

Livingstone Range School Division #68 Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Wednesday, February 13, 2019 commencing at 1300 hours at the LRSD No.68 Central Office, G.R. Davis Administrative Building, Fort Macleod, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Jim Burdett, Lori Hodges, Lacey Poytress, Brad Toone, John McKee and Clara Yagos.

Darryl Seguin, Superintendent
Jeff Perry, Associate Superintendent - Business Services
Ken Sampson, Deputy Superintendent – Administrative Services
Nikki Lytwyn, Executive Assistant

A. Call to Order

Chair Toone called the meeting to order at 1300 hours.

Frank McTighe – Fort Macleod Gazette entered meeting at 1301 hours.

A.1 Acknowledgement of Land – Trustee Yagos

B. Consent Agenda

Superintendent monthly report was removed from consent agenda. Darryl Seguin gave more information to the Board of Trustees regarding Nanton Town partnership meeting, school visit: Bentley School Wolf Creek SD and Leader in Me Symposium.

C. Emergent Changes to the Agenda

Item E.7 Approval of Rural Caucus Budget – Trustee Yagos

18-096

Trustee Poytress moved that the February 13, 2019 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

D. Declaration of Conflict of Interest

The Board of Trustees were asked to declare if they have any conflicts of interests relating to agenda items from the February 13, 2019 Board Meeting and if so should declare them.

None Declared

E. Discussion/Information Items

E.1 MHHS – Gulf Island School Travel

Mr. Darryl Seguin, Superintendent provided the Board with information regarding the planned MHHS & FPW student trip to the Gulf Island March 5-9, 2019.

E.2 Policy Update

18-097

Trustee Yagos moved that the Board of Trustees approve the following changes to Board Policy 8 – Board Operations:

Carried

Introduction) add, Where possible the Board is encouraged to schedule committee and other meetings on the same day as its regular meetings in order to be as efficient as possible with divisional resources.

1.) remove “immediately following” and add “in conjunction with”
change “four” to “six”

1.a) remove “Establish a” and add “Confirm the”

2.) change “Claresholm” to “Fort Macleod”

4.) add “or leave with any minutes or notes”

5.) change “five” to “seven”

6.) add “Although physical attendance is preferred at regular or special board meetings” and remove “, if required by the Board (including special meetings)”. Add “with permission of the Board Chair and/or designate” and remove “to a maximum of twice per year.”

7.d.) add “the unofficial minutes will be posted in draft form on the website within five days of the Board meeting;”

7.) add “It is the responsibility of all Trustees present at a meeting to check the minutes for errors or omissions.” and remove “the Board Chair shall initial each page and sign the concluding page of the minutes. It is the responsibility of all Trustees present at a meeting to check the minutes for errors or omissions.”

10.)section 10 as presented/updated.

Appendix A.) remove old template and add new 2019 template.

Appendix B.) remove old Trustee Meeting Agenda Item Template and add new 2019 Trustee Meeting Agenda Item Template.

Appendix C.) add Trustee Honorarium & Personal Expense Reimbursement Item.

E.3 Organizational Chart Update for 2019-20

Superintendent Seguin provided the Board with an overview of the anticipated changes to the organizational structure of LRSD for the 2019-20 school year.

E.4 Fiscal Monitoring Report

Jeff Perry, Associate Superintendent reviewed the monthly financial update for the period ending January 31, 2019. This report represented the completion of approximately 50% of the school year and 41.67% of the fiscal year.

E.5 2019-2020 Budget Process

Jeff Perry reviewed the 2019-2020 Budget Calendar and discussed steps in the process with the Board of Trustees.

E.6 Professional Learning

The Board of Trustees did not request any Board approval for professional development. The Alberta Rural Education Symposium School and Communities partners in action will be attended by Trustees Hodges, Poytress and Yagos on March 3 to 5, 2019 in Edmonton, AB.

E.7 Rural Caucus Budget

Trustee Yagos moved that the Board of Trustees approve the draft 2020 proposed Rural Caucus of Alberta School Boards budget as presented.

Carried

F. Action Items

F.1 2019-2020 and 2020-2021 School Calendars

Ken Sampson, Deputy Superintendent presented the 2019-2020 and draft 2020-2021 school year calendars to the Board of Trustees for approval.

18-098 Trustee Yagos moved that the Board of Trustees approve the 2019-2020 and draft 2020-2021 School Year Calendars as presented.

Carried

F.2 Ad-Hoc Advocacy Committee

Chair

In response to the January 9, 2019 board motion 18-087 - *Trustee Yagos moved that the Board of Trustees table this item until next meeting (February 13, 2019).*

The addition of a third member to be added to the ad-hoc Advocacy Committee dealing with the modernization of the JT Foster School was discussed.

18-099 Trustee Hodges moved that the Board of Trustees add a third member to the Ad-Hoc Advocacy Committee commencing immediately with an end date to coincide with the announcement of the modernization of J.T. Foster School.

Carried

A Health Break was held at 1449 hours and the meeting was called back to order at 1459 hours.

F.3 Ward Review Summary

In response to the Board Motion 17-112, 22-Jan-2018. "*Trustee Yagos moved that the Board of Trustees approve the ward boundary review proposal prepared by Alberta School Board Association of what would be involved in a ward review facilitated by them.*" The Board of Trustees reviewed the summary of the feedback gathered from the Ward Review process which took place from September to November 2018 on December 19, 2019.

18-100 Trustee Burdett moved that the Board of Trustees direct Superintendent Seguin to arrange an external facilitator to lead the Board through a decision making process regarding the recently completed Ward Review.

Carried

F.4 LRSD-CUPE Local 2133 - Memorandum of Agreement

Jeff Perry, Associate Superintendent, Business Services reviewed the memorandum of agreement (MOA) that was signed by the Livingstone Range School Division No. 68 Negotiating Committee and the CUPE Local 2133 Negotiating Committee. This MOA is presented to the Board of Trustees by the LRSD negotiating committee to be discussed and ratified. A general meeting of the CUPE Local 2133 was held on January 9, 2019 at which time the membership ratified the MOA overwhelmingly according to their CUPE representative.

18-101 Trustee Yagos moved that the Board of Trustees ratify the Memorandum of Agreement between the Livingstone Range School Division No. 68 and the Canadian Union of Public Employees Local 2133.

Carried

F.5 Remuneration Committee

Chair

Remuneration was recently reviewed to ensure the Board is being fiscally responsible, and in light of the changes made to the structure, the Board should create a standing committee for remuneration review. The purpose being to review and keep updated on changes in the Province, look at comparable Boards and consider any changes in the duties and assignments of Trustees, and bring recommendations to the Board. Terms of reference would be created and brought back to the Board for approval and any necessary changes to policy made by the policy committee.

18-102

Trustee Poytress moved that the Board of Trustees approve the creation of a remuneration committee to be a standing committee of the Board, consisting of three Trustees and the Superintendent or designate.

Carried

F.6 Disposal of Land to the Town of Pincher Creek

The Town of Pincher Creek has approached the Livingstone Range School Division in regards to acquiring land that is currently part of the Canyon School grounds in Pincher Creek. The land would be used to construct day care facilities to satisfy the current need for day care space in the Town of Pincher Creek. According to the Disposition of Property Regulation Ministerial approval is required. Mr. Jeff Perry reviewed information that was discussed prior with representatives of the Town of Pincher Creek and the impact this will have on the school.

18-103

Trustee McKee moved that the Board of Trustees transfer ownership of a portion of land located on Canyon School grounds - Plan 445JK, Block 3 (approximately 0.42 hectares) on 408 Victoria Crescent to the Town of Pincher Creek for one dollar. The Town of Pincher Creek will be paying for all costs related to the transfer documents and legal fees, subject to Ministerial approval. If the Town of Pincher Creek ceases to use the above named transferred land for providing daycare services, the above named land will be transferred back to the Livingstone Range School Division No. 68 for the sum of one dollar.

Carried

Chad Kuzyk, Director of Learning and Innovation entered meeting at 1529 hours.

Jeff Perry, Associate Superintendent exited meeting at 1543 hours.

G. Literacy and Numeracy, Success for all Learners and Transitions

G.1 Virtual School & Dual Credit Update

Mr. Chad Kuzyk, Director of Learning and Innovation provided the Board of Trustees with an update of the work underway in the Division for these two areas. (1) LRSD Virtual School provides courses and educational programs which are delivered electronically to a student at a school site or off-site, under the instruction and supervision of a certificated teacher. (2) Dual Credit programs provide students with access to programming opportunities to personalize their high school experience and build on or discover their career passions and interests. Students earn high school credits at the same time as post-secondary credits toward a post-secondary certificate, diploma, or degree.

Chad Kuzyk, Director of Learning and Innovation exited meeting at 1602 hours.

H. Three Key Messages from Today's Meeting

- 1) Virtual School & Dual Credit Presentation
- 2) 2019-2020 and draft 2020-2021 School Calendars
- 3) LRSD-CUPE Local 2133 - Memorandum of Agreement

A Health Break was held at 1605 hours and the meeting was called back to order at 1610 hours

I. In-Camera

I.1 Labour

18-104 Trustee Yagos moved that the Board of Trustees go in-camera at 1610 hours. **Carried**

18-105 Trustee Burdett moved that the Board of Trustees revert the meeting back to the regular board meeting at 1654 hours. **Carried**

J. Leader in Me Training

18-106 Trustee Yagos moved that the Board of trustees approve that Trustee Burdett, Poytress, Hodges, Yagos and McKee attend the Leader in Me training symposium February 26 at the GR Davis Building. **Carried**

K. Adjournment

18-107 Trustee Poytress moved to adjourn the meeting at 1656 hours. **Carried**

Chairman

Secretary-Treasurer