

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 Tuesday, September 8, 2015 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, Brad Toone and Clara Yagos.

Trustee Decoux was absent from the meeting.

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 0930 hours.

B. In-Camera

15-001 Trustee Scherger moved that the meeting go in-camera at 0930 hours.

Carried

15-002 Trustee Ratcliffe moved the meeting revert to regular session at 1007 hours.

Carried

The meeting was brought back to order at 1010 hours and Chair Toone welcomed everyone back after the summer break. Chair Toone and Superintendent Driscoll introduced the new Central Office staff, Ken Sampson, Associate Superintendent of Programs & Services and Danny Roberts, Director of Learning Services who both gave a brief history of the work they have been involved in. Shaun Metz, Clinical Team Leader and Admin Assistant Nikki Lytwyn were not available for introductions.

C. Emergent Changes to the Agenda

15-003 Trustee Ratcliffe moved that the September 8, 2015 Agenda be approved by the Board of Trustees as presented.

Carried

D. Adoption of Minutes

15-004 Trustee McKee moved that the minutes from the June 23, 2015 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

E. Action Items

E.1 Locally Developed Course Renewals

Superintendent Driscoll requested approval from the Board for the Superintendent's office to move ahead with renewal of the use of expiring locally developed courses.

15-005 Trustee Yagos moved that the Board of Trustees confirm for Alberta Education that its delegation of authority to the Superintendent under Board Policy 12 applies to the approval of locally developed courses submitted to AB ED for the 2015-2016 school year.

Carried

E.2 LRSD Virtual School

Superintendent Driscoll discussed the development of a Virtual School in Livingstone Range School Division, a distance learning school providing elementary, junior high, and senior high school students with a range of flexible online course and program options.

15-006 Trustee Ratcliffe moved that the Board of Trustees approve the request of a school code from Alberta Education for a Virtual School in Livingstone Range School Division.

Carried

E.3 Alberta Borrowing Resolution, 2015-2016 School Year

Jeff Perry, Associate Superintendent of Business Services Enclosed reviewed the Borrowing Resolution for the 2015-2016 school year, in accordance with Section 183 of the School Act.

15-007 Trustee Yagos 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 2015-2016 school year.

Carried

E.4 Board Policy 11

15-008 Trustee Ratcliffe moved that the Board of Trustees postpone the approval of an the amendment to Board Policy 11, Policy Making until the next board meeting in order for the Policy Committee to meet, review the policy, and bring back a recommendation.

Carried

F. Discussion

F.1 Audited Financial Statement Inservice

As part of the Board's Work Plan and in preparation for the 2014-2015 School Division Audit, Jeff Perry, Associate Superintendent of Business Services reviewed the 2013-2014 Audited Financial Statements with the trustees to provide clarification where needed and to prepare the Board for the pre-audit meeting with auditors that will be held as part of the October Board Meeting.

F.2 Board - CEO Evaluation

Chair Toone spoke on recent changes made to the Board Self Evaluation and CEO Evaluation. As a cost saving measure and also to ensure a more thorough self-directive measure, effective this year an outside consultant will be engaged every second year. Trustee Scherger spoke on the importance of reviewing the board's work and setting goals to work on over the following year. Trustee Scherger reviewed the process set at the recent Board Planning Meeting for the evaluation on September 22, 2015.

G. Information

G.1 Technology Update

Darryl Seguin, Associate Superintendent of Administrative Services reported on the major work of the Technology Department over the summer. This work was in the areas of: 1) Precision-Exec Incident Tracking, software being piloted in our schools to track various information, specifically at this time accident and incident reports; 2) Learning Commons, creating a handbook for use within our schools; 3) RICOH Training, new photocopier training throughout the division; 4) Everfi Training, Grades 4-8 Digital Citizenship work; 5) Read/Write for Google, a pilot program which will be re-evaluated in May, and; 6) Evergreening, all high schools in the division were completed this summer.

Mr. Seguin additionally spoke on the recent donation made by the Crowsnest / Pincher Creek Landfill Association, funding for 'Technology in the Classroom', a program to assist area schools in providing technology hardware and software for students in the K-3 classrooms and libraries which will benefit Canyon, Horace Allen, Livingstone and St. Michael schools.

G.2 2015-2016 School Year Preliminary Enrollment

Jeff Perry, Associate Superintendent of Business Services reviewed the enrollment figures as of September 4, 2015. Currently the numbers are slightly up from last year. The actual enrollment numbers are taken at September 30, 2015 and will be reviewed at the October 13, 2015 Board Meeting. Mr. Perry reiterated that the numbers are preliminary and subject to change.

G.3 Fort Macleod Modernization Update

Associate Superintendent Jeff Perry provided a photo slide show of the work taking place at the Fort Macleod School Modernizations sites. The work is remaining on-schedule.

The meeting broke for lunch at 1200 hours and was called back to order at 1230 hours.

H. Reports

H.1 Central Office Senior Management Reports

- a) Superintendent Report.
- b) Associate Superintendent - Administrative Services
- c) Associate Superintendent - Business Services
- d) Associate Superintendent - Programs & Services

The Superintendent and Associate Superintendents distributed their reports and spoke on key highlights. A copy is located on our website under Board / Documents / Superintendent Reports.

H.2 Chair's Report

Chair Toone spoke on events he participated in over the summer; 1) welcomed New Teachers / Administrators at the Orientation session; 2) Board Chairs' phone conversation in regards to the upcoming Teacher Bargaining Model Consultation, and 3) FACES graduation.

H.3 Trustees' Report

Trustee Scherger expressed 'Kudos' to Ian Robertson, who just completed his Trades to Teaching and in the final stages of receiving his Bachelor of Education. Mr. Robertson is the chef at Matthew Halton High School and will also be teaching Social Studies this year.

Trustee Ratcliffe reported on the CSBA Annual Conference she attended in Saskatoon this summer noting both the sessions she attended and the tour she took were very worthwhile. Additionally Trustee Ratcliffe attended a FACES graduation and stated how amazing it is to hear the kids speak of their experiences and how great the program has been.

H.4 Professional Learning Sharing.

H.5 Committee Reports

Standing Committees

- a) Awards Committee (*L. Hodges*)
Trustee Hodges noted the Art Gala will be held on October 13, 2015.
- b) Professional Learning Committee (*S. Scherger*)
Trustee Scherger noted she sent out her list of upcoming events as a google document and encouraged everyone to add and/or edit as required.

Discussion of the upcoming CASS/Alberta Education First Nation Workshop and Symposium (Edmonton) and the Treaty Seven Conference (Calgary) were discussed.

15-009

Trustee Scherger moved that the Board of Trustees approve of sending two trustees to the CASS/Alberta Education First Nation Workshop and Symposium in Edmonton and two trustees to the Treaty Seven Conference in Calgary.

Carried

- c) Policy Review Committee (*M. Ratcliffe*)
The Policy Review Committee will be meeting today after the board meeting.

External Committee

- a) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*)
Trustee Ratcliffe noted she will be contacting Bart Heine to set up future meetings.

Board Representatives

- a) ASBA Zone 6 Representation (*L. Hodges*)
Trustee Hodges noted the Zone and General Meeting will be held September 9th at Lethbridge School Division No. 51.
- b) Alberta SouthWest Regional Alliance (*C. Yagos*)
Trustee Yagos distributed the Alberta SouthWest Bulletin for August and noted she attended two meetings since the last board meeting. She reported on 13 Ways to Kill a Community stating they are currently reviewing community reports to find out how to best distribute the information. Additionally there is a lot of activity in regards to Wireless in the Waterton and Nanton area.
- c) First Nation Education Council (*J. McKee*)
Trustee McKee noted there is a meeting set for September 23, 2015.

H.6 Work List Review

Trustee Scherger reviewed the Work List for the month of October.

H.7 Key Messages

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

- 1) The Board of Trustees is pleased to hear the school enrollment numbers are looking positive at this point in time. The 2015-2016 actual enrollment numbers will be released at the October 13, 2015 Board Meeting.
- 2) The Board of Trustees welcome all new staff to our schools and Central Office.
- 3) The focus of Learning Commons in schools is leading to the creation of amazing spaces for students learning and engagement.

I. Adjournment

15-010

Trustee Ratcliffe moved that the meeting be adjourned at 1315 hours.

Chairman

Secretary-Treasure