

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

The scheduled Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, February 10, 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 and Bruce Toone. Trustees Bruce Decoux and Clara Yagos were absent from the meeting.

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

A. Call to Order

Chair Ratcliffe called the meeting to order at 0931 hours.

B. In-Camera

14-074

Trustee Scherger moved the meeting move to in-camera at 0931 hours.

Carried

14-075

Trustee Hodges moved the meeting revert to regular session at 1006 hours.

Carried

A short break was held and the meeting brought back to order at 1010 hours.

C. Emergent Changes to the Agenda

14-076

Trustee McKee moved that the February 10, 2015 Agenda be approved by the Board of Trustees as presented.

Carried

D. Adoption of Minutes

14-077

Trustee Scherger moved that the minutes from the January 13, 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 School Calendars

As a member of the Calendar Committee, Darryl Seguin, Associate Superintendent of Administration Services reviewed the 2015-2016 and the 2016-2017 School Calendars for the Board of Trustees approval. Discussion of the calendars took place and two changes to the 2015-2016 calendar were made; to change a Staff Planning and Collaboration Day and an Interschool Collaboration Day to a Friday, which is currently an early dismissal day, instead of holding them on Mondays.

Recommendations:

14-078 Trustee Toone moved that the Board of Trustees approve the 2015-2016 School Calendar as amended. **Carried**

14-079 Trustee Toone moved that the Board of Trustees approve the 2016-2017 School Calendar as presented. **Carried**

F. Discussion

F.1 Monthly Financial Update

Associate Superintendent Perry reviewed the monthly financial update for the period ended January 31, 2015 which represents the completion of approximately 50% of the 2014-2015 school year and 41.67% of the fiscal year.

F.2 Projected Enrollments

Jeff Perry, Associate Superintendent of Business Services reviewed projected enrollments for September 30, 2015. Current projections indicate a decline of 127 FTE students from the September 30, 2014 actual count and a decline of 41.5 FTE students from projections from September 30, 2014, done as part of the budgeting process.

F.3 LRSD Boundary Discussion

Associate Superintendent Perry is in contact with Alberta Education in regards to the process for the extension of the LRSD Boundary to include the Castle Mountain area, NE Section 24, Twp 4, Range 4, W5M. A discussion of including the Castle Mountain area in our jurisdiction boundaries took place.

F.4 Wellness Committee

Chair Ratcliffe recently attended a Wellness Committee Meeting in Fort Macleod with other representatives of the divisions within our zone. The Wellness Committee discussed the Healthy Relationship Grant, the second stage of a wellness grant that was applied for in the fall of 2014 entitled 'Building a Culture of Wellness'. Chair Ratcliffe reviewed their action plan and timelines involved in the plan; they will meet again in the spring of 2016 to review the school divisions' findings. The grant is to encourage healthy and active schools.

G. Reports

G.1 Central Office Senior Management Reports

a) Superintendent Report

Superintendent Driscoll distributed his report and spoke on the following events he has attended: Dual Credit Meetings, SW Regional VTRA review and signing, Leader2Leader, Meeting with AB Education reviewing the LRSD AERR and Three Year Plan, Board Planning Meeting, Admin Council Meeting, First Nations Staff Meeting, Colony Ministers and German Teachers Meeting, AB ED Minister's Meeting, ATA Board Liaison Committee Meeting, CASSIX. Mr. Driscoll also related information on a 'virtual welder' tour he attended at the Lethbridge College.

b) Associate Superintendent - Administrative Services

Darryl Seguin, Associate Superintendent of Administrative Services, distributed and spoke on his highlights since the last meeting which included; classroom observations, Provincial Attendance Board, Calendar Committee Meeting, the

Telus Review Meeting, Learning Commons - Library Lead Review, ETAC Meeting, CE Committee Meeting and the CTS Shop Review. Additionally Mr. Seguin attended Career Fairs at the University of Calgary and the University of Saskatoon.

c) Associate Superintendent - Business Services

Jeff Perry, Associate Superintendent of Business Services distributed his report and spoke on the work he has been involved in the past month. Highlights included meetings on the Fort Macleod Modernization project, Research Based Meetings, a review of Plans and Budgets of various departments, signing the new 3 year lease extension with Napi Friendship Center, attending the colony agreement meeting, working with principals on enrolment projections and the Telus annual phone review. Mr. Perry also spoke on the new Employee and Family Assistance Program benefits through Homewood Health.

d) There was no report from Learning Services.

G.2 Chair's Report

Chair Ratcliffe spoke on events she has attended since the last meeting. Highlights included a presentation with Trustee Hodges to the Grade 6 class at F.P. Walshe School, attending the Kananaskis Wellness Conference, attending the Zone 6 Minister of Education's meeting and attending the Wellness meeting in Fort Macleod with Zone 6 representatives.

G.3 Trustees' Report

Chair Ratcliffe asked if any trustees had any special interest events they wished to report on.

Trustee Hodges reported on attending a Robert Munch play production at the Empress Theatre put on by the students of F.P. Walshe school. Additionally she spoke on the presentation she and Chair Ratcliffe gave to the grade six class at F.P. Walshe on 'What Trustees Do'.

Trustee Toone reviewed the wrap-up of '3 Schools - 1 Book' that Stavely, Claresholm and Granum have been involved in which has created great involvement from the communities and families.

Trustee Scherger spoke on the Student Leadership Conference being held at Matthew Halton High School and the expense of having a key note speaker attend. The students are now looking at hosting a large screen 'Motivational Media Assembly' and a short video clip was shown on this what this company can offer.

G.4 Professional Learning Sharing.

Trustees McKee and Ratcliffe recently attended the seminar 'Shaping the Future - Inspiring Connection and Celebrating Healthy School Communities' which was held in Kananaskis. Trustee McKee spoke on the seminar stating it was very well done and was impressed with the amount of enthusiasm shown. There were very good sessions one could attend. The seminar not only spoke to the school communities but also touched on health issues on an individual aspect.

G.5 Committee Reports

Standing Committees

- a) Awards Committee: Trustee McKee noted the Committee would be judging the jurisdiction nominees for the Edwin Parr Award on February 27.
- b) Professional Learning Committee: Nothing to report for this month.

- c) Policy Review Committee: the membership of the ATA Executive / LRSD Liaison Committee was discussed; the ATA Executive requires a change from 4 to 3 members. This requires an update to Board Policy 9, Committees of the Board and the Terms of Reference.

14-080

Trustee Scherger moved that the Board of Trustees approve the change of membership from 4 ATA Executives to 3 ATA Executives in the ATA Executive / LRSD Liaison Committee and this change be reflected in Board Policy 9, Committees of the Board and the ATA Executive / LRSD Liaison Committee Terms of Reference.

Carried

External Committee

- a) ATA Executive and LRSD Liaison Committee: Chair Ratcliffe reported on the meeting held on February 4, 2015. Highlights included the Fort Macleod modernization project, the workings of Interschool Collaboration Days, Leader2Leader and the recent curriculum Math update.

Board Representatives

- a) ASBA Zone 6 Representation: Trustee Hodges reviewed items from the January 14, 2015 meeting.
- b) Alberta SouthWest Regional Alliance: In Trustee Yagos' absence, Chair Ratcliffe updated the Board on the past meeting which mostly entailed their work with broadband and creating digital opportunities.
- c) First Nation Education Council: Trustee McKee noted the Council will meet on February 25, 2015.

G.6 Work List Review

The Board of Trustees reviewed and updated the Work List for February.

G.7 Key Messages

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

- 1) The 2015-2016 and 2016-2017 School Calendars were approved by the Board of Trustees.
- 2) Livingstone Range School Division is working with Alberta Education in regards to securing the Castle Mountain area boundaries.
- 3) Funds have been received for the second stage of a wellness grant that was applied for in the fall of 2014, the 'Building a Culture of Wellness'. An action plan is in place to encourage healthy and active schools.

H. Adjournment

14-081

Trustee Hodges moved to adjourn the meeting at 1315 hours.

Carried

Chairman

Secretary-Treasure