



Date: Wednesday, March 20, 2024
Time: 7:00pm to pm
Meeting Room: Virtual
Facilitator: Debbie Belgrave (Chair)
Timekeeper: Grant Fong (Vice Chair)
Minute Taker: Ann Pan
Attendees: Debbie Belgrave, Ann Pan, Dayle Vienneau, Lorelei Bexte, Kelly Tebbutt, Barby Peterson, Stephanie Schroeder

Agenda Item	Notes	Speaker
1. Welcome, Call to order, absence for apologies, introductions.	<ul style="list-style-type: none"> • 7:00 pm – Greetings from Debbie. Call to order. • Thank you for coming! • 7:05 pm – Debbie opened in prayer and land acknowledgement. 	Debbie B
2. Roll call.	Ann took attendance. 7 in attendance.	
3. Open Orders of Business: Chair	Motion to approve minutes from last meeting: <ul style="list-style-type: none"> • Motion to approve the minutes for January 24, 2024, meeting: Debbie B • Stephanie Second by, all in favour Passed	Debbie B
4. New Business: Update from Palliser School Division	<ul style="list-style-type: none"> • Lorelei Bexte, Palliser Report posted below, see Appendix 1 	Lorelei Bexte

<p>5. New Business: Principals Report</p>	<p>Principal Report posted below, see Appendix 2</p> <p>Is there a debrief process that happens with students/parents if there is a hold and secure etc.? There is a debrief with the teacher and the counselor (fslc), and the principal is also available. For instance, we had a shelter in place this year. There was a student who had medical issues where EMS needed to come into the building. We debriefed with the kids, allowed them to contact the student, and reassured them of the situation. It wasn't school wide so because of FOIP it wasn't announced or communicated to parents. We try to make sure that we take care of the people that are directly impacted and not make the situation a dark and scary thing.</p>	<p>Dayle Vienneau Stephanie Schroeder Dayle Vienneau</p>
<p>6. New Business: Society Board Update</p>	<p>Not in attendance</p>	<p>Lara Montgomery</p>
<p>7. New Business: Update from School Council</p>	<ul style="list-style-type: none"> • Information about lockdowns, gangs, cyber safety – if there is interest we can organize an event to share with parents. • Hockey/Skating Rink Update – as the rink is melting they are hoping that kids can stay out of the rink so that we can reuse the liner. 	
<p>8. Outstanding tabled actions</p>	<p>No outstanding tabled actions</p>	
<p>9. New tabled actions</p>	<p>No new tabled actions</p>	
<p>10. Adjournment</p>	<ul style="list-style-type: none"> • Meeting closed at 7:30pm <p>Next Meeting, May 22, 2024</p>	

Appendix 1 – Board Trustee Report

Regular Meeting of the Board February 13, 2024

School Counselling Report: Our Board received this update report highlighting the Division's efforts and achievements in supporting our students' mental well-being, one of our top priorities. In the face of post-pandemic challenges, we have strived to meet these needs through dedicated funding, creative solutions, and a caring, committed staff.

The Division has celebrated many successes thanks in part to a mental health grant received in 2022. These include staff training in social-emotional skills development, the implementation of programs that connect students with supportive communities and providing expert-level assessment and care. Despite these achievements, the impending expiration of the grant presents a new challenge. The Board is now exploring various options to continue supporting our students' mental well-being effectively.

Technology Services Report: In the realm of technology, our division continues to navigate a landscape of underfunding, particularly evident in our struggle to fund the Supernet bandwidth increase. Currently, we are incurring an additional \$11,000 per month beyond our allocated provincial grant funding. As software platforms increasingly move online, the necessity for robust infrastructure becomes more critical for our schools and students. Another pressing concern is cybersecurity, with the rise of more sophisticated threats demanding enhanced protective measures. Despite these hurdles, our IT team has made significant strides this school year. The adoption of data analytics tools like "Google Looker Studio" is a notable advancement. These tools enable our learning services team to analyze big-picture trends and refine strategies to enhance student learning.

Regular Meeting of the Board: March 12, 2024

Human Resources Update:

The Human Resources team at Palliser School Division provides support to a diverse workforce of over 1600 individuals, including teachers, bus drivers, educational assistants, and other professionals dedicated to the well-being and education of our students. The department contributes to recruiting and retaining qualified personnel, fostering a positive work culture, and upholding legal and ethical standards within the educational community. During the current school year, the team has focused on enhancing support for all staff members. In the fall of 2023, they launched the HR Staff Portal, a comprehensive online resource. This portal centralizes essential information, documents, and resources for staff wellness, streamlining access and support. Additionally, the team has undertaken a review of Administrative Procedures and the Employee Handbook. The HR team also offered staff support and professional development through the 'New Teachers' orientation group to empower new educators, and 'Aspiring Leaders', which supports teachers looking to transition to administrative roles.

Volunteer Bus Driver Training:

The Division is pleased with the interest in volunteering to help our students travel on field trips or other events outside of school. Volunteers interested in completing the required training and possess a Class 1 or 2 license are encouraged to reach out to their school administration or Palliser School Division's transportation services department to learn how to proceed.

Respectfully submitted Lorelei Bexte.

Any questions or concerns please contact me at lorelei.bexte@pallisersd.ab.ca or (403) 485-0823

Appendix 2 – Principal’s Report

PRINCIPAL’S REPORT - March 2024

What’s Happening?

- Lots of planning for the 2024/25 school year is starting to take place
 - Student enrolment continues to be high - Menno is considered to be ‘full’ with over 95% of the spots filled.
 - We are currently advocating for the EA support we will need for next year through Palliser.
 - We are waiting to hear about our funding for teachers - we won’t find out until Palliser sets their budget for the year.
 - Our society board is currently creating their budget for next school year as well and will be supporting our program enhancement projects, staffing of teachers and support staff, and funding our Christian Education program.
- Lockdown/Fire Drills
 - All emergency drills are explained to students in a manner that is age appropriate prior to the first drill. Notice is given to all students and staff of the first drill(s).
 - Lockdown (AP 129)
 - Lockdown, Hold & Secure, Shelter in Place
 - Lockdown - inside intruder or emergency
 - Hold & Secure - students stay in classroom, class as usual but they don’t go out in hallways so that if we need EMS to come in due to an injury or we need to support a student, we can.
 - Shelter in Place - students stay in the building - could be an animal on the field, black out, weather concern, etc. Classes go on as usual.
 - 2 practice drills required each year
 - FSLC, Making Connections Worker, principal, and teachers are available to help debrief the situation with students if needed.
 - Fire Drills (AP 311)
 - 6 practice drills required each year
- Parent/Teacher Conferences - thank you to all the parents who are providing supper for the teachers. We are so blessed!!
- New Social Studies curriculum - [Have your say!](#)

Looking ahead...

- Reminder to send forks/spoons with your child for lunch as the office has run out of disposable utensils
- 2024/25 Division Calendar (not official Menno calendar quite yet)
 - Dates that are approved:
 - September 3 - first day of school
 - December 23 - January 3 - Christmas Break
 - March 21 - April 4 - Spring Break
 - June 25 - last day of school

- Dates that are awaiting approval:
 - November 11-15 - Fall Break
 - February 17 - 21 - February Break
- Spring Drama - Sherlock Holmes and the 1st Baker Street Irregular (May 2-4)
- Menno's 40th Anniversary Bash!
 - Save the date: May 26, 2024
 - 2:00pm-3:00pm - Book Reading and High Tea
 - 3:00pm - 5:00pm - our gym will be transformed into a roller rink! Inline skates will be provided
 - Redesigning our space for our memorial bench