



AGENDA

THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION REGULAR MEETING

BT20231010

DATE: October 10, 2023

9:00 a.m. - Palliser Meeting Room C

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 - 10:30 a.m.)

4. BUSINESS ARISING FROM IN-CAMERA

5. APPROVAL OF BOARD MEETING MINUTES

5.1. September 12, 2023, Regular Meeting Minutes

6. PRESENTATIONS

There are no presentations scheduled.

7. INFORMATION ITEMS

7.1. *SUPERINTENDENT'S REPORT

Attached as information is the Superintendent's monthly activities report.

7.2. *SECRETARY TREASURER'S REPORT

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

7.3. *ASSOCIATE SUPERINTENDENT, HUMAN RESOURCES REPORT

Attached as information is the Associate Superintendent's monthly activities report.

7.4. *DEPUTY SUPERINTENDENT, LEARNING SERVICES REPORT

Attached as information is the Deputy Superintendent's monthly activities report.

7.5. *TRUSTEE REPORTS

Attached as information are the Trustees' monthly activities reports.

7.5.1. [Trustee Tony Montana](#)

7.5.2. [Trustee Mike Oliver](#)

7.5.3. [Trustee Lorelei Bexte](#)

7.5.4. [Trustee Debbie Laturnus](#)

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



7.7. *SCHOOL FIELD TRIP REPORT

School	Destination	Scope	Dates	Step
Coalhurst High School	Sydney, BC	Marine Biology	April 2024	Planning
Master's College	Victoria, BC	Marine Biology	March 2024	Planning
Calgary Christian Secondary School	Europe	History	March 2025	Planning
County Central High School	Europe	History	March 2024	Planning
Heritage Christian Academy	Greece	History	April 2024	Planning

8. ACTION/DISCUSSION ITEMS

- 8.1. [Policy Committee Report](#)
- 8.2. [Alberta School Boards Association Zone 6 \(ASBA\) Update](#)
- 8.3. [Assessment Practices and Reporting](#)
- 8.4. Teacher Pupil Ratio
- 8.5. Public Engagement

9. ADJOURNMENT





Dave Driscoll, Superintendent
Board Meeting Date: October 10, 2023

HIGHLIGHTS

- Senior Administrative Leadership Team Meetings
 - Administrators Council Meeting
 - CASSIX Fall Meeting
 - TEBA Engagement Session
 - Board Policy Committee Meeting
 - School Visits
 - Administrative Procedure Review
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AREAS OF EMPHASIS FOR NEXT MONTH

- Administrators Council Meeting
- Senior Leadership Leadership Team Meetings
- Alberta School Boards Association Meeting with the Minister of Education
- Board Policy Review
- TEBA Engagement Session
- CASS Fall Conference
- Setting Division Goals and Priorities Sessions

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Dexter Durfey, Secretary Treasurer
Board Meeting Date: October 10, 2023

HIGHLIGHTS

- Senior Administrative Leadership Team Meetings
- Administrators Council Meeting
- Industry Knowledge Sharing with Battle River School Division
- Coaldale High School and Recreation Centre Construction Meetings
- Coalhurst Solution Planning
- Collective Bargaining
- Board Policy Review

AREAS OF EMPHASIS FOR NEXT MONTH

- Continue work with ARMIC Insurance
- Administrator's Council Meeting
- Continue to attend Coaldale High School and Recreation Centre Construction meetings
- Senior Administration Leadership Team Meetings
- Board Policy Review
- Industry Knowledge Sharing with Battle River School Division
- Setting Division Goals and Priorities Sessions

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Audrey Kluin, Associate Superintendent, Human Resources
Board Meeting Date: October 10, 2023

HIGHLIGHTS

- Administrators Council Meeting
- CASSIX Fall Meeting
- Collective Bargaining
- Easy Connect On-Boarding Meetings
- TEBA Engagement Session
- School Visits
- Staffing Discussions
- Senior Administration Leadership Team Meetings
- Edsembli HRP Implementation Meetings
- Weekly HR Team Meetings
- Administrative Procedure Review
- School Council Meetings

AREAS OF EMPHASIS FOR NEXT MONTH

- Administrators Council Meeting
- Easy Connect On-Boarding Meetings
- Preparation for Bargaining
- Weekly HR Team Meetings
- Senior Administration Leadership Team Meetings
- Administrative Procedure Review
- TEBA Engagement Session
- CASS Fall Conference
- Setting Division Goals and Priorities Sessions
- Administrator Evaluations

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Tom Hamer, Deputy Superintendent
Board Meeting Date: October 10, 2023

HIGHLIGHTS

- Alberta Association of Public Schools - International Executive Meeting
- Senior Administration Leadership Team Meetings
- Administrators Council Meetings
- International student arrivals
- CASSIX Fall Meeting
- Learning Services Team Meetings
- School Visits
- Work with agency on International Reciprocal program in Spain
- Administrative Procedure Review
- International Student Recruitment Mission to Japan
- PAT and Diploma results analysis

AREAS OF EMPHASIS FOR NEXT MONTH

- Administrators Council Meetings
- Senior Administration Leadership Team Meetings
- Learning Services Team Meetings
- International Student Arrivals and Departures
- Work with agency on International Reciprocal program in Spain
- Canadian Association of Public Schools-International recruitment
- Setting Division Goals and Priorities Sessions
- International Student Recruitment Mission to Milan

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Trustee Tony Montina
Trustee Activities for September 2023

DATE	PURPOSE	LOCATION	COMMENTS
Sept 5 2023	Agenda Meeting	Virtual	Set the Agenda for the September Regular Board Meeting
Sept 12 2023	Regular Board Meeting	Palliser Head Office	September Regular Board Meeting. Received a budget update on the 2022-2023 budget. Appointed Deputy Superintendent. Received report on the 2023 CSBA congress.
Sept 12 2023	Appeal Hearing	Palliser Head Office	In-Camera Meeting
Sept 13 2023	CES Parent Council	CES	Provided August and September board meeting update. Received an update on the activities at CES over the coming month.
Sept 20 2023	CHS Parent Council	CHS	Provided August and September board meeting update. Received an update on the activities at CHS over the coming month.
Sept 26 2023	Barons Parent Council	Barons School	Provided August and September board meeting update. Received an update on the activities at Barons and Carmangay over the coming 2 months.
Sept 26 2023	Policy Committee Meeting	Virtual	Reviewed Board Policy 7: Committees of the Board and Policy 8: Appeals and Hearings Regarding Student Matters

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Trustee Mike Oliver
Trustee Activities for September 2023

DATE	PURPOSE	LOCATION	COMMENTS
Sept. 7	PBHS Parent Council meeting	PBHS	Presented the Board meeting highlights and received an update on the activities planned for the upcoming months.
Sept. 12	Appeal Hearing	Palliser Education Centre	In Camera
Sept. 12	Regular Meeting of Board	Palliser Education Centre	There were no presentations. Appointment of Deputy Superintendent. Received a report on CSBA Conference and a financial update.
Sept 14	Chamber of Commerce meeting	Picture Butte	Reported on happenings at Picture Butte schools and received reports from other organizations within the town.
Sept 19	Meeting with New Principal at Huntsville	Huntsville	Invited by Mr. Grimes to visit.
Sept 20	ASBA Zone 6	Palliser Education Centre	Received reports from ASBA Zone 6 executive. Reviewed monthly bank statements and Auditor's report.
Sept. 25	DDS School Council meeting	DDS	Presented the Board meeting highlights and received an update on the activities planned for the upcoming months.
Sept. 26	Policy committee meeting	Palliser Education Centre	Reviewed and discussed Policy 8 and 7.

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Trustee Lorelei Bexte
Trustee Activities for September 2023

DATE	PURPOSE	LOCATION	COMMENTS
Sept 1, 2023	CUPE Prep Meeting	Virtual	Meeting to prepare for negotiations September 6&7, 2023
Sept 5, 2023	Agenda Meeting	Virtual	Agenda Meeting to set September 12, 2023, Board Meeting
Sept 7, 2023	CUPE Negotiations	Virtual	Attendees were in person. I was in Quebec so joined virtually.
Sept 11, 2023	Meeting Prep	Virtual	Made sure the organizing and necessary information and logistics were in place for Appeal hearing September 12, 2023.
Sept 12, 2023	Board Meeting/Appeal Hearing	Lethbridge	Regular Board Meeting/Appeal Hearing Budget Update, CSBA Conference Report, Appointment of Deputy Superintendent
Sept 13, 2023	CCHS School Council Meeting	Vulcan	First meeting of the school year. New Principal introduction. Board Report given by Louise.
Sept 14, 2023	Milo School Council Meeting	Milo	First meeting of the school year. Supper with parents followed by meeting. Delivered Board Highlights from Aug/Sept meetings.
Sept 15, 2023	Trinity Christian School	Calgary	Assembly and welcome back to school lunch with parents and staff
Sept 18, 2023	ATA Bargaining	Lethbridge	Contract Negotiations
Sept 19, 2023	ATA Bargaining	Lethbridge	Contract Negotiations
Sept 20, 2023	ASBA Zone 6 Meeting	Virtual	First meeting of the year. Zone 6 Business. Presentation from Provincial ASBA.
Sept 20, 2023	Champion School Council Meeting	Champion	First meeting of the school year. Delivered Board Highlights from Aug/Sept Meetings
Sept 21, 2023	TEBA Meeting	Virtual	Discussion on 2023 negotiations and pulse survey. Support staff bargaining update. Information on TEBA AGM.
Sept 21, 2023	Arrowwood School Council Meeting	Arrowwood	First meeting of the school year. Supper with parents followed by meeting. Delivered Board Highlights from Aug/Sept meetings.
Sept 25, 2023	ATA Bargaining Debrief	Virtual	In-camera meeting.
Sept 26, 2023	Policy Meeting	Virtual	Reviewed Board Policy 7: Committees of the Board and Policy 8: Appeals and Hearings Regarding Student Matters

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Trustee Debbie Laturus
Trustee Activities for September 2023

DATE	PURPOSE	LOCATION	COMMENTS
September 5/23	Agenda review meeting	Virtual meeting	Set agenda for September board meeting
September 11/23	John Davidson school council meeting	John Davidson school	Reported September board highlights
September 12/23	Regular board meeting	Palliser Central Office	Regular board business/Appeal hearing
September 19/23	Jennie Emery school council meeting	Jennie Emery school	Reported September board highlights
September 25/23	Kate Andrews school council meeting	Kate Andrews school	Reported September board highlights
September 26/23	Policy meeting	Virtual meeting	Reviewed policy





**ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)
SEPTEMBER 20, 2023, ZONE 6 MEETING UPDATE**

Reports:

Zone Chair:

- Handbook revisions
- Budget review

Zone Director:

- Attracting and retaining teachers in rural areas.
- Addressed the questions concerning the Rural Caucus not having a place to meet. ASBA will ensure there is a space provided and will reach out to assist.
- Discussion concerning Take Back Alberta & Parents for Choice in Education groups and meetings they are having.
- Oct. 12 Meeting with Minister.

Financials:

Reviewed and approved.

Draft Budget needs to be reviewed by Boards Prior to next Zone meeting

ASBA Update:

Presentation on Position statements and proposed changes that need be considered prior to the Fall AGM. Members need to look at and provide feedback. Feedback can be provided by logging on to the ASBA website. Currently, there are 156 position statements and these need to be managed better and reporting on what is happening needs to improve.

Alberta Health Services Presentation:

Lyndsy Spring provided an overview of the “Healthy Schools team” and what it can provide to our schools. She was interested in what kinds of presentations we would be interested in and the support that they would be able to provide. For more information on their programs, you can go to their website “schools.healthertogether.ca”

Handbook:

The revisions to the Handbook were reviewed. Some suggestions were given. Since there weren't any major changes the final draft will be done and presented to the Zone at our next meeting.

Call of Interest for our Zone Elections October 18.

There were several people who put their names forward for the upcoming elections. If you are interested I have a form you can fill out or you are welcome to put your name forward at the meeting.

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Memorandum

October 10, 2023

To: Board of Trustees

From: Debbie Latusus, Trustee, Chair, Policy Committee

RE: Policy Committee Report

Background

The Policy Committee met on September 26, 2023, and reviewed Policy 8 : Appeals and Hearings Regarding Student Matters.

Recommendations

That the Board directs Administration to share the draft of Policy 8 : Appeals and Hearings Regarding Student Matters for public feedback.

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Memorandum

October 10, 2023

To: Board of Trustees

From: Lorelei Bexte, Board Chair

RE: Alberta School Boards Association (ASBA) Zone 6 Update

Background

Trustee Mike Oliver will bring forward discussion items from the ASBA Zone 6 meeting in September.

Recommendation

That the Board receives this as information.

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Memorandum

October 10, 2023

To: Board of Trustees

From: Dave Driscoll, Superintendent

RE: Assessment Practices and Reporting

Background

Tom Hamer, Associate Superintendent, will provide and update on assessment practices and reporting.

Recommendation

That the Board receives this as information.

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