

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, December 13, 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
Darryl Seguin, Associate Superintendent, Administrative Services
Olwyn Buckland, Executive Assistant
Ken Sampson, Associate Superintendent, Programs & Services

Elaine Garner, Principal of Horace Allen School entered the boardroom at 0930 hours.

A. Call to Order

Brad Toone, Chairman called the meeting to order at 0929 hours. Chair Toone introduced Zyna Taylor who recently joined Livingstone Range School Division as Communications Coordinator.

B. Emergent Changes to the Agenda

16-160 Trustee Yagos moved that the December 13, 2016 Agenda be approved by the Board of Trustees as presented.

Carried

C. Adoption of Minutes

16-161 Trustee Scherger moved that the minutes from the November 15, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

16-162 Trustee Hodges moved that the minutes from the November 29, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

D. AERR Presentation

D.1 HAS AERR Presentation

Elaine Garner, Principal of Horace Allen School presented the schools' Annual Results Report and Three Year Plan to the Board of Trustees. Mrs. Garner reviewed the schools' beliefs, values, student rights and responsibilities and emphasized the school's behavior expectations follow three guidelines; 1) Take Care of Yourself, 2) Take Care of Others and 3) Take Care of Our Environment, all of which are incorporated into all decisions pertaining to staff and students. Mrs. Garner reviewed the school's data noting there is very little data due to the school being grades K-3, as they aren't involved in parent surveys or provincial achievement tests in order to gather data. They are currently introducing other instructional models to create benchmarks to collect more data. Trends and Issues were also reviewed as well as an incredible amount of Celebrations including interschool collaborative projects,

community partnerships and their school council initiatives. The Horace Allen Annual Education Report is located on our division website. Click on the following link to view their report. <http://tinyurl.com/h2ypzog>

Mrs. Garner left the meeting at 1032 hours. A break was held and the meeting was called back to order at 1042 hours.

E. Action Items

E.1 Board Policy 8, Board Operations

The Board of Trustees approved the first and second readings of changes to Board Policy 8, Board Operations. These changes will be reviewed for approval of the third reading.

16-163 Trustee Ratcliffe moved that the Board of Trustees approve the third reading of Board Policy 8, Board Operations, as presented.

Carried

E.2 Board Policy 9

The Board of Trustees approved the first and second readings of changes to Board Policy 9, Committees of the Board. These changes will be reviewed for approval of the third reading.

16-164 Trustee Yagos moved that the Board of Trustees approve the third reading of Board Policy 9, Committees of the Board, as presented.

Carried

E.3 Board Policy 4

The Board of Trustees approved the first and second readings of changes to Board Policy 4, Role of the Trustee. These changes will be reviewed for approval of the third reading.

16-165 Trustee Ratcliffe moved that the Board of Trustees approve the third reading of Board Policy 4, Role of the Trustee, as presented.

Carried

Due to time constraints the following items did not occur in the order listed below.

F. Discussion

F.1 Financial Update

Jeff Perry, Associate Superintendent of Business Services reviewed the monthly financial update for the period ended November 30, 2016 which represents 30% of the school year and 25% of the fiscal year.

F.2 Literacy & Numeracy

Ken Sampson, Associate Superintendent of Programs and Services along with Chad Kuzyk, Director of Learning and Innovation presented an update on Literacy and Numeracy as it applies to LRSD Goal 1. They gave an overview of the 4 Key Strategies, 1) Increase Literacy Skills, 2) Build Awareness, 3) Enhance Opportunities and 4) Facilitate Partnerships and the work being done in each area. Further information on Literacy & Numeracy is located on our website under Quicklinks, <http://www.lrsd.ca/Literacy.php>.

G. Students First

G.1 J.T. Foster Student Leadership Council

The JTF Student Leadership Council, accompanied by their teacher-leader Jordi Roelfsema and Vice Principal Leanne Watson, attended the meeting and presented information on the council's initiatives as well as conferences they are involved in throughout the school year. Leadership Council students attending the meeting were Kayla Crozier, Baylie Martine, Sam Wright, Ella Hertz, Avery Sheldon, Erinn McRae and Kennedy Beagrie. Each student talked about their role in the Council and reviewed the various conferences, Canadian Student Leadership Conference, the Junior High Leadership Conference, the Regional Council for Student Leadership Conference and, the Alberta Student Leadership Conference. They spoke on their personal experiences, and what they have brought home from each conference. They spoke on local, national and global initiatives they are involved in and talked about the importance of giving back; Helping Hampers, Terry Fox Run, Relay for Life and Serve it up for Africa. Additionally they are involved with the Student Body Services which involves many activities within the school as well as Spirit Activities in which they interact with the Junior High Students.

The delegation from J.T. Foster school left the meeting at 1250 hours.

A Christmas Board Staff Lunch was held at 1300 hours at Willow Creek Composite High School, prepared by Konny Nelle, Food Instructor and students. The meeting was brought back to order at 1420 hours.

H. Reports

Superintendents Reports, Trustee and Committee reports are located on our website under Board / Board Information.

H.1 Central Office Senior Management Reports

Superintendents' reports are located on our website as noted above. Each spoke on highlights and answered questions about their report.

- a) Superintendent Report (*D. Driscoll*)
- b) Associate Superintendent - Administrative Services (*D. Seguin*)
- c) Associate Superintendent - Business Services (*J. Perry*)
- d) Associate Superintendent - Programs & Services (*K. Sampson*)

Associate Superintendent Perry reviewed an updated Trustee Claim Form with the Board.

H.2 Chair's Report

In lieu of the Chair's Report, the trustees reviewed input into the ASBA Strategic Plan and Budget.

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

Trustee Hodges

: FPW Talent Show & Lunch will be held on Friday December 23rd.

: FPW put on an excellent play for the Community Christmas Dinner.

Trustee Scherger

: Pincher Creek hosted an Alberta Green Schools Workshop. It was a huge success.

Teachers from all four schools in our municipality together with Piikani Nation High School, Children's World and Lethbridge College, covering pre-school to post-secondary, attended.

Trustee McKee

: Invitation to all to attend dinner in Granum on December 22nd.

H.4 Professional Learning Sharing

Trustee Yagos highlighted the ASBA Fall AGM session she attended: *Joint Commitment to Action: Activating the Commitment* - presented by Charlene Bearhead and Brian Callaghan

H.5 Committee Reports

- 1) Awards Committee (L. Hodges)
Nothing to report.
- 2) Professional Learning Committee (S. Scherger)
Trustee Scherger reviewed upcoming learning opportunities.

16-166

Trustee Toone moved that Trustees Toone, Stevens, Hodges and Yagos attend the Alberta Rural Symposium in Edmonton March 5-7, 2017.

Carried

- 3) Policy Review Committee (C. Yagos)
Nothing to report. Will set up a meeting in January.
- 4) ATA Executive and LRSD Liaison Committee (M. Ratcliffe)
A meeting was held December 1, 2017. The Committee Report is posted with trustee reports.
- 5) ASBA Zone 6 Representation (L. Hodges)
The next General Meeting will be held January 11, 2017.
- 6) Alberta SouthWest Regional Alliance (C. Yagos)
A general meeting was not held. The bulletin was distributed and is posted with trustee reports.
- 7) First Nation Education Council (J. McKee)
*The next meeting will be held on January 16, 2017.
Student Summit will be held on April 5, 2016.*
- 8) Regional School Council (L. Hodges)
The next meeting will be held January 16, 2017.
- 9) Regional Council of Student Leaders (S. Scherger)
Meeting was held on December 8, 2016. The next meeting is March 14, 2017.
- 10) Pincher Police Advisory (S. Scherger)
The last meeting was cancelled. Trustee Scherger will keep everyone updated on the future on the committee.

H.6 Upcoming Dates

Board Meeting - January 17, 2017
Meeting of the Whole - January 23, 2017

H.7 Next Month Work List Items Review

The Work List items for January were reviewed.

H.8 Key Messages

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

- 1) Ken Sampson, Associate Superintendent of Programs and Services along with Chad Kuzyk, Director of Learning and Innovation presented an update on Literacy and Numeracy as it applies to LRSD Goal 1. Further information on Literacy & Numeracy is located on our website by clicking on the Literacy Symbol under Quicklinks, or type in, <http://www.lrsd.ca/Literacy.php>
- 2) The JTF Student Leadership Council accompanied by their teacher Jordi Roelfsema presented information on their initiatives and conferences attended.

Leadership Council students attending were Kayla Crozier, Baylie Martine, Sam Wright, Ella Hertz, Avery Sheldon, Erinn McRae and Kennedy Beagrie.

3) Elaine Garner, Principal of Horace Allen School presented the schools' Annual Results Report and Three Year Plan to the Board of Trustees. The Horace Allen Annual Education Report is located on our division website. .
<http://tinyurl.com/h2ypzog>

4) The Board of Trustees approved the third reading of Board Policies 4 - Role of the Trustee, 8 - Board Operations and, 9 - Committees of the Board.

I. Adjournment

16-167

Trustee Yagos moved that the Board of Trustees adjourn the meeting at 1516 hours.
Carried

Chairman

Secretary-Treasure