



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

The Regular and Organizational Board Meetings of Livingstone Range School Division No. 68 was held on Tuesday, June 14, 2016 at 0900 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
Ken Sampson, Associate Superintendent, Programs & Services
Jeff Perry, Associate Superintendent, Business Services
Olwyn Buckland, Executive Assistant
Regrets: Darryl Seguin, Associate Superintendent, Administrative Services

A. Call to Order

Trustee Toone called the meeting to order at 0910 hours.

B. In-Camera

15-113 Trustee Ratcliffe moved the meeting go in-camera at 0910 hours.

Carried

15-114 Trustee Yagos moved the meeting revert to regular session at 1035 hours.

Carried

The meeting was called back to order at 1044 hours.

Chair Toone addressed the board; 1) thanking everyone for their support over the Fort McMurray fires, 2) thoughts and prayers for the tragedy in Orlando, and 3) thoughts and prayers with the family for the passing of retiree Trustee Charlene Dunlop. Trustee Scherger spoke to her commitment and dedication to the division and staff of Granum.

C. Changes to the Agenda

- E.6 Professional Learning update
- E.7 Modernization of LRSD Central Office and Maintenance Shops

15-115 Trustee Yagos moved that the June 14, 2016 Board & Organizational Agenda be approved by the Board of Trustees as amended.

Carried

D. Adoption of Minutes

15-116 Trustee Hodges moved that the minutes from the April 11, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

E. Action Items

E.1 2016-2017 Budget

Jeff Perry, Associate Superintendent of Business Services reviewed the proposed 2016-2017 School Year Budget which is to be submitted to Alberta Education by June 30, 2016 for the Board's approval.

- 15-117** Trustee Ratcliffe moved that the 2016-2017 Budget for the Livingstone Range School Division No. 68 be approved by the Board of Trustees for submission to Alberta Education.

Carried

Ms. Bertha Yagos on behalf of the ATA provided lunch. A break was held at 1210 hours and the meeting was called back to order at 1237 hours.

Trustee Hodges brought up a request from ASBA Zone 6, in regards to the possibility of setting up a comprehensive mental health program. Ken Sampson, Associate Superintendent of Programs & Services will follow follow-up on this and respond to Trustee Hodges.

E.2 Board Policies 9 & 10

The Board Policy Committee recently met and made revisions to Board Policy 9, Committees of the Board and Board Policy 10, Board Representatives for the Board of Trustees approval.

- 15-118** Trustee Ratcliffe moved that the Board of Trustees approve the revisions to Board Policy 9, Committees of the Board and Board Policy 10, Board Representatives as amended.

Carried

E.3 Transfer of Claresholm Elementary to Town of Claresholm

LRSD Administration has been in discussions with representatives from the Town of Claresholm regarding the potential transfer of the Claresholm Elementary School to the town. The appropriate processes and legal documentation have been completed in order to present at this time to the Board of Trustees, a request to approve the transfer of the facility over to the Town of Claresholm.

- 15-119** Trustee Toone moved that the Board of Trustees approve the transfer of the Claresholm Elementary School to the Town of Claresholm by way of the prepared legal transfer agreement.

Carried

E.4 Board & CEO Self-Evaluation, Governance Workshop

Based on preliminary planning with Terry Gunderson from ASBA, the dates and a process to guide this years' evaluation and governance training process have been put together for approval by the Board of Trustees.

- 15-120** Trustee Scherger moved that the Board of Trustees approve:
- a) on August 24, 2016 the CEO Evaluation be held (am) and the Board Self-Evaluation (pm), followed by the Governance Workshop on August 25, 2016.
 - b) Board members will individually engage in a Board self-evaluation questionnaire commencing on the third week of July, 2016 and concluding the first week of August, 2016. The synopsis of this questionnaire will be brought to the August 24, 2015 meeting for a full board review.
 - c) The Superintendent will complete Appendix B: Role Expectation of Board Policy 13 one week prior to August 24, 2016 for full board review on August 24, 2016.
 - d) The Governance Workshop will enable Trustees to collectively address necessary policy changes to develop a positive path forward for the 2016-2017 school year.
 - e) The CEO Evaluation, the Board Self-Evaluation and Policy amendments will be brought forth to the September, 2016 Regular Board Meeting for approval.

Carried

E.5 Divisional Health and Wellness Policy

A motion was put forward by Trustee Hodges that the Board of Trustees develop a Divisional Health and Wellness Policy and the first reading of this new policy will be presented to the Board of Trustees at the October, 2016 Board Meeting. Trustee Ratcliffe amended this motion to read:

- 15-121** Trustee Ratcliffe moved that the Board of Trustees direct Senior Administration to develop a Divisional Health and Wellness Policy to be presented to the Board of Trustees at the October, 2016 Board Meeting.

Carried

E.6 Professional Learning

The agenda, in error, stated a recommendation that the Board of Trustees approve Trustee Scherger attend the Municipal Government Amendment Act, Summer 2016 Tour Public Discussion Sessions in Lethbridge on July 15, 2016. This recommendation was amended as follows.

- 15-122** Trustee Scherger moved that the Board of Trustees approve the Board to be able to attend the Municipal Government Amendment Act, Summer 2016 Tour Public Discussion Sessions.

Carried

E.7 Modernization of LRSD Central Office and Maintenance Shops

- 15-123** Trustee Ratcliffe moved that senior administration continue the investigation of cost factors for locations, possible partnerships and rational for modernization of Livingstone Range School Division Central Office and maintenance shops.

Carried

F. Discussion

F.1 Financial Report

Jeff Perry, Associate Superintendent of Business Services reviewed the monthly financial update for the period ended May 31, 2016 which represents the completion of approximately 90% of the 2015-2016 school year and 75% of the fiscal year.

F.2 FNMI Update

Dave Driscoll, Superintendent updated the Board of Trustees on the work completed and the work plan moving forward in relation to FNMI education. Mr. Driscoll spoke on the new Equal Opportunity Grant which will help with our work with First Nations students, the hiring of the FNMI Success Coordinator and the discussions being held with the new Education Agreement Standards with the Piikani senior staff.

G. Information

G.1 Fort Macleod Greenhouse Project

Dave Driscoll, Superintendent updated the Board of Trustees on the greenhouse project in Fort Macleod in which he was approached by community members in conjunction with Kids First to put a greenhouse on our property that would benefit both our students and the community. This project is still in discussions and Mr. Driscoll has asked the committee to present their findings at a Board Meeting in September, 2016.

G.2 Student Transportation

Jeff Perry, Associate Superintendent of Business Services updated the Board of Trustees on the student transportation services in the communities of Pincher Creek and Lundbreck. Mr. Perry noted a verbal agreement is in place with First Students busing in Pincher Creek and Lundbreck and a five year contract should be signed shortly. Mr. Driscoll thanked Mr. Perry for the extra work that has gone into this

G.3 Fort Macleod Modernization Update

Jeff Perry, Associate Superintendent of Business Services updated the Board of Trustees on the work taking place at the Fort Macleod Modernization projects with a series of pictures. There will be a tour set up for the trustees to view the schools on Friday, June 24th.

G.4 Supporting the Arts

15-124

Trustee Yagos moved that the Board of Trustees write a letter to the Minister of Education and Minister of Culture and Tourism to support the Alberta Foundation for the Arts, Arts & Education Program in regards to reversing the 50% cuts to their program

Carried

Reports were not reviewed at this meeting due to time constraints but are posted on the website under Board / Information.

15-125 Trustee McKee moved be adjourn the regular Board Meeting at 1356 hours.

Carried

Board Organization

Chair Toone called the Board Organization Meeting to order at 1411 hours.

Changes to the agenda:

- H.6 Board Meeting Dates update
- H.7 Board Planning Meeting Dates update

15-126

Trustee Ratcliffe moved that the June 14, 2016 Board Organizational Agenda be approved by the Board of Trustees as amended.

Carried

H.1 Appointment of Ballot Counters

15-127

Trustee Scherger moved that the Board of Trustees appoint Jeff Perry and Connie Bonetti as Ballot Counters.

Carried

H.2 Appointment of Standing Committee Members

Committees of the Whole:

All Trustees are appointed to the following four committees:

- Superintendent Evaluation Committee**
- Audit Committee**
- Planning Committee**

First Nation Metis, Inuit & LRSD Working Committee

Labour Relations Committee

- 15-128 Trustee Ratcliffe moved that the Board of Trustees appoint Trustees Yagos (Chair), Scherger (Recorder) and Ratcliffe to the Labour Relations Committee.

Carried

Appeals Committee

- 15-129 Trustee Yagos moved that the Board of Trustees appoint Trustees Ratcliffe (Chair), McKee (Recorder) and Stevens as members of the Appeals Committee.

Carried

Discipline Committee

- 15-130 Trustee Stevens moved that the Board of Trustees appoint Trustees McKee (Chair), Toone (Recorder) and Stevens as members of the Discipline Committee.

Carried

Awards & Recognition Committee

- 15-131 Trustee Hodges moved that the Board of Trustees appoint Trustees Hodges (Chair) and Stevens (Recorder) as members of the Awards and Recognition Committee.

Carried

Professional Learning Committee

- 15-132 Trustee Yagos moved that the Board of Trustees appoint Trustees Scherger (Chair) and McKee (Recorder) as members of the Professional Development Committee.

Carried

Policy Review Committee

- 15-133 Trustee Ratcliffe moved that the Board of Trustees appoint Trustees Yagos (Chair), Scherger (Recorder) and Ratcliffe to the Policy Review Committee.

Carried

H.3 Appointment of External Committee Members

ATA Executive / LRSD Trustee Liaison Committee

- 15-134 Trustee McKee moved that the Board of Trustees appoint Trustees Ratcliffe (Chair) and Stevens (Recorder) as members of the ATA Executive / LRSD Trustee Liaison Committee.

Carried

H.4 Other Membership

Regional School Council

- 15-135 Trustee Stevens moved that the Board of Trustees approve of Trustee Hodges assuming the role of Chair of Regional School Council.

Carried

Regional Council of Student Leaders

- 15-136 Trustee Yagos moved that the Board of Trustees approve of Trustee Scherger assuming the role of Facilitator of Regional Council of Student Leaders.

Carried

H.5 Appointment of Board Representation

ASBA Zone 6 Representative

A vote by ballot took place for the representative of ASBA Zone 6.

- 15-137** Trustee Hodges moved that the Board of Trustees appoint Trustee Hodges as the ASBA Zone 6 Representative and Trustee Toone as the alternate. **Carried**

- 15-138** Trustee Scherger moved that Trustee Scherger continue as the contact for the Pincher Creek Police Advisory Committee. **Carried**

- 15-139** Trustee Yagos moved that the Alberta SW Broadband representative be combined with the Alberta Southwest Regional Alliance. **Carried**

Alberta Southwest Regional Alliance

- 15-140** Trustee McKee moved that the Board of Trustees appoint Trustee Yagos as representative of the Alberta Southwest Regional Alliance and Trustee Toone as the alternate. **Carried**

First Nation Education Council

- 15-141** Trustee Scherger moved that the Board of Trustees appoint Trustee McKee as representative of the First Nation Education Council and Trustee Yagos as the alternate. **Carried**

H.6 Board Meeting Dates

Board Meeting Dates are as follows commencing at 9:30 am:

Tuesday, September 20, 2016
Tuesday, October 18, 2016
Tuesday, November 15, 2016
Tuesday, November 29, 2016 AERR

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Tuesday, January 17, 2017
Tuesday, February 14, 2017
Tuesday, March 21, 2017
Tuesday, April 25, 2017
Tuesday, May 23, 2017 Board Meeting & Budget Meeting
Tuesday, June 20, 2017
Tuesday, September 19, 2017
Tuesday, October 17, 2017 Pre-Organization Meeting
Tuesday, October 24, 2017

- 15-142** That the Board of Trustees approve the Board Meeting Dates as amended. **Carried**

- 15-143** * Trustee Toone moved to add December 13, 2016 to the approved Board Meeting Dates. **Carried**

H.7 Board Planning Meeting Dates *Chair*

- 15-144** Trustee Scherger moved that the Board of Trustees approve holding a Board Planning Meeting on October 7, 2016 commencing at 0930 hours to discuss facilities and

changes to the worklist which re-align all practices to policies and bring to the October Board Meeting for approval.

Carried

H.8 Trustee Remuneration

15-145 Chair Toone turned the meeting over to Associate Superintendent Perry to Chair. Trustee Yagos moved that the Trustee remuneration rate remain the same as the current rates for the 2015-16 school year.

Carried

15-146 Trustee Toone moved that the Board of Trustees approve of providing a cell phone for the Board Chair, or agreed upon allowance as set by senior administrative staff for other staff of Livingstone Range School Division.

Carried

H.9 Destruction of Ballots

15-147 Trustee Ratcliffe moved that the Board of Trustees approve the ballots be destroyed.

Carried

With the arrival of guests for presentations with a gathering following, the meeting was adjourned.

I. Adjournment

15-148 Trustee Ratcliffe moved that the Board of Trustees adjourn the meeting at 1520 hours.

Carried

J. Dr. Lloyd Cavers Scholarship Presentation

Dr. Lloyd Cavers, nominated students, their principal or designate and parents joined the meeting for the presentation of the Dr. Lloyd Cavers Scholarship presentations.

Each year one student from each of LRSD's six high schools is nominated for the Dr. Lloyd Cavers Scholarship. The scholarship is awarded to students who demonstrate leadership abilities both at the school as well as within the community. The selection criterion considers community service, citizenship, academic performance, extra-curricular activities, personal character and leadership. This year's candidates demonstrated excellence across all of our schools.

The following students from the six high schools were nominated for the Dr. Lloyd Cavers Scholarship:

Kori Sandeman, Livingstone School
Keyli Kurtz, F.P. Walshe School
Alexi Lively, J.T. Foster High School
Jocelyn Proulx, Crowsnest Consolidated High School
Mackenzie Russell, Willow Creek Composite High School
Megan McGlynn, Matthew Halton High School

Chair Toone welcomed Dr. Lloyd Cavers, students, parents and principals to the meeting. Chair Toone called upon each student and principal, or designate, who provided information about the candidate's strengths and contributions and Dr. Cavers presented the students with a certificate and a monetary award. The overall winner was Alexi Lively who was presented with a plaque that will remain at the school for one year.

A gathering with light snacks followed the presentations.