

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

**BT20250527**

**DATE: May 27, 2025**

**9:00 a.m**

**Virtual**

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

**Staff in Attendance:** Dave Driscoll, Superintendent  
Tom Hamer, Deputy Superintendent  
Audrey Kluin, Associate Superintendent, Human Resources  
Cindy Rogers, Associate Superintendent, Business Services

**Recording:** Michelle Taylor

**1. CALL TO ORDER**

Vice Chair Tony Montana called the meeting to order at 9:00 a.m.

**2. ADOPTION OF THE AGENDA**

**Resolution # BT20250527 - 01**

**Moved by: Trustee Sharon Rutledge**

The Ministry of Advanced Education Rural Engagement Tour was added to the agenda as item 6.4.

The agenda for the May 27, 2025, meeting should be approved and amended.

**CARRIED**

**3. MOVE TO IN-CAMERA**

**Resolution # BT20250527 - 02**

**Moved by: Trustee Debbie Laturnus**

That the meeting move *In-Camera*, at 9:01 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**

Chairperson:

Secretary Treasurer:

**4. MOVE TO GO OUT OF *IN-CAMERA* MEETING**

**Resolution # BT20250527 - 03**

**Moved by: Trustee Debbie Laturnus**

That the meeting moves out of *in-camera* at 9:35 a.m.

**CARRIED**

*There was a nutrition break until 9:46 a.m.*

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

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

**6. ACTION/DISCUSSION ITEMS**

*(Note: Discussion items were presented in the following order:*

**6.1. Joint Election Agreements for Election 2025**

The Local Authorities Election Act section 2(2) states that an elected authority may by resolution enter into an agreement with one or more elected authorities in the same area for the conduct of an election. For past elections, Palliser School Division has entered into agreements with municipalities to hold elections. The division will continue this practice.

**Resolution # BT20250527 - 04**

**Moved by: Trustee Louise Schmidt**

That the Palliser School Division enter into agreements with municipalities in the geographical areas to hold joint elections for the October 20, 2025, election.

**CARRIED**

**6.2. The Ministry of Advanced Education Rural Engagement Tour**

In light of recent changes to the Alberta Government Cabinet, the Ministry of Advanced Education has postponed the Minister's Apprenticeship Education and Skilled Trades Rural Engagement Tour, originally scheduled for June 2-18, 2025. As a result, the Minister of Advanced Education will not be visiting Coaldale Prairie Winds Secondary on June 17, 2025, as previously scheduled. The start time for the June 17, 2025, Regular Meeting of the Board can be changed back to the original time of 9:00 a.m.

**Resolution # BT20250527 - 05**

**Moved by: Trustee Mike Oliver**

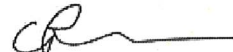
That due to the cancellation of the Minister of Advanced Education's Rural Engagement Tour, Board Resolution BT20250513-17 of May 13, 2025, be rescinded and the start time for the June 17, 2025, Regular Meeting of the Board be changed back to 9:00 a.m.

**CARRIED**

Chairperson:



Secretary Treasurer:



### 6.3. Budget Discussion for 2025-2026 School Year

Cindy Rogers, Associate Superintendent, Business Services, and Ashley Eggers, Director of Finance, presented the budget for the 2025-2026 School Year.

For the 2025-2026 school year, the Palliser School Division anticipates a budget deficit of \$1,075,147. The breakdown by category is itemized in the infographic linked below:

 [Budget Infographic 2025-2026.pdf](#)

Staffing is a foundational investment in student learning, comprising 77.4% of total expenses. In planning for 2025-2026, staffing projections were shaped by the upcoming divisional transition of two Calgary schools and the need for proactive cost-containment strategies. The Division remains committed to providing excellent classroom support while navigating financial considerations. Staffing projections for 2025/2026 include 427.2 teaching staff and 287.8 support staff, which is a decrease of 1.7% compared to 2024/2025 numbers, underscoring the Division's commitment to efficient and responsible financial stewardship.

There are several factors contributing to the projected deficit. The base instruction grant faces pressure as funding adjustments have not kept pace with inflation, impacting core educational services. The Operations & Maintenance (O&M) grant funding is inadequate for the proper upkeep of facilities. The Division faces unsupported cost increases driven by external factors and the commitment to fair compensation, including an estimated \$300,000 rise in benefit provider costs and \$700,000 for staffing grid incremental increases. Ensuring competitive and equitable salaries for support staff also contributes to costs.

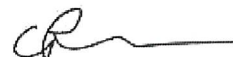
Inclusive Education Funding is allocated to empower school authorities in addressing the diverse and unique needs of every child. While the needs within our Division consistently surpass the funding received, we remain steadfast in prioritizing these critical requirements. As a result, the Division strategically allocates resources from departmental surpluses and base funding revenues to ensure an acceptable standard of care for all students.

The Board remains committed to advancing the Division's core goals of literacy, numeracy, and holistic well-being. Recognizing the increasing need for comprehensive mental health resources, the Board has directed Administration to fortify supports for students, staff, and our broader school communities to advance this priority. Student learning opportunities are diverse and include several key areas for the 2025-2026 school year:

Chairperson:



Secretary Treasurer:





- New for 2025-2026 is the introduction of the CASA Mental Health Classroom, which is a partnership with the Government of Alberta aimed at bridging a child's mental health needs with their school needs directly in the classroom
- The Division continues to offer Off Campus programs. These include dual credit opportunities with 8 post-secondary partners. Programming like the Southern Alberta Collegiate Institute (SACI) for grades 10-12 and the Explore, Engage, Experience (E3) program for grades 7-9 emphasize career pathways through hands-on learning opportunities.
- Support is also provided for First Nations, Metis, and Inuit Perspectives. This aims to support educational experiences and achievement for Indigenous students. Increased opportunities are being provided for Elders and Knowledge Keepers to connect with students and staff.
- Technology goals include maintaining the evergreening cycle (planning for 360 staff, 55 new student devices) and a minimum 2:1 student Chromebook ratio. Increased whiteboard installation is planned to support vertical learning in literacy and numeracy initiatives

Cindy and Ashley were thanked for their diligent work in the process of preparing the 2025-2026 school year budget.

**Resolution # BT20250527 - 06**

**Moved by: Trustee Debbie Laturnus**

That the Board approves the 2025-2026 school year budget as presented by Administration.

**CARRIED**

Further to budget discussions, the Board passed the following two motions. The Board is pleased to approve compensation changes as per the motion below. These changes will ensure support staff compensation is in alignment with that of other southern Alberta school divisions.

**Resolution # BT20250527 - 07**

**Moved by: Trustee Lorelei Bexte**

That the per student Technology Fee, which was set at \$35 per student per year in April 2014 by Board Resolution #BT20140425.1013, be increased to \$50.00 per student per year beginning in the 2025-2026 school year.

**CARRIED**

**Resolution # BT20250527 - 08**

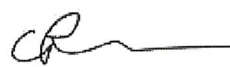
**Moved by: Trustee Mike Oliver**

That based on the budget for the 2025-2026 school year that was approved by way of Board Resolution BT20250527-06, the Board directs Administration to implement the following salary increases as of August 25, 2025; a 3% salary

Chairperson:



Secretary Treasurer:



increase to employees not covered by a collective agreement and a further 2% salary increase, for a total of 5%, to school-based Administrative Assistants. Furthermore, the Board directs Administration to remove Step 1 of both Grid 1 and Grid 2 of Educational Assistant compensation.

**CARRIED**

6.4. Approval of Palliser School Division 2024-2027, Year Two, Education Plan

The Board reviewed and approved the draft 2024-2027, Year Two, Education Plan at the May 13, 2025, Regular Meeting of the Board. Administration finalized the report for Board approval. The plan will be updated to include 2025-2026 budget information and will be sent to Alberta Education and posted on the division website for stakeholder information.

**Resolution # BT20250527 - 09**

**Moved by: Trustee Sharon Rutledge**

That the Board approves the Palliser School Division 2024-2027, Year Two, Education Plan as presented.

**CARRIED**

**8. ADJOURNMENT**

That there is no further business before the Board, the meeting adjourned at 10:23 a.m.

**CARRIED**

Chairperson:



Secretary Treasurer:

