



**Date:** Thursday, January 16, 2025  
**Time:** 7:00pm to 7:33pm  
**Meeting Room:** Virtual  
**Facilitator:** Lisa Kuehn (Chair)  
**Timekeeper:** Ann Pan  
**Minute Taker:** Ann Pan  
**Attendees:** Lisa Kuehn, Ann Pan, Dayle Vienneau, Lorelei Bexte, Marvin Grasmeyer, Amanda Toews, Kelly Tebbutt, Sarah Vanderkooi, Dami Oni, Damilola Abegunde, Madj Rizk, Lei Sun, Sola Oladipo, Jolene Giesbretch, Ben Postma, Mark Tinana, Melissa Appave, Viola Lu, Rafael Mendez, Debbie Belgrave, Esther Bedwell, Chelsea Thiessen, David Lu, Bisi Oladipo, Anna Braun, Marvin Grasmeyer, Barby Peterson, Courtney Dreger, Heather Patterson

	Notes	Speaker
<b>1. Welcome, Call to order, absence for apologies, introductions.</b>	Lisa Kuehn opens the meeting. Ann Pan opens in prayer. <ul style="list-style-type: none"> <li>7:01 pm. Meeting started</li> </ul>	
<b>2. Roll call.</b>	Ann took attendance. 29 people in attendance.	
<b>3. Open Orders of Business: Chair</b>	Motion to approve minutes from last meeting: <ul style="list-style-type: none"> <li>Motion to approve the minutes for October 17, 2024, meeting: Lisa Kuehn</li> <li>Second by Jolene Giesbrecht, all in favour - Passed</li> </ul>	Lisa Kuehn
<b>4. New Business: Update from Palliser School Division</b>	<ul style="list-style-type: none"> <li>Lorelei Bexte, Palliser Report posted below, see Appendix 1</li> </ul>	Lorelei Bexte

<p><b>5. New Business:</b> <b>Principals Report</b></p>	<p>Principal Report posted below, see Appendix 2</p> <p>Questions: <i>I noticed there was a PD Day on the Monday of fall break. Will we be able to move that to a Friday?</i> I have submitted for the change as it affects many of the schools who schedule a fall break, but we will have to wait and see if it gets approved, otherwise, it will be an in school PD for the teachers.</p> <p><i>Report cards, at his previous school it was Not Achieving, Acceptable, Above, Exceptional. How many categories will the new one be? Will it show if they are excelling in levels?</i> There are four, Not Yet, Emerging, Developing, and Proficient (at grade level). Proficient will indicate that the student is demonstrating an understanding of the curriculum. If the child is excelling above grade level, this information would be captured in the comment section of the report card.</p> <p><i>Why did we decide to use Edsby as well as online report cards?</i> It was a Palliser decision, that being said the report card will be quite lengthy by the end of the year so it will be easier for the parents to go through the indicators and comments once it is online. We also do have parents that prefer an online version. We did survey the parents regarding hard copy or online and the parents were split.</p>	<p>Dayle Vienneau Lisa Kuehn Dayle Vienneau Madj Rizk Dayle Vienneau Lisa Kuehn Dayle Vienneau</p>
<p><b>6. New Business:</b> <b>Society Board Update</b></p>	<p>Since the last Parent Council Meeting, the board had our AGM in November. The biggest news from the AGM was Lara Montgomery stepping down as Chair of the Board after serving for 4 years. A huge thanks to all she committed to and her leadership!</p> <p>Other Points:</p> <ul style="list-style-type: none"> <li>• New Board Chair <ul style="list-style-type: none"> <li>○ Keith Humphreys</li> </ul> </li> <li>• Voted in 3 new members <ul style="list-style-type: none"> <li>○ Melanie Wengatz</li> <li>○ Candice Johnson</li> <li>○ Steven Flight</li> </ul> </li> <li>• Annual Budget was approved</li> </ul> <p>The Society meets again on Monday January 20th.</p>	<p>Keith provided written report to Lisa</p>
<p><b>7. New Business:</b> <b>Update from School Council</b></p>	<p>Parent Education:</p> <ul style="list-style-type: none"> <li>• A \$500 Alberta School Council Engagement Grant was given to the school. We are currently looking at bringing in Paul Davis, who is does talks to students and families about social networking and online safety. We are currently in the process of trying to set a date for him to come. If there are other types of parent education sessions that the community is interested in please reach out to me.</li> </ul> <p>Divisional Events:</p> <ul style="list-style-type: none"> <li>• Grade 2 Class will have a skating event on Sunday, Feb 9 from 3:00pm – 5:00pm</li> </ul>	
<p><b>8. Outstanding tabled actions</b></p>	<p>No outstanding tabled actions</p>	
<p><b>9. New tabled actions</b></p>	<p>No new tabled actions</p>	
<p><b>10. Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Meeting closed at 7:33pm Next Meeting, March 13, 2025 @ 7:00pm</li> </ul>	

## Appendix 1 – Board Trustee Report

### **Board Meeting Highlights from November 12, 2024:**

**Annual Education Results Reporting:** The Board recently reviewed the Annual Education Results Report as part of Alberta’s Assurance Framework, which aims to build public trust and ensure the education system meets student needs and fosters success. This framework requires school authorities to develop comprehensive education plans that set clear priorities, outline desired outcomes, and establish metrics and strategies for improvement in key areas.

Palliser School Division continues to surpass provincial averages, with positive feedback from both staff and parents. However, one area identified for growth is student sentiment toward learning and engagement at school. Division leadership, school Principals and staff are working closely to identify strategies to address this concern. This report serves as a public-facing document and represents the Division’s commitment to accountability and transparency. It highlights the progress toward achieving goals and promotes continuous improvement. The report is scheduled for approval at the next board meeting, pending the integration of additional information from audited financial statements. Once approved by the Board, it will be publicly available on the Palliser School Division website by November 30, 2024.

### **Board Meeting from November 26, 2024:**

**Board Approves 2023-2024 Annual Education Results Report:** School authorities in Alberta have the flexibility to use resources to meet students' learning needs and annually prepare an Annual Education Results Report (AERR) to demonstrate accountability and assure local stakeholders, Alberta Education and the public that they are fulfilling their responsibilities and that students are successful. The Board has approved the division’s 2023-2024 Annual Education Results Report which provides the results achieved from implementing the division’s Education Plan. The AERR is available on the division website.

**Audited Financial Statements 2023-2024:** The Audit Committee met with the auditing firm, KPMG LLP, on November 25, 2024, to review the audited financial statements for the 2023-2024 school year. At the Committee's recommendation, the Board accepted the auditor’s report at the November 26, 2024, Regular Meeting of the Board and approved the audited financial statements. The statements have been shared with Alberta Education and are available on the division website.

**New Secretary Treasurer is appointed:** Effective November 29, 2024, Cindy Rogers, currently in the role of Director of Finance, will assume the role of Associate Superintendent, Business Services. Cindy was appointed Secretary-Treasurer of the division at the November 26, 2024, Regular Meeting of the Board. Cindy brings a wealth of experience in education finance, with nearly 13 years at Palliser. She possesses a deep understanding of Palliser operations. The Board admires her remarkable work ethic, commitment to quality, and passion for supporting the students of Palliser School Division and welcomes her to the Senior Administrative team. The division thanks the outgoing Associate Superintendent, Business Services and Secretary-Treasurer, Hailey Pinksen, for her work with the division and wishes her success in her future endeavours.

### **Board Meeting Highlights from December 10, 2024:**

**Early Learning Report:** Palliser School Division's Early Learning Programs provide valuable learning experiences for 3 and 4-year-olds through play-based learning, literacy and numeracy development and social-emotional growth. These enriching programs are located at 10 schools throughout the southern area of the division. Input from our dedicated team of educators and school administrators, along with professional development opportunities have ensured the integration of the best and most current practices. The Board understands the importance of accessible and high-quality early learning, and is committed to addressing the challenges of rising student needs by prioritizing the support provided by speech and language pathologists, occupational therapists, physiotherapists, and family-oriented programs. To inquire about an early learning program at your local school, please contact the school directly.

**International Student Program Report:** The Palliser School Division's International Student Program continues to thrive, welcoming students from diverse global backgrounds and allowing domestic students to experience cultural diversity and enrichment within their classrooms and exciting opportunities for reciprocal exchanges. International students are welcomed into our communities and experience cultural immersion and short-term and long-term programming options. In the past year, the program adjusted student enrollment to ensure quality placements and address capacity concerns, however, has continued to see growth in applications and has expanded its partnerships with international agencies. In the new year, local students will participate in reciprocal exchange programs in Italy, Spain, and Sweden. In spring 2024, a group of students from Coaldale participated in an exchange to Teruel, Spain. More information on the International Student Program is available on the division website.

**Board Policy Review:** The Board reviews and revises its policies on a rotational basis which provides for all policies being reviewed at least once per term of office. Drafts of Policy 3: Role of the Trustee, Board Chair and Policy 9: Appeals and Hearings Regarding Teacher Matters, now named Policy 9: Appeals and Hearings Regarding Teacher Transfers, are posted for information on the division's website.

**Board Meeting Highlights from January 14, 2025:**

**Transportation Services Update:**

The Palliser School Division operates a fleet of 85 buses, transporting 2,400 students daily across 63 routes and travelling over 1.9 million kilometres annually. In 2024, the fleet maintained compliance with all provincial safety requirements, including biannual inspections, GPS tracking, and enhanced monitoring systems. The "Think of Us on the Bus" safety campaign continues to raise awareness, supported by law enforcement and regional outreach. Additionally, five new camera systems were added to buses, reducing traffic violations around school buses and providing drivers with 360-degree visibility around the bus. Despite rising fuel costs and a shortage of spare drivers, the transportation department is closing the 2023-2024 year with a small surplus due to subsidies and cost-saving measures. The department is also addressing ongoing operational improvements, including field trip support and stakeholder collaboration to resolve concerns. Looking ahead, the division will continue to modernize its fleet and adapt to regulatory changes affecting eligibility criteria and funding for the 2026-2027 school year.

**2024/2025 Budget Update:**

The Palliser School Division, like many others across the province, is facing a budget deficit for the 2024/2025 school year due to funding challenges. A \$1.5 million funding loss from a grant clawback due to enrollment overestimations is responsible for much of the deficit. While initial projections indicated a \$4.4 million shortfall, cost-saving measures such as unfilled positions, new hires at entry-level salaries, and operational efficiencies have reduced the deficit to \$2.6 million. Despite rising expenses for new facilities, buses, and staffing, Palliser remains committed to protecting classroom resources and maintaining high-quality education. The Board continues to advocate for adequate funding, emphasizing the unique needs of rural schools and shifting enrollment. Through careful planning and ongoing dialogue with the provincial government, the division focuses on finding long-term solutions to ensure student stability and growth.

**2025/2026 Calendars:**

The Board approved draft Division calendars for the 2025/2026 school year for our South, North and Islamic schools. Now that the Board has approved the Division calendars, school administrators will consult with their staff and community to determine a local calendar. This may include additional school-based professional development days, shown in purple on the calendar, to continue to work on local priorities and goals, or a request may be made for additional non-student, non-staff days, also referred to as non-operational days. The calendars will be available soon on our Division website.

Next Board Meeting is February 11, 2025

Any questions or concerns please contact Lorelei Bexte at [lolelei.bexte@pallisersd.ab.ca](mailto:lolelei.bexte@pallisersd.ab.ca), or phone (403)485-0823.

## Appendix 2 – Principal’s Report

### PRINCIPAL’S REPORT - January 2025

---

#### What’s Happening? What’s New?

- Report Cards
  - New format as they will be completed through Edsby
  - All parents will need to create an account with Edsby (directions will be sent home the week of January 27). Please contact the office if you need assistance with this process! Most junior high parents are already connected with Edsby.
  - Report cards will be available online as of February 3 - no printed copies will be sent home
  - [outcomes based reporting](#) - we have already been using this approach but the template and indicators will change slightly as a result of changing to a district-wide report card system
- Palliser’s draft calendar for 2025/26 - Important Dates:
  - Sept 2 - First day for students
  - Nov 10-14 - Fall break/No school
  - December 20 - Jan 4 - Christmas break
  - Feb 16-20 - February break/Teachers’ Convention
  - March 21 - April 6 - Spring Break (First day back is Tuesday, April 7)
  - June 25 - Last day of school for students

---

#### Other Information

- Skating Rink - it is being well-used! Thank you to the rink dads who made this possible: Grant Fong, Zhihai Ma, Tylor Volk, Aaron Johnson, Travis Prins, and Jonah Prins
  - K-4 skate on Monday/Wednesday
  - 5-9 skate on Tuesday/Thursday
- Spring drama production will be Charlotte’s Web! Performances will take place on May 1 (evening), 2 (evening), and 3 (matinee). All Grades 6-9 students are welcome to join!
- Ski Days
  - Grades 4-6 on Feb 3
  - Grades 7-9 on Feb 12