



2017 – 2018 School Year

# Board Meeting Agenda

**Date:** Tuesday, June 19, 2018

**Time:** 9:30 am

**Venue:** LRSD No. 68 Central Office Boardroom  
5202 - 5th Street East, Claresholm, AB

**Trustees:**  
Jim Burdett  
Lori Hodges  
Greg Long  
John McKee  
Lacey Poytress  
Brad Toone  
Clara Yagos

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## Call to Order

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9:30 am    **A.    Call to Order** Chair

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## In-Camera

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9:30-10:00    **B.    In-Camera** Chair  
                    **B.1    Labour**

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## Emergent Changes to the Agenda

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10:00-10:02    **C.    Emergent Changes to the Agenda** Chair

Recommendation:

That the June 19, 2018 Regular Board Meeting Agenda be approved by the Board of Trustees (as presented or amended).

Moved by: \_\_\_\_\_

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## Declaration of Conflict of Interest

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10:02-10:03    **D.    Declaration of Conflict of Interest** Chair

That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the June 19, 2018 Board Meeting and if so should declare them.

Declared: \_\_\_\_\_

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## Adoption of Minutes

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10:03-10:05    **E.    Adoption of Minutes** Chair  
(Attach)

**Mission Statement** *To develop critical thinkers and lifelong learners who become contributing citizens. This will be accomplished through consistent delivery of high quality programming and teaching that is responsive to diverse student needs and interests in an inclusive environment.*

Recommendation:

That the minutes from the May 22, 2018 Regular Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees (as presented or amended).

Moved by: \_\_\_\_\_

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## Action Items

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### F. Action Items

10:05-10:15 **F.1 Board Consent Agenda** B. Toone

At the May 22, 2018 Board Meeting, Trustee Hodges moved that the Board of Trustees approve of creating a new Consent Agenda, the structure to be approved at the next Board Meeting, and direct policy committee to update Policy 8 - Board Operations accordingly. (Motion 17-158)

Recommendation:

That the Board of Trustees approve of creating a new Consent Agenda for the Board of Trustees and direct the policy committee to update Policy 8 - Board Operations. This update would include "A consent agenda may be presented by the chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the chair with approval from the Board. It is important to make sure that all trustees know what items belong on the agenda and how to move items to and from the consent agenda. For this reason, instruction on using the consent agenda should be part of the board orientation program."

Moved by: \_\_\_\_\_

10:15-10:25 **F.2 Board Meetings and Committee of the Whole Meeting Dates** B. Toone  
(Attach)

At the May 22, 2018 Board Meeting, Trustee Burdett moved that the Board of Trustees approve of directing Superintendent Seguin to bring forward a proposal for meeting dates for the 2018-2019 Board Meetings and 2018-2019 Meeting of the Whole Meetings to the June Board Meeting. (Motion 17-159) Attached for your review is a draft of proposed Board Meeting and Meeting of the Whole dates.

Recommendation:

That the Board of Trustees approve the proposed meeting dates for the 2018-2019 Board Meetings and 2018-2019 Meeting of the Whole Meetings (as presented or amended).

Moved by: \_\_\_\_\_

10:25-10:35 **F.3 Breakfast – Coffee with the Board** B. Toone

At the May 22, 2018 Board Meeting, Trustee Poytress moved that the Board of Trustees, upon review of a draft schedule of school tours prepared by Superintendent Seguin and brought to the September 18, 2018 Board Meeting for approval, approve of scheduling school tours for the purpose of meeting with the school administration and direct Superintendent Seguin to contact administration to prepare a one page description highlighting the school and programs available. (Motion 17-160) Superintendent Seguin will present a draft schedule at this board meeting for review and approval by the Board of Trustees.

Recommendation:

That the Board of Trustees approve of the school tour schedule for the purpose of meeting with school administrations (as presented or amended) and that Superintendent Seguin will contact administration to prepare a one page description highlighting the school and programs available.

Moved by: \_\_\_\_\_

10:35-10:45 **F.4 Recording Board Meetings**

*B. Toone*

Chair Toone will lead a discussion on recording board meetings.

Recommendation:

That the Board of Trustees direct Superintendent Seguin to explore video recording of board meetings and the necessary requirements for storage and use, to be implemented by the December, 2018 Board Meeting.

Moved by: \_\_\_\_\_

10:45-10:55 **F.5 FNMI Protocols**

*R. Feller / S. Lamouche*

At the December 17, 2017 Board Meeting, Trustee Hodges moved that the Board of Trustees establish First Nations Protocols for LRSD. (Motion 17-098) Richard Feller and Sandra Lamouche, on behalf of the LRSD Wisdom and Guidance Council will present their findings to the Board of Trustees.

Recommendation:

That the Board of Trustees accept the FNMI protocols for Livingstone Range School Division created by the LRSD Wisdom and Guidance Council and direct Superintendent Seguin to create an Administrative Procedure for schools to follow the FNMI protocols established.

Moved by: \_\_\_\_\_

10:55-11:05 **F.6 Superintendent Compensation**

*B. Toone*

The Alberta Government recently introduced new compensation regulations after concluding a Superintendent Compensation Review. This review alters the conditions of employment for Superintendents.

Recommendation:

That the Board of Trustees authorize the Chair and Vice-Chair to meet with the incoming Superintendents to meet the new requirements for superintendent compensation.

Moved by: \_\_\_\_\_

11:05-11:20 **F.7 Trustee Code of Conduct**  
(Attach)

*B. Toone*

Chair Toone will lead a discussion on the Trustee Code of Conduct, Board Policy 5.

Recommendation:

That the Board of Trustees direct the Policy Committee to review Board Policy 5, Trustee Code of Conduct and make necessary changes to be brought to the September 18, 2018 Board Meeting for approval.

Moved by: \_\_\_\_\_

11:20-11:30 **F.8 Work List** L. Hodges  
(Attach)

Board Policy 3, Role of the Board states the Board of Trustees approve annually the "Board of Trustees Annual Work List," outlining the timeframe for various actions. Trustees will review and update the work list as required.

Recommendation:

That the Board of Trustees approve the Annual Work List for the 2018-2019 school year.

Moved by: \_\_\_\_\_

11:30-11:40 **F.10 ATA – LRSD No. 68 Memorandums of Agreement** J. Perry  
(Attach)

Recommendation:

That the Board of Trustees ratify the Memorandum of Agreement between Livingstone Range School Division No. 68 and the local Alberta Teachers' Association for the period September 1, 2016 to August 31, 2018.

Moved by: \_\_\_\_\_

11:40-12:00 **F.11 Trustee Professional Development** B. Toone

Chair Toone will lead a discussion on the current year's Trustee budget status.

Recommendation:

That the Board of Trustees approve the trustee professional development be frozen until the fall 2018 Organizational Meeting which includes ASBA professional development events and summer leadership academy.

Moved by: \_\_\_\_\_

12:00-13:00 **Lunch with Central Office**

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## Presentation

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### G. Presentation

13:00-13:15 **G.1 Honouring Spirit: Indigenous Student Award** B. Toone

Tacey Rabbit, a grade 5 student at W.A. Day Elementary School recently was awarded the Honouring Spirit Award, an award sponsored by ASBA which recognizes FNMI students who model strength and commitment in pursuit of their education, while embracing and celebrating their heritage. Tacey and her mother will attend the board meeting for a presentation to honour and recognize her achievement.

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## Discussion Items

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### H. Discussion Items

13:15-13:25 **H.1 Monthly Financial Statement** J. Perry  
(Attach)

Attached with the agenda is a copy of the Monthly Financial Update for the period ended May 31, 2018. This represents the completion of approximately 90% of the 2017-2018 school year and 75% of the fiscal year.

13:25-13:35 **H.2 Board Policies** C. Yagos

Trustee Yagos will speak on Board Policies.

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## Information Items

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### I. Information Items

13:35-13:45 **I.1 Division Office Move Update** J. Perry

Jeff Perry, Associate Superintendent of Business Services will update the Board of Trustees on the move to Fort Macleod this summer as per Board Motion 17-100, Central Office Move.

13:45-13:55 **I.2 Administrative Procedure 180, Records Management** J. Perry

Jeff Perry, Associate Superintendent of Business Services will update the Board of Trustees on a new records management administrative procedure and schedule to be implemented in the 2018-2019 school year.

13:55-14:05 **I.3 Regional Council of Student Leaders** L. Hodges

Trustee Hodges and Richard Feller, Director of Learning Support will update the board on the activities of the Regional Council of Student Leaders this past year and for future years.

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## Reports

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14:05-14:35 **J. Reports**

### J.1 Central Office Senior Management Reports

- a) Acting Superintendent Report
- b) Associate Superintendent - Administrative, Programs & Services
- c) Associate Superintendent - Business Services

### J.2 Chair's Report

- a) Correspondence Received
- b) Correspondence Sent
- c) Events Attended

### J.3 Community Updates & Celebrations (Trustees' Reports)

### J.4 Professional Learning Sharing

### J.5 Committee Reports

- 1) Awards Committee
- 2) Professional Learning Committee
- 3) Policy Review Committee
- 4) ATA Executive and LRSD Liaison Committee
- 5) ASBA Zone 6 Representation
- 6) Alberta SouthWest Regional Alliance
- 7) Wisdom & Guidance Council
- 8) Regional School Council
- 9) Regional Council of Student Leaders
- 10) Trustee Remuneration Committee

- 11) Pincher Creek Police Advisory Committee
- 12) Livingstone Ski Academy Society
- 13) ASBA Rural Caucus

**J.6 Upcoming Dates**

September 18, 2018                      Regular and Organizational Board Meeting  
October 4-5, 2018                      Admin/Board Retreat; Castle Mountain

**J.7 Work List Items Review**

**J.8 Review of Substantive Motions**  
<https://tinyurl.com/yajh6ocb>

**J.9 Three Key Messages from Today's Meeting**

- 1)
- 2)
- 3)

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**Adjournment**

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**K. Adjournment**

Recommendation:

That the Board of Trustees vote in favour of the meeting being adjourned.

*Moved by:* \_\_\_\_\_ at \_\_\_\_\_ hour