

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

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The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, January 12, 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, Brad Toone and Clara Yagos.

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

### A. Call to Order

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

### B. In-Camera

**15-054** Trustee Ratcliffe moved that the meeting go in-camera at 0930 hours.

**Carried**

**15-055** Trustee Yagos moved the meeting revert to regular session at 1001 hours.

**Carried**

A short break took place and the meeting was called back to order at 1010 hours.

Chad Jensen, Principal of Livingstone School entered the boardroom at 1010 hours.

### C. Emergent Changes to the Agenda

**15-056** Trustee Yagos moved that the January 12, 2016 Agenda be approved by the Board of Trustees as presented.

**Carried**

### D. Adoption of Minutes

**15-057** Trustee Ratcliffe moved that the minutes from the December 8, 2015 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as amended.

**Carried**

### E. Presentation

#### E.1 Livingstone School AERR Presentation

Chad Jensen, Principal of Livingstone School presented his Annual Results Report and Three Year Plan to the Board of Trustees. Mr. Jensen and his staff have worked diligently to create exciting and innovative programs for their students; these programs include robotics, digital photography, video editing, 3-D Design work and much more. One exciting new program that will be introduced in the 2016-2017

school year is a Skills Ski Academy program in collaboration with Castle Mountain. Livingstone School is holding a parent night on January 26 at 6:30 pm to provide more details and answer questions.

Livingstone School's presentation is located on their website for viewing at <http://tinyurl.com/gkqmr5>

Mr. Jensen left the meeting at 1100 hours. A ten minute break was held and the meeting was brought back to order at 1110 hours.

## **F. Action Items**

### **F.1 Regional Council of Student Leaders**

At the November 13, 2014 Board Meeting, Trustee Scherger moved that the Board of Trustees approve up to \$4,000 per school year for Student Leadership activities undertaken by Regional Student Council which promotes the growth of student leaders in Livingstone Range School Division. The Board will support one local student leadership event per year.

**15-058**

Trustee Yagos moved that the Board of Trustees amend the allocated \$4,000 per school year to reflect a \$5000 per school year budget for Student Leadership activities approved by the Regional Council of Student Leaders. The budget will support the growth of student leaders in Livingstone Range School Division.

***Carried***

### **F.2 Regional Council of Student Leaders Costs**

A recommendation for a motion to cover expenses for all Regional Council of Student Leaders meeting expenses through the LRSD Board and System Administration allocation was proposed. As this is already in place this recommendation was cancelled, however due to possible confusion in this matter, clarification will be forwarded to all schools.

### **F.3 School Year Calendar 2016-2017**

Darryl Seguin, Associate Superintendent of Admin Services provided the Board with an update to the 2016-2017 School Year Calendar. New information, changes to the January, 2017 Diploma Examination Schedule and the approved calendars from neighboring school jurisdictions, have made it desirable to make adjustments on this calendar. Discussion took place and Chair Toone asked for a recorded vote on this subject.

**15-059**

Trustee Yagos moved that the Board of Trustees approve the amended 2016-2017 School Year Calendar based on changes to the January, 2017 Diploma Examination schedule and the approved calendars from neighboring school jurisdictions.

***Carried***

Trustees Yagos, Scherger, Hodges and Ratcliffe were in favor of the vote. Trustees Toone and McKee were opposed.

A lunch break was held at 1200 hours and the meeting was called back to order at 1242 hours.

## **G. Discussion**

### **G.1 Board Technology Requirements**

The Board of Trustees' discussion on their requirements for technology, as a follow-up from the last board meeting, was moved to be included with the Google session, however due to time constraints this was not discussed.

## **G.2 Budget Preview Process**

Jeff Perry, Associate Superintendent of Business Services reviewed the proposed budget calendar and budget process related to the 2016-2017 School Year Budget.

## **G.3 Monthly Financial Update**

Jeff Perry, Associate Superintendent of Business Services reviewed the monthly financial update for the period ended December 31, 2015 which represents the completion of approximately 40% of the 2015-2016 school year and 33.3% of the fiscal year.

## **G.4 Transportation**

Associate Superintendent Jeff Perry reviewed details on the past three bussing transportation reviews which took place in 1997, 2003 and 2008. Mr. Perry stated that while reviewing this information it became apparent that finances became more relevant as time progressed, and presently LRSD is still showing a deficit in transportation. Currently Mr. Perry and the transportation department are reviewing routes for efficiency and a new software, TransFinder, is being installed to more effectively monitor the routes. This subject will be revisited once the Education Act has been passed.

## **G.5 Board Benefits**

Chair Toone removed himself as Chair in order to be part of discussion. Chair for this discussion item was passed to Jeff Perry, Associate Superintendent of Business Services.

Chair Toone requested Mr. Perry to survey other jurisdictions to find out what benefits their Trustees receive above and beyond regular remuneration to support them in their role as Trustee, e.g., laptops, cell phones, tech allowances. Mr. Perry had replies from 26 jurisdictions and distributed a spread sheet showing their benefits, other than remuneration, broken down by Chair, Vice-Chair and Other Trustees. Discussion took place and trustees requested time to review this information prior to voting on future benefits and policy changes on this item.

**15-060**

Trustee Ratcliffe moved that the Board of Trustees table the discussion on Board Benefits and have a motion presented at the next board meeting.

***Carried***

Mr. Perry passed the chair back to Chair Toone.

## **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. A copy of their reports is posted on our website under Board / Documents.

- 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

In addition to Mr. Samson's report, an invitation was extended to the Board of Trustees to participate in the SWRCSD Self-Regulation and the Epidemic of Epidemics Webinar Series offered by Dr. Shanker, Mehrit Center.

## **H.2 Chair's Report**

Chair Toone spoke on attending the Schools' Christmas festivities.

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

(S. Scherger) Town of Pincher Creek Peace Officer has collaborated with Canyon School and the Safety Patrol Team to propose a plan that will establish a no parking area during school hours.

As a volunteer, attended a meeting with representatives from Waterton Park Community, Alberta SW Regional Alliance, Cardston County and the MD of Pincher Creek on potential collaboration with a fiber/high speed Internet project.

(C. Yagos) ISS and HAS are launching their 1 Book, 2 Schools today. LIV School is hosting the boys Provincials Basketball at MHHS.

## **H.4 Professional Learning Sharing**

There was nothing to report.

## **H.5 Committee Reports**

### Standing Committees

#### a) Awards Committee (*L. Hodges*)

The Committee met January 11. An action plan will come forth shortly.

#### b) Professional Learning Committee (*S. Scherger*)

A Professional Development Plan was distributed.

Trustee Scherger met with Dave Driscoll, Darryl Seguin and Trustee Hodges to review the proposal previously brought forward at the December meeting to hold a Covey based workshop for Trustees, the Superintendent and Associated Superintendents. This is scheduled for February 22 (evening) and February 23 (all day). A venue will be secured by Superintendent Driscoll.

Trustee Scherger updated the board with information on the proposal to hold a governance session. This will take place at Red Deer on June 5<sup>th</sup> and Mr. Jim Gibbons, ASBA has been contacted to tailor a workshop.

#### c) Policy Review Committee (*M. Ratcliffe*)

The Committee met on December 14, 2015 and the minutes from the meeting were distributed.

### External Committee

#### a) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*)

Trustee Ratcliffe noted the next meeting will be held February 11, 2016.

### Board Representatives

#### a) ASBA Zone 6 Representation (*L. Hodges*)

Trustee Hodges reported there wasn't a meeting in December. The next general meeting will be held tomorrow (January 13, 2016) at Lethbridge School District No. 51.

#### b) Alberta SouthWest Regional Alliance (*C. Yagos*)

Trustee Yagos' report was distributed and of note discussed the proposed shuttle bus in the CNP which will run three times a day. Trustee Yagos also shared a copy of the Invest in Alberta magazine which is now available.

#### c) First Nation Education Council (*J. McKee*)

Trustee McKee's noted the Council will meet February 8, 2016 at Kainai High School.

### Other

- a) Regional School Council (*L. Hodges*)  
The next meeting is February 1, 2015. A request for agenda items will be sent out to School Chairs.
- b) Regional Council of Student Leaders (*S. Scherger*)  
The google environment is now active. Their conference is set for April 15, 2016.
- c) Alberta SW Broadband (*B. Toone*)  
There was nothing to report.
- d) Pincher Creek Police Advisory Committee (*S. Scherger*)  
There was nothing to report

**15-061**

Trustee Scherger moved that Trustees Ratcliffe, Yagos, Scherger and Hodges attend the Alberta Rural Symposium 2016 being held in Banff, March 6-8, 2016 and Chair Toone the 21<sup>st</sup> National Congress on Rural Education being held in Saskatoon, March 20-22, 2016.

**Carried**

## **I.6 Key Messages**

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

- 1) The Board of Trustees believe in the importance of fostering student leadership skills and students voice and as such, the Board approved amending the current allocated \$4,000 per school year budget for Student Leadership activities, approved by the Regional Council of Student Leaders, to \$5,000 per school year. The budget will support the growth of student leaders in Livingstone Range School Division.
- 2) The Board of Trustees approved amending the 2016-2017 School Year Calendar which was adjusted due to changes in the January, 2017 Diploma Examinations as well as approved calendars from neighbouring school jurisdictions. The major change to the calendar was moving the Christmas Break one week later with the last day of school falling on December 23, 2016 and the first day back to school on January 9, 2017.
- 3) Mr. Chad Jensen, Principal of Livingstone School presented his 2015-2016 Annual Results Report and Three Year Plan to the Board of Trustees. Mr. Jensen and his staff have worked diligently to create exciting and innovative programs for their students; these programs include robotics, digital photography, video editing, 3-D Design work and much more. One exciting new program that will be introduced in the 2016-2017 school year is a Skills Ski Academy program in collaboration with Castle Mountain. Livingstone School is holding a parent night on January 26 at 6:30 pm to provide more details and answer questions.  
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## **J. Information Session**

### **J.1 Google**

Chad Kuzyk, Director of Learning and Innovation led a learning session on Google to the Board of Trustees.

## **K. In-Camera**

**15-062**

Trustee Ratcliffe moved that the meeting go in-camera at 1551 hours.

**Carried**

**15-063** Trustee Hodges moved the meeting revert to regular session at 1607 hours. **Carried**

**L. Adjournment**

**15-064** Trustee Ratcliffe moved that the meeting be adjourned at 1607 hours. **Carried**

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**Chairman**

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**Secretary-Treasure**