

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

A Regular Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, September 20, 2016 at 0930 hours at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Lori Hodges, John McKee, Martha Ratcliffe, Shannon Scherger, Kristy Stevens, Brad Toone and Clara Yagos.

Dave Driscoll, Superintendent
Jeff Perry, Associate Superintendent, Business Services
Ken Sampson, Associate Superintendent, Programs & Services
Darryl Seguin, Associate Superintendent, Administrative Services
Olwyn Buckland, Executive Assistant

A. Call to Order

Brad Toone, Chairman called the meeting to order at 0935 hours.

B. Emergent Changes to the Agenda

D.5 Amend
D.6 Amend
D.7 Add Policy 8 & 9
D.8 Add Nanton Facilities Plan

16-004 Trustee Yagos moved that the September 20, 2016 Agenda be approved by the Board of Trustees as amended.

Carried

In-Camera

16-005 Trustee Ratcliffe moved that the Board of Trustees go in-camera at 0940 hours.

Carried

16-006 Trustee Yagos moved that the Board of Trustees revert to regular session at 1016 hours.

Carried

C. Adoption of Minutes

16-007 Trustee Ratcliffe moved that the minutes from the June 14, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

16-008 Trustee Yagos moved that the minutes from the August 24, 2016 Special Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

D. Action Items

D.1 Superintendent Evaluation

On August 24, 2016 Terry Gunderson from the Alberta School Board Association led the Board of Trustees through the annual evaluation of the Superintendent of Schools, Mr. Dave Driscoll. The Board of Trustees will review the evaluation and request approval of Superintendent Driscoll's evaluation and the remuneration package offered.

16-009 Trustee Hodges moved that the Board of Trustees approve the Superintendent's evaluation of August 24, 2016 and the remuneration offered.

Carried

The above motion was carried unanimously.

D.2 Board of Trustees Self-Evaluation

The Board of Trustees Self-Evaluation took place on August 24, 2016 led by Mr. Terry Gunderson of the Alberta School Board Association. The Board of Trustees spoke on their review and request approval of their evaluation. Trustee Scherger requested the seven areas of emphasis be added in the minutes.

16-008 Trustee Scherger moved that the Board of Trustees approve the Board of Trustees Self-Evaluation that took place on August 24, 2016 which cover the following seven areas of emphasis:

- 1) Review First Nations engagement and develop an action plan.
- 2) Enhance communications with the Superintendent.
- 3) Enhance political advocacy initiatives, including targeted key messages.
- 4) Review foundational statements.
- 5) Conduct proactive conversations in targeted communities.
- 6) Develop clear consistent directions for Board operations (agendas, reports, etc.).
- 7) Build interest in trustee nominations prior to municipal elections in 2017.

Carried

D.3 Alberta Borrowing Resolution, Re 2016-2017 School Year

Associate Superintendent Jeff Perry reviewed the proposed Borrowing Resolution for the 2016-2017 school year, in accordance with Section 183 of the School Act.

16-009 Trustee McKee moved that the Board of Trustees approve the Borrowing Resolution, which authorizes the Board to borrow such sums as the Board may deem necessary to meet current expenditures during the 2016-2017 school year.

Carried

D.4 Annual Work List

Trustee Yagos reviewed the Board of Annual Work List, adding in November the preparation of a mid-term review and in January, a mid-term review.

16-010 Trustee Yagos moved that the Board of Trustees approve the 2016-2017 Board of Trustees' Annual work list as amended.

Carried

16-111 Trustee Scherger moved to amend the above motion to add a November meeting to prepare for a midterm review and include a January meeting to have the midterm review.

Carried

Items D.5 - D.8 were tabled until after the guest presentation.

The delegation from Fort Macleod, Linda Gonnet, Susan Glover and Rob Charchun entered the boardroom at 1035 hours.

E. Guest Presentation

E.1 Fort Macleod Community Aquaponics Greenhouse

Linda Gonnet, Susan Glover and Rob Charchun presented information on a community initiative to build an Aquaponics Greenhouse in Fort Macleod. This project embraces an "entrepreneurial spirit". It is designed to be collaborative; citizens of Fort Macleod, the School Division and the Town all have roles to play. It is geared toward enhancing opportunities for young people as well as the community at large. There are many advantages to building this structure: 1) the facility will provide an innovative learning environment; 2) Students will have opportunities to grow, harvest, prepare and serve produce grown in the greenhouse; 3) Students will have opportunities for Work Experience and Green Certification; 4) Students will observe responsible environmental practices such as passive solar heat storage, solar panel energy production and water conservation strategies through Aquaponic growing and rainwater recapture. Additionally, the committee hopes this to be a community gathering place; opportunities for workshops, meetings and maybe even coffee are intended. The delegation requested a letter of support for their project and will require a formal written land agreement.

The following links were provided for further information.

<http://groundswellnetwork.ca/> Please pay particular attention to Lands Award video under Community Greenhouse heading.
<https://m.youtube.com/watch?v=pqjHT8MFSow>

The delegation left the meeting at 1105 hours. A break was held and the meeting was brought back to order at 1110 hours.

16-112 Trustee McKee moved the Board of Trustees to instruct the Superintendent to draft and send a letter of support for the Fort Macleod Aquaponics Greenhouse project.

Carried

16-113 Trustee McKee moved that the Board instruct the Superintendent to investigate and report back the possibility of entering into a land agreement between LRSD and the Fort Macleod Community.

Carried

D.5 Board Policy 8, Board Operations

16-114 Trustee Ratcliffe moved that the Board of Trustees review and draft Policy 8, Board Operations to set committee terms for two years.

Carried

D.6 Board Policy 8, Board Operations

Chair Toone removed himself from chairing so he could partake in discussion. Trustee Scherger chaired this item.

16-115 Trustee Yagos moved that the Board of Trustees review and draft Board Policy 8 to set the organization Meeting date to the month of September in a non-election year.

Carried

The chair was turned back to Chair Toone.

D.7 Board Policy 8, Board Operations and 9, Committees of the Board

16-116

Trustee Yagos moved that the Board of Trustees direct the Policy Committee to complete the necessary changes to Policy 8, Board Operations and Policy 9, Committees of the Board and bring first reading to the October Board Meeting.

Carried

D.8 Nanton Facilities Plan

Superintendent Driscoll reviewed the process to-date of the Nanton modernization facilities plan; 1) community meeting with emphasis on the communities' desires and programming; 2) FWBA Architects community meeting on what facilities the community would like to see, and 3) Value Scoping meeting with Alberta Education on solutions. Three proposals were put forward by Alberta Education and Superintendent Driscoll asked the Board of Trustees on how they wanted to move forward on the facilities plan. Discussion took place.

Trustee McKee requested a recorded vote.

16-117

Trustee Hodges moved that the Board of Trustees direct Administration to adjust the Nanton facilities plan to reflect that the Board prioritizes the modernization of J.T. Foster School.

Carried

Trustee McKee was opposed to the motion and all other were in favor of the vote.

A lunch break was held at 1216 hours and the meeting was brought back to order to 1247 hours.

NOM

Trustee McKee made a Notice of Motion that the Board of Trustees engage the community of Nanton to discuss the value scoping session summary concerning J.T. Foster and A.B. Daley schools.

F. Discussion

F.1 Board PD

Chair Toone removed himself as chair so he could partake in discussion. Associate Superintendent Perry took over as chair for this item.

Chair Toone requested the Board PD Committee, in collaboration with Central Office, engage in a fulsome review of PD, establishing a document that would provide guidelines, including budgets for the Board and individual Trustees, to be brought to the October Board Meeting for approval. Discussion took place.

16-118

Trustee Toone moved that the Board PD Committee, in collaboration with Central Office, engage in a fulsome review of PD, establishing a draft document that would provide guidelines, including budgets for the Board and individual Trustees, to be brought to the November Board Meeting for approval.

Carried

G. Information

G.1 Career Practitioner Update

Mr. Seguin, Associate Superintendent of Administrative Services provided the Board with an update on the activities of the Career Practitioner in 2015-2016 as it relates to LRSD Goal #3, Transitions.

G.2 First Nations, Metis & Inuit Success Coordinator

Associate Superintendent Seguin provided the Board with an overview of the First Nation, Metis and Inuit Success Coordinator roles and responsibilities as it related to LRSD Goal #2, Success for All Learners. Mr. Seguin reviewed the priorities of Georgina Henderson, the division new FNMI Success Coordinator's and her highlights to date.

G.3 Castle Mountain Attendance Area

In the prior school year the Board requested that administration seek a confirmation from Alberta Education that any students residing in the area of Castle Mountain will be equally funded to attend the Livingstone Range School Division schools. Mr. Perry reviewed a letter from the Deputy Minister in his response to us which stated, "With Livingstone Range being the closest school board to the Castle Mountain area, it is logical for students who reside in the Castle Mountain area to be enrolled in a Livingstone Range School. Your board will be eligible to receive full funding for these students in accordance with the rules set out in the Funding Manual for School Authorities, as these students will be considered resident students of your board. If eligible, transportation funding will be provided from the student's residence. Under the School Act, however, it is not the requirement of the school board to transport students from their place of residence."

G.4 2016-2017 School Year Preliminary Enrolment

Mr. Perry, Associate Superintendent of Business Services reviewed the preliminary enrolment update as of September 9, 2016. Enrollment is up 92.5 FTE (2.78%) from projected numbers. Factors which contribute to a higher enrollment are, 1) Jumbo Valley Colony School start-up, 2) International Students, and 3) Home studies. Official numbers will be taken at September 30, 2016.

G.5 Audited Financial Statements In-Service

Jeff Perry, Associate Superintendent of Business Services noted that the in-service be deferred until the October Board meeting. This in-service will be more beneficial to board members by having it closer to the time that they will receive the completed audited financial statements for the prior school year. In October a pre-audit committee is also held and Darren Adamson from Avail (formerly YPM) normally attends, however Darren will not be able to attend this year and so he will provide the Associate Superintendent, Business Services with information to share with the Board for that day.

G.6 Negotiations

Chair Toone noted that the LRSD Board of Trustees has been contacted by the local CUPE representative to open negotiations. Dates have been set to meet with our local representatives.

H. Reports

H.1 Central Office Senior Management Reports

The Superintendent and Associate Superintendents distributed their monthly reports and spoke on the highlights of meetings and work they have been involved in since the last meeting and key areas of projects they will be working on next month. Their reports are posted on our website under Board Information; to view use the following link. <http://tinyurl.com/hvrth64>

- a) Superintendent Report
- b) Associate Superintendent - Administrative Services
- c) Associate Superintendent - Business Services

d) Associate Superintendent - Programs & Services

H.2 Chair's Report

Chair Toone noted that per policy, all reports and agenda items are to be forwarded nine working days prior to the Board Meeting.

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

Trustee Yagos spoke on the CCHS - Finland and Chile exchange program. She also spoke on the Canada Teacher two-week exchange program.

Trustee Yagos noted that Livingstone School is having their grand opening of their playground.

Trustee Scherger spoke on 'Mapping the Community', a grant which was received in Pincher Creek.

Trustee McKee notified the Board of Trustees of the Stavely, Claresholm and Granum Joint cultural art display and fundraiser taking place on September 30, 2016 at the Claresholm Community Center.

H.4 Professional Learning Sharing

The trustees spoke on the Parliament Procedure Conference which was recently held and all felt it was an excellent session.

Chair Toone spoke on the CSBA conference he attended in Winnipeg over the summer. He spoke on the Truth reconciliation, their next steps and the amazing work they are doing.

H.5 Committee Reports

Standing Committees

- a) Awards Committee (*L. Hodges*)
The Art Gala will be held this evening.
- b) Professional Learning Committee (*S. Scherger*)
7 attending the ASBA Session at the Matrix Hotel September 26-17.
There are lots of great webinars available, please listen to them.
Darry Seguin will follow up with Trustees on Covey workshops. Current one, October 6-7, 2016 is related more towards Education. Register with Sandy Gould.
- c) Policy Review Committee (*C. Yagos*)
Committee report was distributed with the board package.

External Committee

- a) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*)
Waiting to hear on the date from Bart Heine.

Other Representatives

- a) ASBA Zone 6 Representation (*L. Hodges*)
Trustees completed a Zone 6 survey
- b) Alberta SouthWest Regional Alliance (*C. Yagos*)
Two reports distributed with board package. There will not be a meeting in October. There will be an open house in regards to 2 areas in Castle in Pincher Creek and the Crowsnest Pass. Guest speaker will be personnel on the Policy Development on Tourism.
- c) First Nation Education Council (*J. McKee*)
Darry Seguin is working with Georgina Henderson in this area. No dates have been selected at this time.
- d) Regional School Council (*L. Hodges*)
The next meeting will be held October 17, 2016.
- e) Regional Council of Student Leaders (*S. Scherger*)

The next meeting will be held on October 4, 2016. Details will be on Google classroom.

H.6 Key Messages

Three Key Messages selected by the Board of Trustees from today's meeting are:

1) *Preliminary Enrollment*

Preliminary enrollment numbers as of September 9, 2016 are up 92.5 FTE (2.78%) from projected numbers. Factors which contribute to a higher enrollment are, 1) Jumbo Valley Colony School start-up, 2) International Students, and 3) Home studies. Official numbers will be taken at September 30, 2016.

2) *Board of Trustees supports the Fort Macleod Aquaponics Greenhouse Project.*

Linda Gonnet and Rob Charchun presented information on a community initiative to build an Aquaponics Greenhouse in Fort Macleod. This project embraces an "entrepreneurial spirit". It is designed to be collaborative; citizens of Fort Macleod, the School Division and the Town all have roles to play. It is geared toward enhancing opportunities for young people as well as the community at large. There are many advantages to building this structure: 1) the facility will provide an innovative learning environment; 2) Students will have opportunities to grow, harvest, prepare and serve produce grown in the greenhouse; 3) Students will have opportunities for Work Experience and Green Certification; 4) Students will observe responsible environmental practices such as passive solar heat storage, solar panel energy production and water conservation strategies through Aquaponic growing and rainwater recapture. Additionally, the committee hopes this to be a community gathering place; opportunities for workshops, meetings and maybe even coffee are intended.

3) The first *Regional Parent Council* of the 2016-17 school year will be held on October 17, 2016.

I. In-Camera

16-119 Trustee Hodges moved to go in-camera at 1508 hours. **Carried**

16-120 Trustee Ratcliffe moved to revert to regular session at 1633 hours. **Carried**

16-121 Trustee Yagos moved that the Board of Trustees direct the Superintendent to engage an independent facilitator to perform a feasibility study on all current and surplus administrative and maintenance facilities. **Carried**

The above motion was carried unanimously.

J. Adjournment

16-122 Trustee Stevens moved that the Board of Trustees adjourn the meeting at 1635 hours. **Carried**

Chairman

Secretary-Treasure