2023-2024		2026-2027
ESL Introduction to Canadian Studies 15	5 Credits (2023-2027)	LDC1212	2023-2024		2026-2027
ESL Introduction to Canadian Studies 25	5 Credits (2023-2027)	LDC2212	2023-2024		2026-2027
ESL Introduction to Science 15	5 Credits (2023-2027)	LDC1213	2023-2024		2026-2027
ESL Introduction to Science 25	5 Credits (2023-2027)	LDC2213	2023-2024		2026-2027
Fire Rescue Services 15	3 Credits (2023-2027)	LDC1004	2023-2024		2026-2027
Journalism 15	5 Credits (2023-2027)	LDC1696	2023-2024		2026-2027

Chairperson: *Louise E Bente* Secretary Treasurer:



Journalism 25	5 Credits (2023-2027)	LDC2696	2023-2024		2026-2027
Journalism 35	5 Credits (2023-2027)	LDC3696	2023-2024		2026-2027
Myth Busting Methods 25	3 Credits (2023-2027)	LDC2295	2023-2024		2026-2027
Portfolio Art 35	3 Credits (2023-2027)	LDC3158	2023-2024		2026-2027
Portfolio Art 35	5 Credits (2023-2027)	LDC3158	2023-2024		2026-2027
Religious Studies - Christian Studies 15	3 Credits (2023-2027)	LDC1775	2023-2024		2026-2027
Religious Studies - Christian Studies 25	3 Credits (2023-2027)	LDC2775	2023-2024		2026-2027
Religious Studies - Christian Studies 35	3 Credits (2023-2027)	LDC3775	2023-2024		2026-2027
Student-Centered Learning 15	3 Credits (2023-2027)	LDC1234	2023-2024		2026-2027
Yoga 15	3 Credits (2023-2027)	LDC1449	2023-2024		2026-2027
Yoga 15	5 Credits (2023-2027)	LDC1449	2023-2024		2026-2027
Yoga 25	3 Credits (2023-2027)	LDC2449	2023-2024		2026-2027
Yoga 25	5 Credits (2023-2027)	LDC2449	2023-2024		2026-2027
Yoga 35	3 Credits (2023-2027)	LDC3449	2023-2024		2026-2027
Yoga 35	5 Credits (2023-2027)	LDC3449	2023-2024		2026-2027
Yoga Fitness 15	3 Credits (2023-2027)	LDC1909	2023-2024		2026-2027
Yoga Fitness 15	5 Credits (2023-2027)	LDC1909	2023-2024		2026-2027

Chairperson: *Louise E Bente* Secretary Treasurer:



Yoga Fitness 25	3 Credits (2023-2027)	LDC2909	2023-2024		2026-2027
Yoga Fitness 25	5 Credits (2023-2027)	LDC2909	2023-2024		2026-2027
Yoga Fitness 35	3 Credits (2023-2027)	LDC3909	2023-2024		2026-2027
Yoga Fitness 35	5 Credits (2023-2027)	LDC3909	2023-2024		2026-2027

Resolution # BT20230613 - 12

Moved by: Trustee Tony Montina

That the Board authorizes the use of locally developed courses as presented.

CARRIED

Natalie Townsend, ATA Local 19 President would like to share her appreciation for the time spent with the Board this year.

9. MOVE TO *IN-CAMERA*

Resolution # BT20230613 - 13

Moved by: Trustee Mike Oliver

That the meeting move *In-Camera*, at 3:00 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 #BT20230613 - 14

Moved by: Trustee Sharon Rutledge

That the meeting moves out of *in-camera* at 4:15 p.m.

The Board discussed processes for communications within the division with Communications Officer, Wesley Lebeau.

10. ADJOURNMENT

Being no further business before the Board, the meeting was adjourned at 4:25 p.m.

Chairperson:



Secretary Treasurer:

