



## MINUTES

### THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION

#### REGULAR MEETING

BT20231010

DATE: October 10, 2023

9:00 a.m - Palliser Meeting Room B

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

**Staff in Attendance:** Dave Driscoll, Superintendent  
Tom Hamer, Deputy Superintendent  
Dexter Durfey, Secretary Treasurer  
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 # BT20231010 - 01**

**Moved by: Trustee Debbie Laturnus**

That the agenda be adopted as presented.

**CARRIED**

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

**Resolution # BT20231010- 02**

**Moved by: Trustee Mike Oliver**

That the meeting moves *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

Chairperson: 

Secretary Treasurer: 

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 #BT20221010 - 03**

**Moved by: Trustee Sharon Rutledge**

That the meeting moves out of *in-camera* at 10:32 a.m.

**CARRIED**

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

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

**5. ADOPTION OF BOARD MEETING MINUTES**

**Resolution # BT20231010 - 04**

**Moved by: Trustee Tony Montina**

That the Minutes of the September 12, 2023, Regular Meeting of the Board of Trustees of the Palliser School Division be approved as presented.

**CARRIED**

**6. PRESENTATIONS**

There were no presentations.

**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.

**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**

Chairperson:



Secretary Treasurer:



The Alberta School Boards Association (Asba) Zone 6 was attached to the agenda.

7.7. **\*SCHOOL FIELD TRIP REPORT**

The field report was attached to the agenda.

8. **ACTION/DISCUSSION ITEMS**

8.1. Policy Committee Report

Policy Committee Chair, Trustee Debbie Laturus, reported that Policy 8: Appeals and Hearings Regarding Student Matters was reviewed by the committee and recommends that the Board directs Administration to share the draft of Policy 8 for public information. The policy will be shared with division Administrators and will be posted on the division website with the option for the public to provide comments via a digital form. The committee will continue to work on Policy 7: Committees of the Board.

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

Trustee Mike Oliver presented information from the recent ASBA Zone 6 meeting. ASBA elections are upcoming. Palliser Trustees may contact Trustee Oliver for more information on nominations. At the recent meeting, there was a presentation by Alberta Health Services on Comprehensive School Health which is a service available to all divisions. It was suggested that Trustees can inform School Councils of this service when present at School Council meetings. The contact is Lindsay Spring from AHS who works closely with Palliser's Health Champions. The ASBA Handbook has been edited and is available for Trustee review. At the Zone meeting, discussion took place regarding the number of Professional Development within each division within the Zone.

**Resolution # BT20231010 - 05**

**Moved by: Trustee Debbie Laturus**

That the Board accepts the report as information.

8.3. Assessment Practices and Reporting

Deputy Superintendent Tom Hamer provided information on assessment reporting processes for report cards. He reviewed the Administrative Procedures that established the criteria for report cards and what is reported on. The division will implement the Edsby platform for report cards division wide beginning in the 2024-2025 school year. Several schools are piloting this report card in the current

Chairperson:



Secretary Treasurer:



school year. This report card focuses on learning outcomes and evidence and provides parents with information on all outcomes.

**Resolution # BT20231010 - 06**

**Moved by: Trustee Debbie Laturus**

That the Board accepts the report as information.

**CARRIED**

8.4. Teacher Pupil Ratio

Associate Superintendent, Human Resources, Audrey Kluin, provided information to the Board on the division's Teacher Pupil Ratios. Ratios were developed in consultation with Principals and serve as guidelines, recognizing that each school site has its own unique context. In working with the ratios and in consultation with the Associate Superintendent, Principals develop classroom configurations to meet the specific needs of the students in each distinct setting. Principals work closely with the Associate Superintendent to determine staffing needs within their buildings.

**CARRIED**

8.5. Public Engagement

Superintendent Dave Driscoll provided information to the Board that Administration has engaged a consulting company to collaborate with the division on a strategic review of its mission, vision, and values. This strategic review is a significant undertaking aimed at evaluating and potentially revising the fundamental guiding principles of the division. Once the contract with the consulting company is finalized, the Board will have the opportunity to meet with the consultants to initiate the review process. The expertise of the consultants will be leveraged to help guide the division in shaping its current and future objectives. This strategic review ensures that the division's core principles and long-term aspirations remain relevant and effective in meeting the needs of students.

*There was a lunch break from 11:55 a.m to 12:12 p.m.*

**9. MOVE TO IN-CAMERA**

**Resolution # BT20231010- 07**

**Moved by: Trustee Louise Schmidt**

That the meeting moves *In-Camera*, at 12:12 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

Chairperson:

*Louise E Bente*

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 #BT20221010 - 08**

**Moved by: Trustee Tony Montana**

That the meeting moves out of *in-camera* at 1:03 p.m.

**CARRIED**

**10. ADJOURNMENT**

Being no further business before the Board, the meeting was adjourned at 1:03 p.m.

Chairperson:

*Louise E Bente*

Secretary Treasurer:

*[Signature]*