



Board Meeting

Trustees:
Lori Hodges
John McKee
Martha Ratcliffe
Shannon Scherger
Kristy Stevens
Brad Toone
Clara Yaacs

Date: Tuesday, June 20, 2017
Venue: LRSD No. 68 Central Office Boardroom
5202 - 5th Street East, Claresholm, AB

Time: 9:30 am

Call to Order

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

Emergent Changes to the Agenda

9:30- 9:32 **B. Emergent Changes to the Agenda** Chair

Recommendation:

That the June 20, 2017 Agenda be approved by the Board of Trustees (as presented or amended).

Moved by: _____

Adoption of Minutes

9:32- 9:35 **C. Adoption of Minutes** Chair
(Attach)

Recommendations:

That the minutes from the May 23, 2017 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees (as presented or amended).

Moved by: _____

Presentations

D. Presentations

9:35-10:20 **D.1 Canyon School AERR Presentation** D. Fender
(Attach)

Dave Fender, Principal of Canyon School will present the schools' Annual Results Report and Three Year Plan to the Board of Trustees. A copy of the report is attached.

Action Items

E. Action Items

- 10:20-10:40 **E.1 Operational Agreement - Town of Fort Macleod & LRSD No. 68** *D. Driscoll*
(Attach)

As a continuation of the preparations being made to modernize the GR Davis School for the purpose of creating administrative space and entering into a co-ownership arrangement with the Town of Fort Macleod, it is necessary to have an agreement in place that governs the operations, management, maintenance and use of the facility. The attached document is the executive summary of the Joint Operating, Management, Maintenance and User Agreement that has been created after multiple meetings with representatives from the Town of Fort Macleod. It has been created with the intent to be a win-win for both parties operationally and financially and reflects each party contributing to the operations in their areas of strength to establish a positive and efficient partnership for many years to come.

Recommendation:

That the Board of Trustees approve the Executive Summary, as distributed, and authorize the appropriate signatures for the Joint Operating, Management, and Maintenance and Use Agreement thus finalizing the legal partnership and intent with the Town of Fort Macleod to proceed on repurposing of the G.R. Davis building as the future administrative office for the Livingstone Range School Division and the Town of Fort Macleod.

Moved by: _____

- 10:40-10:50 **E.2 Tender for General Contractor - G.R. Davis School** *D. Driscoll*

The Superintendent of Schools will share with the Board the costing that was received from the cost consultant on the detailed designs for the Administration Building to be shared with the Town of Fort Macleod. Given the costing is within the budget approved by the Town of Fort Macleod and the Livingstone Range School Division the next step is to go to tender for the project.

Recommendation:

That the Board of Trustees approve the Governance Committee for the administration building to prepare and issue a tender for the project with the contingency that once the tenders are received the results will come before the Board of Trustees and the Town of Fort Macleod for approval to accept the proposed tender.

Moved by: _____

- 10:50-11:00 **E.3 2017 Election, Returning Officer** *D. Driscoll*

In preparation for the 2017 School Board Trustee Elections the Board shall name a Returning Officer to facilitate the nomination and election processes.

Recommendation:

That the Board of Trustees name the Associate Superintendent, Business Services the Returning Officer for the 2017 School Board Trustee Elections.

Moved by: _____

- 11:00-11:10 **E.4 LRSD By-Law 17-1 Trustee Nominations at Additional Sites** *D. Driscoll*
(Attach)

In preparation for the 2017 School Board Trustee Elections in order to accept Trustee Nominations at additional sites other than the School Division Office a by-law must be passed prior to June 30, 2017.

Recommendation:

That the Board of Trustees pass first, second and by unanimous consent of all trustees present the third reading of proposed LRSD By-Law 17-1

Moved by: _____

11:10-11:20 **E.5 Memorandum of Agreement - CUPE**
(Attach)

C. Yagos

The Livingstone Range School Division Labour Relations Committee has negotiated and reached a Memorandum of Agreement with the CUPE (Canadian Union of Public Employees) Local 2133. Trustee Yagos will share the highlights of the agreement with Board in preparation to hold a ratification vote.

Recommendation:

That the Board of Trustees ratify the Memorandum of Agreement between the Livingstone Range School Division No. and the Canadian Union of Public Employees Local 2133.

Moved by: _____

11:20-11:30 **E.6 Memorandum of Agreement - Willow Creek Bus Drivers Association** C. Yagos
(Attach)

The Livingstone Range School Division Labour Relations Committee has negotiated and reached a Memorandum of Agreement with the Willow Creek School Bus Drivers Association. Trustee Yagos will share the highlights of the agreement with Board in preparation to hold a ratification vote.

Recommendation:

That the Board of Trustees ratify the Memorandum of Agreement between the Livingstone Range School Division No. and the Willow Creek School Bus Drivers Association.

Moved by: _____

Students First

F. Students First

11:30-12:00 **F.1 Project of Heart - Stavely School**

J. Guitton

Julaine Guitton along with her split Grade 5-6 students from Stavely School will attend the board meeting and present their project, driven by student questions and the desire to learn, on their journey of creating the Project of Heart.

12:00-12:45 **Lunch**

Action Items, Continued

E. Action Items, Continued

12:45-12:55 **E.7 Technology Fee**

B. Toone

Chair Toone submitted a notice of motion at the May 23, 2017 Board Meeting to remove the Technology Fee from school fees; based on the great work the School fees committee has done over that past year defining what we as a Division regard as enhanced and basic education it is my belief that we as a Board should not charge this fee. We should be proactive and not wait for the Government to mandate if we can or cannot continue collecting this fee. In doing so it will allow our Schools to plan accordingly and send a strong message that we as a Board support our students and schools by providing a true fee free basic education.

Recommendation:

That the Board of Trustees remove the \$10 Technology Fee for the 2017-2018 school year.

Moved by: _____

- 12:55-13:05 **E.8 Delegation to the Superintendent - Develop Administrative Procedure, School Fees and Costs** *D. Driscoll*
(Attach)

With the introduction of Bill 1 and the School Fees and Costs Regulation there is a requirement to provide Alberta Education with a copy of the policy or procedures that the division is putting in place to ensure the practices of the schools division and more specifically the schools are in line with the aforementioned legislation. The divisional School Fee Committee made up of Trustees, Principals and Senior Management, has been meeting over the past year and have spent significant time discussing, seeking feedback and preparing an Administrative Procedure that surpasses the requirements set out in the aforementioned legislation. As this has been a collaborative effort between the Board, School Principals, and Senior Management and given the governance style of this Board we believe an Administrative Procedure is the appropriate method to guide the divisions practice. In order for AB Education to accept this format versus a Board Policy, it must be delegate to the Superintendent.

Recommendation:

That the Board of Trustees pass first, second and by unanimous consent of all trustees present the third reading of proposed changes to Board Policy 12 where in the Board delegates to the Superintendent the authority to develop an Administrative Procedure that is consistent with provincial policies and procedures in the area of School Fees and Costs.

Moved by: _____

- 13:05-13:20 **E.9 2017-2018 Budget Revision** *C. Bonetti*

The Director of Finance, Connie Bonetti will share with the Board the required changes necessary given the requirements by the Minister of Education around the reporting of School Fees and Costs.

Recommendation:

That the Board of Trustees approve the revised 2017-2018 Livingstone Range School Division Budget.

Moved by: _____

- 13:20-13:30 **E.10 Trustee Annual Work List** *S. Scherger*
(Attach)

The Committee of the Whole recently met and updated the Trustee Annual Work List for 2017-2018.

Recommendation:

That the Board of Trustees approve the Annual Work List for 2017-2018 as presented (or amended).

Moved by: _____

Discussion / Information

F. Discussion / Information

13:30-13:40 **F.1 Financial Update** *C. Bonetti*
(Attach)

Connie Bonetti, Director of Finance, will review the monthly financial update for the period ended May 31, 2017 which represents the completion of approximately 90% of the 2016-2017 school year and 75% of the fiscal year.

Reports

13:40-14:15 **G. Reports**

G.1 Central Office Senior Management Reports

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

G.2 Chair's Report

G.3 Trustees' Report (Community Updates & Celebrations)

G.4 Professional Learning Sharing

G.5 Committee Reports

- 1) Awards Committee (*L. Hodges*)
- 2) Professional Learning Committee (*S. Scherger*)
- 3) Policy Review Committee (*C. Yagos*)
- 4) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*)
- 5) ASBA Zone 6 Representation (*L. Hodges*)
- 6) Alberta SouthWest Regional Alliance (*C. Yagos*)
- 7) Wisdom & Guidance Council (*J. McKee*)
- 8) Regional School Council (*L. Hodges*)
- 9) Regional Council of Student Leaders (*S. Scherger*)
- 10) Pincher Creek Police Advisory (*S. Scherger*)

G.6 Upcoming Dates

June 29, 2017	J.T. Foster Graduation
June 30, 2017	Willow Creek Composite High Graduation

G.7 Next Month Work List Items Review

G.8 Review of Substantive Motions

G.9 Three Key Messages From Today's Meeting

- 1)
- 2)
- 3)

In-Camera

14:15-14:45 H. In-Camera

H.1 Non Union Staff Settlement

J. Perry

Adjournment

14:45 I. Adjournment

Recommendation:

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

Moved by: _____ at _____ hour