

## MINUTES

### THE BOARD OF TRUSTEES OF PALLISER SCHOOL DIVISION

#### REGULAR MEETING

BT20250617

DATE: June 17, 2025

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

---

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

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

**Recording:** Michelle Taylor

**1. CALL TO ORDER**

Chair Lorelei Bexte called the meeting to order at 9:02 a.m.

**2. ADOPTION OF CONSENT AGENDA**

**Resolution # BT20250617 - 01**

**Moved by: Trustee Mike Oliver**

Addition of Hutterite Colony School was added to the agenda as item 8.5.

That the agenda be adopted as amended.

**CARRIED**

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

**Resolution # BT20250617 - 02**

**Moved by: Trustee Sharon Rutledge**

That the meeting moves *in-camera*, at 9:04 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: *Loulei E. Bexte*

Secretary Treasurer: *CR*

CARRIED

**MOVE OUT OF *IN-CAMERA***

**Resolution #BT20250617 - 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***

**Resolution # BT20250617 - 04**

**Moved by: Trustee Debbie Laturnus**

That the Board of Trustees hereby delegates to the Strike Management Committee (SMC) the authority to make decisions on all strike-related matters, to protect the Board's interests during any strike action, to seek and implement avenues to reduce the impact of any strike, and to direct all internal and external communication associated with any strike, pursuant to Section 52(1) of the Education Act.

CARRIED

Amber Ruest, Human Resources Supervisor, presented the details of ASEBP benefits that will be extended to staff who are not eligible for benefits.

**Resolution # BT20250617 - 05**

**Moved by: Trustee Tony Montana**

That the Board of Trustees approves the extension of eligibility for the division's group benefits plan to all employees currently not eligible for benefits, provided that such employees shall be responsible for the full cost of their premiums, to be direct-billed to them by the benefits provider as determined by Administration.

CARRIED

**5. ADOPTION OF BOARD MEETING MINUTES**

**Resolution # BT20250617 - 06**

**Moved by: Trustee Mike Oliver**

That the Minutes of the May 13, 2025, Regular Meeting of the Board of Trustees of Palliser School Division be approved as presented.

CARRIED

**Resolution # BT20250617 - 07**

**Moved by: Trustee Louise Schmidt**


That the Minutes of the May 27, 2025, Regular Meeting of the Board of Trustees of Palliser School Division be approved as presented.

CARRIED

Chairperson:



Secretary Treasurer:



## 6. PRESENTATIONS

### 6.1. Off Campus/Engagement Report

Jason Kupery, Director of Learning, presented the Off Campus/Engagement Report.

The vision of the Palliser School Division Off-Campus team is to create opportunities for students to explore passions, learn about career pathways, and develop skills for post-high school success. The following programs form the Off Campus Program:


- Work Experience
- Registered Apprenticeship Program (RAP)
- Green Certificate
- Collegiate Program
- Dual Credit
- Exploratories

The division works with nine post secondary partners including: University of Lethbridge (Blackfoot 1000), Lethbridge Polytechnic, SAIT, Ambrose University, Prairie College, Olds College, University of Calgary, Bow Valley College and Mount Royal University.

The highlights from the 2024-2025 school year include welcoming new full-time and part-time team members and expanding staffing to support programming. Program numbers continue to grow, with students completing 19-30 level credits in Pre-Employment Pipe Trades, Electrician and Heavy Equipment Technician. The renovation at the DA Barn facility at Lethbridge Polytechnic, which will house the Southern Alberta Collegiate Institute, is nearing completion, with move-in anticipated for August 2025. Program developments include moving the Medical First Responder (MFR) program to Lethbridge Polytechnic with the goal of guaranteed acceptance into their Paramedic program upon successful completion, and the piloting of a new Early Childhood Education/Teaching Career Pathway at Coaldale Prairie Winds Secondary School. A Healthcare CTS Exploratory and a Design CTS Exploratory have been developed and the Foundations of Agriculture course is being revamped. The division is also shifting the approach to Work Experience credits, focusing on core competency skills as a reflection of jobsite experiences as learning and growth can happen in any work circumstance.

The Prairie Winds Fire and Emergency Services Academy (PWFESA) received a \$10,000 donation from Kinettes in Coaldale providing a much welcomed financial boost to support the purchase of required equipment. Students competed at the Futures of Fire event in Edmonton, with students earning 3 of 4 leadership

Chairperson: 

Secretary Treasurer: 

awards. Three new sets of bunker gear will be purchased, for a total of 15 sets, to allow for meeting the high demand.

The 2024-2025 Dual Credit Enhancement Grant was used to purchase medical services equipment. Applications have been submitted for a \$50,000 start up grant through Lethbridge Polytechnic and a \$100,000 enhancement grant to add some materials and courses to our dual credit offerings including purchasing equipment and supplies to use for building sheds on school grounds and purchasing technology equipment for design purposes.

Enrollment numbers show continued growth across most Off-Campus programs, with Dual Credit increasing to 180+ students in 2024-2025, Work Experience maintaining high numbers at 500+, Green Certificate increasing to 33+, and RAP reaching 44+ students.

Students participating in Dual Credit/Collegiate programs provided positive feedback, highlighting that the programs opened their eyes to new possibilities, provided hands-on learning not available at school, and featured helpful and engaging instructors. The team is also continuing its focus on grades 7-9 to build core competency and executive functioning skills for a better transition to high school.

Jason was thanked for his presentation and for his dedicated work in the area of Off Campus and Engagement for the division.

**Resolution # BT20250617 - 08**

**Moved by: Trustee Debbie Laturnus**

That the Board receives the Off Campus/Engagement Report as information.

**CARRIED**

**6.2. English as an Additional Language (EAL) Report**

Dr. Adam Browning, Director of Learning, presented the English as an Additional Language (EAL) Report.

The current enrollment of identified EAL learners in Palliser schools is 3,820, representing an increase of 134 students from the 2023-2024 academic year. Student enrollment data by area shows 2503 EAL students in Calgary area schools, 662 in Lethbridge area schools, 147 in Vulcan Area schools, and 357 in colony schools.

Professional learning initiatives that support language acquisition have been expanded for all support staff, focusing on implementing Making Content

Chairperson:

*Louise E. Berte*

Secretary Treasurer:

*CR*

Comprehensible, an approach integrating language and content instruction. Professional learning provides consistent and effective approaches, including strategies for staff supporting Early Learning and for language instructors. The division coordinates professional learning with other school divisions and provincial consortia. The new EAL Benchmarks have been implemented in all schools, accompanied by professional learning for teachers.

Grades 1-3 Provincial Mandatory Literacy Assessment data, specifically for the Test of Word Reading Efficiency (TOWRE) and Castles and Coltheart 3 (CC3), were provided on the achievement trends of EAL students. The percentage of EAL students demonstrating they do not require additional support in these key early literacy measures rose substantially from the 50-62% range in 2023-2024 to the 80-82% range in 2024-2025. This suggests that a much larger proportion of young EAL learners in Grades 1-3 are meeting the literacy benchmarks assessed by TOWRE and CC3 in the current year compared to the previous year

EAL student achievement on Grade 6 and Grade 9 Provincial Achievement Tests (PATs) for English Language Arts and Mathematics is tracked. The data shows Palliser EAL student performance trending above the provincial EAL rates over a three-year average. Student growth and achievement are also monitored through measures such as high school completion rates, the annual drop-out rate (of students ages 14-18) and the rate of transition from high school to post-secondary education. Palliser School Division results reflect positive trends with the percentage of high school to post-secondary transition rate of students/FNMI students within six years of entering high school (86.2%) being above the provincial average of 72%. The annual drop-out rate of students/EAL students ages 14 to 18 of 2.6% is below the provincial rate. The percentage of Palliser EAL/FNMI high school students who transition to post-secondary education within 6 years of entering high school is well above the provincial rate (79.1% vs 65.2%)

The division is proud to report that the current gap between the achievement of non-ELA learners versus the achievement of ELA learners is only 2% and has steadily declined over the past 5 years.

Dr. Browning was thanked for his report and for his support of the EAL students and teachers in the division.

**Resolution # BT20250617 - 09**

**Moved by: Trustee Sharon Rutledge**

That the Board receives the English as an Additional Language Report as information.

**CARRIED**

Chairperson:

*Louise E. Berte*

Secretary Treasurer:

*CR*

**7. INFORMATION ITEMS**

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

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

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

Attached to the agenda was the Deputy Superintendent'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. \*ASSOCIATE SUPERINTENDENT, BUSINESS SERVICES REPORT**

Attached to the agenda was the Associate Superintendent, Business Services' monthly activities report.

**7.5. \*TRUSTEE REPORTS**

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

**7.6. \*ADMINISTRATIVE PROCEDURE 217: LOCALLY DEVELOPED AND ACQUIRED COURSES**

Administrative Procedure 217 was revised and provided as information for the Board. The updated procedure will be posted on the division website.

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

A list of national and international field trips planned in the division was included in the agenda.


*The meeting paused for lunch from 12:23 - 12:50 p.m.*

**8. ACTION/DISCUSSION ITEMS**

**8.1. Board Strategic Plan**

At the start of the 2025-2026 school year, the Board engaged a growth strategy firm, Incite, and undertook a strategic planning review and planning process. Stakeholders throughout the division were consulted and feedback was gathered from a variety of sources, including leadership interviews, staff surveys and world-cafe style engagement sessions with educational partners, parents, community members and staff. After strategic planning sessions, which involved an analysis of feedback, the Board identified six goals and three priorities, along with tactics and timelines to create its five year strategic plan.

Chairperson: 

Secretary Treasurer: 

**Resolution # BT20250617 - 10**

**Moved by: Trustee Mike Oliver**

That the Board of Trustees of Palliser School Division approves the Palliser School Division Five Year Strategic Plan, as presented, and directs the Superintendent of Schools to proceed with its implementation, monitoring, and regular reporting on progress to the Board.

**CARRIED**

**8.2. Terry Fox Foundation Thank You**

Palliser Schools have been commended by the Terry Fox Foundation for their significant contributions to the 2024 Terry Fox School Run, collectively raising \$18,255.37 for cancer research. Vulcan Prairieview Elementary School stood out, earning "Top Fundraising" status in Alberta. They were recognized as one of the top 25 fundraising elementary schools in the province, continuing a 22-year tradition of participation in the Terry Fox School Run. The Terry Fox Foundation is encouraging all Canadian schools to register for the Terry Fox School Run 2025.

**Resolution # BT20250617 - 11**

**Moved by: Trustee Debbie Laturnus**

That the Board receives the Terry Fox Foundation Thank You as information.


**CARRIED**

**8.3. Approval 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
Band 15	3 Credits (2025-2029)	LDC1439	2025-2026		2028-2029
Band 15	5 Credits (2025-2029)	LDC1439	2025-2026		2028-2029
Band 25	3 Credits (2025-2029)	LDC2439	2025-2026		2028-2029
Band 25	5 Credits (2025-2029)	LDC2439	2025-2026		2028-2029
Band 35	3 Credits (2025-2029)	LDC3439	2025-2026		2028-2029

Chairperson: 

Secretary Treasurer: 

Band 35	5 Credits (2025-2029)	LDC3439	2025-2026		2028-2029
Broadcast Video 15	5 Credits (2024-2028)	LDC1786	2025-2026		2027-2028
Broadcast Video 25	5 Credits (2024-2028)	LDC2786	2025-2026		2027-2028
Broadcast Video 35	5 Credits (2024-2028)	LDC3786	2025-2026		2027-2028
Chamber Ensemble 15	3 Credits (2025-2029)	LDC1417	2025-2026		2028-2029
Chamber Ensemble 15	5 Credits (2025-2029)	LDC1417	2025-2026		2028-2029
Chamber Ensemble 25	3 Credits (2025-2029)	LDC2417	2025-2026		2028-2029
Chamber Ensemble 25	5 Credits (2025-2029)	LDC2417	2025-2026		2028-2029
Chamber Ensemble 35	3 Credits (2025-2029)	LDC3417	2025-2026		2028-2029
Chamber Ensemble 35	5 Credits (2025-2029)	LDC3417	2025-2026		2028-2029
Choir 15	3 Credits (2025-2029)	LDC1414	2025-2026		2028-2029
Choir 15	5 Credits (2025-2029)	LDC1414	2025-2026		2028-2029
Choir 25	3 Credits (2025-2029)	LDC2414	2025-2026		2028-2029
Choir 25	5 Credits (2025-2029)	LDC2414	2025-2026		2028-2029
Choir 35	3 Credits (2025-2029)	LDC3414	2025-2026		2028-2029
Choir 35	5 Credits (2025-2029)	LDC3414	2025-2026		2028-2029
Design Thinking for Innovation 15	3 Credits (2025-2029)	LDC1131	2025-2026		2028-2029
Design Thinking for Innovation 15	5 Credits (2025-2029)	LDC1131	2025-2026		2028-2029

Chairperson: *Louise E. Bente*

Secretary Treasurer: *CR*



Design Thinking for Innovation 25	3 Credits (2025-2029)	LDC2131	2025-2026		2028-2029
Design Thinking for Innovation 25	5 Credits (2025-2029)	LDC2131	2025-2026		2028-2029
Design Thinking for Innovation 35	3 Credits (2025-2029)	LDC3131	2025-2026		2028-2029
Design Thinking for Innovation 35	5 Credits (2025-2029)	LDC3131	2025-2026		2028-2029
European History 35	3 Credits (2025-2029)	LDC3257	2025-2026		2028-2029
European History 35	5 Credits (2025-2029)	LDC3257	2025-2026		2028-2029
Film and Media Art 15	3 Credits (2025-2029)	LDC1092	2025-2026		2028-2029
Film and Media Art 15	5 Credits (2025-2029)	LDC1092	2025-2026		2028-2029
Film and Media Art 25	3 Credits (2025-2029)	LDC2092	2025-2026		2028-2029
Film and Media Art 25	5 Credits (2025-2029)	LDC2092	2025-2026		2028-2029
Film and Media Art 35	3 Credits (2025-2029)	LDC3092	2025-2026		2028-2029
Film and Media Art 35	5 Credits (2025-2029)	LDC3092	2025-2026		2028-2029
Forensic Studies 25	3 Credits (2025-2029)	LDC2256	2025-2026		2028-2029
Forensic Studies 35	3 Credits (2025-2029)	LDC3256	2025-2026		2028-2029
Forensic Studies 35	5 Credits (2025-2029)	LDC3256	2025-2026		2028-2029
Instrumental Jazz 15	3 Credits (2025-2029)	LDC1431	2025-2026		2028-2029
Instrumental Jazz 15	5 Credits (2025-2029)	LDC1431	2025-2026		2028-2029
Instrumental Jazz 25	3 Credits (2025-2029)	LDC2431	2025-2026		2028-2029

Chairperson: *Louise E. Bente*

Secretary Treasurer: *CR*

Instrumental Jazz 25	5 Credits (2025-2029)	LDC2431	2025-2026		2028-2029
Instrumental Jazz 35	3 Credits (2025-2029)	LDC3431	2025-2026		2028-2029
Instrumental Jazz 35	5 Credits (2025-2029)	LDC3431	2025-2026		2028-2029
Leadership, Character & Social Responsibility 15	3 Credits (2025-2029)	LDC1509	2025-2026		2028-2029
Leadership, Character & Social Responsibility 15	5 Credits (2025-2029)	LDC1509	2025-2026		2028-2029
Leadership, Character & Social Responsibility 25	3 Credits (2025-2029)	LDC2509	2025-2026		2028-2029
Leadership, Character & Social Responsibility 25	5 Credits (2025-2029)	LDC2509	2025-2026		2028-2029
Leadership, Character & Social Responsibility 35	3 Credits (2025-2029)	LDC3509	2025-2026		2028-2029
Leadership, Character & Social Responsibility 35	5 Credits (2025-2029)	LDC3509	2025-2026		2028-2029
Paleontology 15	3 Credits (2025-2029)	LDC1293	2025-2026		2028-2029
Paleontology 15	5 Credits (2025-2029)	LDC1293	2025-2026		2028-2029
Paleontology 25	3 Credits (2025-2029)	LDC2293	2025-2026		2028-2029
Paleontology 25	5 Credits (2025-2029)	LDC2293	2025-2026		2028-2029
Paleontology 35	3 Credits (2025-2029)	LDC3293	2025-2026		2028-2029
Paleontology 35	5 Credits (2025-2029)	LDC3293	2025-2026		2028-2029
Vocal Jazz 15	3 Credits (2025-2029)	LDC1433	2025-2026		2028-2029
Vocal Jazz 15	5 Credits (2025-2029)	LDC1433	2025-2026		2028-2029
Vocal Jazz 25	3 Credits (2025-2029)	LDC2433	2025-2026		2028-2029

Chairperson: *Louise E. Bente*

Secretary Treasurer: *CR*

Vocal Jazz 25	5 Credits (2025-2029)	LDC2433	2025-2026		2028-2029
Vocal Jazz 35	3 Credits (2025-2029)	LDC3433	2025-2026		2028-2029
Vocal Jazz 35	5 Credits (2025-2029)	LDC3433	2025-2026		2028-2029

**Resolution # BT20250617 - 12**

**Moved by: Trustee Tony Montina**

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

**CARRIED**

*There was a break for lunch from 12:05 - 12:50 p.m.*

**8.4. Financial Literacy, Physical Education and Wellness Curriculum**

In follow up to the Numeracy Report presented at the April 2025 Regular Meeting of the Board, Jackie Kark, Director of Learning, provided information on the financial literacy curriculum. The physical education and wellness curriculum combines the disciplines of physical education and health/wellness education and promotes the holistic development of students in eight dimensions including financial. The organizing idea around Financial Literacy within the curriculum is “informed financial decision making contributes to the well-being of individuals, groups, and communities.” Jackie reviewed the learning outcomes of the Kindergarten through grade 6 Financial Literacy, Physical Education and Wellness curriculum.

Jackie was thanked for providing detailed information on the Financial Literacy curriculum.

**Resolution # BT20250617 - 13**

**Moved by: Trustee Tony Montina**

That the Board receives the Financial Literacy, Physical Education and Wellness Curriculum update as information.

**CARRIED**

**8.5. Addition of Hutterite Colony School**

A Hutterite Colony within Livingstone School Division is splitting and the daughter colony will be opening in Palliser School Division in the fall of 2025.

Chairperson:

*Louise E. Berte*

Secretary Treasurer:

*[Signature]*

**Resolution # BT20250617 - 14**

**Moved by: Trustee Mike Oliver**

That the Board approves the addition of the Summerland Colony School to the group of Palliser Hutterian Colony Schools beginning in the 2025-2026 school year, with the opening date of October 20, 2025.

**CARRIED**

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

**Resolution # BT20250617 - 15**

**Moved by: Trustee Sharon Rutledge**

That the meeting moves *in-camera*, at 1:12 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 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 #BT20250617 - 16**

**Moved by: Trustee Tony Montana**

That the meeting moves out of *in-camera* at 2:07 p.m.

**CARRIED**

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

There was no business arising from *in-camera*.

**11. ADJOURNMENT**

Being no further business before the Board, the meeting was adjourned at 2:07 p.m.

Chairperson: 

Secretary Treasurer: 