

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

The Regular Meeting of Livingstone Range School Division No. 68 was held on Tuesday, October 24, 2017 commencing at 1312 hours at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

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

Chair Toone was unable to attend and participated by phone for part of the meeting.

Darryl Seguin, Acting Superintendent

Jeff Perry, Associate Superintendent - Business Services

Ken Sampson, Associate Superintendent - Administration, Programs & Services

Olwyn Buckland, Executive Assistant

A. Call to Order

Vice-Chair Hodges called the meeting to order at 1312 hours.

B. Emergent Changes to the Agenda

17-068 Trustee Yagos moved that the October 24, 2017 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

Carried

C. Adoption of Minutes

17-069 Trustee Poytress moved that the minutes from the September 19, 2017 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

D. Discussion Items

D.1 Enrollment

Jeff Perry, Associate Superintendent of Business Services reviewed the official September 30, 2017 enrollment figures. Enrollment for the division is 3,414.5, down 30.5 students from the same period last year. Mr. Perry also reviewed enrollment including Home Schooling and International Students, a decrease of 12.5 students from the 2016-1017 enrollment figures.

D.2 Audited Financial Statement Inservice

As part of the Board's Work Plan and in preparation for the 2017-2018 School Division Audit, Mr. Perry, Associate Superintendent of Business Services reviewed the 2016-2017 Audited Financial Statements. The intent was to provide clarification where needed and to prepare the Board for the audit meeting with auditors that will be held as part of the November Board Meeting.

E. Reports

E.1 Central Office Senior Management Reports

The Acting Superintendent and Associate Superintendents reports were distributed and spoke on at the meeting. Reports are posted on the website under Board / Information / Superintendent Reports.

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

As a new Board, reports were not required for this meeting. Where indicated, information was shared.

E.2 Chair's Report

E.3 Community Updates & Celebrations (Trustees' Reports)

Trustee Yagos:

The Livingstone Ski Academy has become a very successful program. Currently there are 50 students and 9 international students enrolled and two instructors are coming from overseas.

Congratulations to Eliza Grose who was awarded the Employees of the Year by the Pincher Creek Chamber of Commerce for her participation in the program FACES. The Regional Council of Student Leaders, Teen Training was fantastic!

E.4 Professional Learning Sharing

17-070

Trustee Yagos moved that Trustees McKee and Poytress attend the session 'Soaring with Knowledge', November 16-17, 2017 in Calgary.

Carried

E.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
The next meeting will be held on November 8, 2017 in Lethbridge.
- 6) Alberta SouthWest Regional Alliance
Trustee Yagos distributed the October Bulletin.
- 7) Wisdom & Guidance Council
Trustee McKee noted a meeting will be held November 26, 2017.
- 8) Regional School Council
Trustee Hodges will be discussing a new date with Mr. Seguin.
- 9) Regional Council of Student Leaders
A meeting is set for November 29th and November 30th is set for Facilitator Training. Training kits were requested by Trustees Hodges, McKee, Yagos and Poytress which Mr. Seguin will order.

E.6 Upcoming Dates

November 8, 2017	Zone 6 Meeting
November 17-18, 2017	Edmonton; Governance Meeting
November 18-21, 2017	ASBA Fall General Meeting
November 22, 2017	New Trustee Orientation
December 6, 2017	Education Service Agreement Meeting, Kainai

E.7 Next Month Work List Items Review

- ⇒ Board Retreat / Orientation (November 17-18, 2017)
- ⇒ Board Review of Results (Accountability Pillar, PATs and Diplomas)
- ⇒ Board approval of AERR
- ⇒ Review Board of Trustees' Areas of Emphasis

- ⇒ Audited Financial Statement Received and Approved
- ⇒ Budget Update Reviewed Based on Sept. 30th Count Data
- ⇒ ASBA Fall General Meeting - November 19-20 '17 - Review ASBA Directions for Action and Policy Changes (moved from October Work List)
- ⇒ IMR Program Expenditure Results and Plan
- ⇒ Regional Council of Student Leaders Meeting (November 29, 2017)
- ⇒ Prepare for a Mid-Term Review (for January)

E.8 Review of Substantive Motions

The Substantive Motions are distributed with the Board Package for review.

E.9 Three Key Messages From Today's Meeting

1) As a result of the recent elections held in all three wards within Livingstone Range School Division, the Board of Trustees held their Organizational Meeting. Trustees were sworn in and completed their Disclosure of Information. Three new trustees joined the division, Ward 2 - Greg Long, Ward 3 - Jim Burdett and Lacey Poytress and four trustees are returning, Ward 1 - John McKee and Brad Toone, Ward 2 - Clara Yagos, and Ward 3, Lori Hodges. Trustees elected their Officers, Brad Toone as Chair and Lori Hodges as Vice-Chair. Members were also appointed to the committees.

2) The Board of Trustees reviewed the official enrollment numbers for the 2017-18 school year which are taken September 30, 2017. Enrollment is down 30.5 students from the same period last year. Taking into consideration Home Schooling and International Students, enrollment is down 12.5 from the 2016-2017 school year.

3) Livingstone Range School Division recently held two successful events.

a) LRSD held their annual Divisional Day at Matthew Halton High School on October 20, 2017 and have received a great deal of positive feedback. The theme this year was "Looking Beyond". Divisional Day is a one day professional development day for all employees of Livingstone Range School Division, dedicated to support student learning and share effective professional research and practices. The day is comprised of a variety of sessions for staff to attend. Additionally, long term service awards are presented to those employees who have milestone anniversaries, 25 years and up.

b) The Regional Council of Student Leaders held a very successful Leadership for Teens training project on October 13-14, 2017 at F.P. Walshe School. The following information on this initiative is taken from the *Board of Trustees Key Messages* from their September 19, 2017 board meeting.

The Regional Council of Student Leaders will embark on a *Leadership for Teens* training project for LRSD students in an effort to increase LRSD student sense of belonging and help reduce student anxiety. The project will begin with a diverse group of 50 students from across the Division engaging in intense leadership training over the course of the 2017-18 school year. As students work on their self-leadership growth they will collaborate to generate school based projects that will cultivate ways of impacting school culture in a positive manner, influence student health and wellness, build confidence in students to stand up for what is positive and right, and develop and hone student time management, communication and decision making skills. Along with the student / school leadership growth, 7 LRSD staff members will be trained as 7 Habits of Highly Effective Teen Workshop Facilitators in an effort to build staff capacity and enable sustainability of future projects and initiatives. Funding has been secured for the majority of this ambitious project but a small portion remains unfunded. At the September 19, 2017 Board Meeting the Board of Trustees approved support for this project in the amount of \$3,900.00 enabling the project to move forward.

F. Adjournment

17-071

Trustee Yagos moved that the Board of Trustees adjourn the meeting at 1505 hours.

Carried

Chairman

Secretary-Treasure