

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 Monday, April 11, 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
Regrets: Ken Sampson, Associate Superintendent, Programs & Services

A. Call to Order

Brad Toone, Chairman called the meeting to order at 0930 hours.

Chair Toone welcomed Ms. Kristy Stevens who was the successful candidate in the Ward 2 By-Election.

B. Emergent Changes to the Agenda

15-095 Trustee Yagos moved that the April 11, 2016 Agenda be approved by the Board of Trustees as presented.

Carried

C. Adoption of Minutes

15-096 Trustee Hodges moved that the minutes from the March 14, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as amended.

Carried

D. Oath of Office

D.1 Oath of Office - New Trustee

Kristy Stevens was the successful candidate in the Ward 2 By-Election held March 21, 2016. Ms. Stevens replaces Trustee Decoux who resigned September 15, 2015. Jeff Perry, Associate Superintendent of Business Services had Ms. Stevens take the Oath of Office as required in Section 76 of the Alberta School Act.

Mr. Feller and Ms. Norgard entered the board room at 0940 hours.

E. Presentation

E.1 W.A. Day School AERR Presentation

Richard Feller, Principal of W.A. Day School presented and spoke on their Annual Results Report and Three Year Plan to the Board of Trustees. Additionally, Barb Norgard, Assistant Principal showed videos prepared of W.A. Day's journey over the past two years and the plan going forward. The four videos depicted, 1) two schools merging into one, creating a space that works for everyone - about love, hope,

passion and not about four walls; 2) gathering information as no evidence for the combined schools - creating a strategic flow chart; 3) what is to be done with the data - working with the division goals, and 4) what we are doing - creating themes. Mr. Feller stated there is a lot of work going forward and all staff are working together to accomplish this. Questions were taken from the floor.

Mr. Feller and Ms. Norgard left the meeting at 1015 hours. A break was held and the meeting was called back to order at 1025 hours.

F. Action Items

F.1 2016-2017 Instructional Funding Allocation Formula

Over the course of the year the Instructional Funding Allocation Committee has reviewed the current manner in which LRSD allocates instructional resources. The committee also reviewed formulas from other divisions within Alberta. Discussions were held to address current challenges and improvements that could be made to the way LRSD allocates their resources. Associate Superintendent, Business Services Mr. Jeff Perry presented and reviewed the recommendation on changes to the 2016-20107 Instructional Funding Allocation Formula to the Board of Trustees.

15-097 Trustee Scherger moved that the Board of Trustees approve the Instructional Funding Allocation Formula for the 2016-2017 school year.

Carried

F.2 Board Policy 21

The Board of Trustees approved the first reading of Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* to reflect the safety and wellbeing of LGBTQ student, at the February 2, 2016 Board Meeting. The policy was presented to the Board for the second and the third reading.

15-098 Trustee Ratcliffe moved that the Board of Trustees approve the second reading of Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* to reflect the safety and well-being of LGBTQ students in Livingstone Range School Division as presented.

Carried

15-099 Trustee Scherger moved that the Board of Trustees approve the third reading of Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* to reflect the safety and well-being of LGBTQ students in Livingstone Range School Division as presented.

Carried

F.3 2016-2017 School Year Calendar

Changes were made to the testing dates in the Winter 2016 Guide to Education, adding Diploma and PAT examinations on June 29, 2017. As our current approved calendar has the last day listed as June 28, 2017 Darryl Seguin, Associate Superintendent of Administration Services and Chair of the Calendar Committee proposed changing the last day of school to June 29, 2017, as an operational day for staff and an instructional day for only those writing examinations to the 2016-2017 School Calendar.

15-100 Trustee Hodges moved that the Board of Trustees approve the amended 2016-2017 School Year Calendar based on changes to the June, 2017 Diploma and PAT examinations as presented.

Carried

G. Information

G.1 LRSD International Student Program

Superintendent Driscoll distributed a handout and updated the Board of Trustees on the International Student Program. Mr. Driscoll explained the different International Programs available and spoke on our current student program explaining the importance of having second languages in our schools. He stated we are currently looking at good partners in safe countries so we can initiate exchange programs giving our students opportunities to study in other countries, not just bringing students into our division to study. Mr. Driscoll spoke on funding of the student program, the homestay program and on current recruiting trips.

As requested by the Board of Trustees, Mr. Driscoll will personalize a handout with specific information on Livingstone Range School Division for future presentation to School Councils and for trustee information.

G.2 Fort Macleod Modernization

Jeff Perry, Associate Superintendent of Business Services updated the Trustees on the modernization project in Fort Macleod by showing updated pictures of the work in progress. Mr. Perry stated all the work continues on schedule and is currently taking steps with Alberta Education on planning the grand opening of the schools towards the end of September, 2016.

G.3 Financial Statement

Mr. Perry, Associate Superintendent of Business Services reviewed the Monthly Financial update for the period ended March 31, 2016 which represents the completion of approximately 70% of the 2015-2016 school year and 58.3% of the fiscal year.

G.4 We Schools Program

Jeff Perry updated the Board of Trustees on the Livingstone Range School Division, 2015-16 partnership with Free the Children, 'We Schools Program' Mid-Year Activity Report.

The Board took a lunch break at 1200 hours and the meeting was called back to order at 1245 hours.

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/zsr3aym>

- a) Dave Driscoll, Superintendent Report
- b) Darryl Seguin, Associate Superintendent - Administrative Services
- c) Jeff Perry, Associate Superintendent - Business Services
- d) Ken Samson, Associate Superintendent - Programs & Services was absent from the meeting however his report was available.

H.2 Chair's Report

Trustee Toone highlighted meetings he attended since the last board meeting; the FCSS Community Futures Meeting and the Nanton Community Meeting / Value Management Sessions. Mr. Toone's monthly report was distributed to all.

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

Trustee Yagos: Livingstone School won the 1A Provincial Boys Basketball, very well done; also a thank you to Matthew Halton High School for hosting the provincials.

Trustee Scherger: Attended a Foods Restaurant simulation at Matthew Halton High School in which students were involved in cultural studies, budgeting, grocery and meal planning, food preparation as well as venue and décor preparation.

Trustee Ratcliffe: Attended F.P. Walshe School and spoke to the Grade 6 class, giving the ASBA 'About School Boards and Trustees' presentation.

H.4 Professional Learning Sharing.

Trustee Scherger spoke on and distributed Jim Gibbons document, Collaboration Rubrics.

15-101

Trustee Ratcliffe moved that Chair Toone attend the CSBA Congress 2016 being held in Winnipeg July 6-9, 2016.

Carried

H.5 Committee Reports

Standing Committees

- a) Awards Committee (*L. Hodges*) - Information will be brought forward to the next board meeting.
- b) Professional Learning Committee (*S. Scherger*) - Zone 6 is hosting a workshop September 14th in Lethbridge focused on Parliamentary Procedures skills. This workshop will replace one planned for Red Deer on June 4, 2016. As such, overnight accommodations in Red Deer have been cancelled for June 4th.
- c) Policy Review Committee (*M. Ratcliffe*) - The next meeting is scheduled for April 26, 2016 at F.P. Walshe School.

External Committee

- a) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*) - The next meeting will be held in Claresholm on May 5, 2016.

Board Representatives

- a) ASBA Zone 6 Representation (*L. Hodges*) - The Edwin Parr meeting and banquet will be held on May 11, 2016. Trustees Hodges and Yagos also discussed the 'Zone Language Representative' which Trustee Yagos is currently volunteering her time to represent. More information will be displayed at the June ASBA Conference and this will be readdressed after this meeting.
- b) Alberta SouthWest Regional Alliance (*C. Yagos*) - The next meeting will be held in Waterton in May.
- c) First Nation Education Council (*J. McKee*) - Trustee McKee stated there was nothing to report at this time.

Other

- a) Regional School Council (*L. Hodges*) - The next meeting will be held on April 18, 2016.
- b) Regional Council of Student Leaders (*S. Scherger*) - The student leaders conference will be held at Willow Creek Composite High on April 15, 2016. The next meeting will be held on May 17, 2016.
- c) AB SW Broadband (*B. Toone*) - Attended Meeting in Pincher Creek March 30th. The highlight of the meeting was Nanton is up and running with high speed internet.

- d) Pincher Creek Police Advisory Committee (S. Scherger) - The last meeting was cancelled. Of interest is that bi-law signage in the transportation/ safety area is being worked on.

H.6 Key Messages

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

- 1) The Board of Trustees welcomes Kristy Stevens as the newly appointed Trustee for Ward 2. Ms. Stevens took the Oath of Office at today's Board Meeting and after the meeting was given a brief orientation. We look forward to working with Ms. Stevens and know she will serve the students and communities of the Crowsnest Pass and Lundbreck well.
- 2) Over the past year the Instructional Funding Allocation Committee has reviewed the manner in which LRSD has historically allocated instructional resources, how other divisions within Alberta allocate their instructional resources and have held discussions on what improvements could be made to address current challenges. Today the Board of Trustees approved the recommended changes to the Instructional Funding Allocation Formula that were submitted by the committee. One major change is that for the 2016-2017 school year a formula will be used to allocate teaching staff positions to schools and programs. Although it will not mean significant changes in the number of staff at each school it will standardize the level of staffing throughout the division while ensuring that there is sufficient staffing in smaller schools.
- 3) The Board of Trustees approved the second and third reading of Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* to reflect the safety and well-being of LGBTQ students in Livingstone Range School Division.

I. In-Camera

15-102 Trustee Ratcliffe moved that the meeting go in-camera at 1405 hours. **Carried**

15-103 Trustee Lori moved that the meeting revert to regular session at 1410 hours. **Carried**

J. Adjournment

15-104 Trustee Yagos moved that the meeting be adjourned at 1410 hours. **Carried**

Chairman

Secretary-Treasure