

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

The scheduled Board Meeting of Livingstone Range School Division No. 68 was held at Central Office in Claresholm on Tuesday, March 11, 2014 at 0930 hours. Following are the minutes from the meeting.

Attendance: Trustees Bruce Decoux, Lori Hodges, John McKee, Martha Ratcliffe, Shannon Scherger, Brad Toone and Clara Yagos.

Dave Driscoll, Superintendent
Kathy Olmstead, Associate Superintendent, Learning Services
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

13-080 Trustee Hodges moved that the meeting go in-camera at 0931 hours.

Carried

13-081 Trustee Yagos moved the meeting revert to regular session at 1030 hours.

Carried

A five minute break was held and the meeting was called back to order at 1035 hours.

C. Emergent Changes to the Agenda

Move: (G1); include with (E2).
Addition: (G2) Update to Fort Macleod Modernization,

13-082 Trustee Yagos moved that the March 11, 2014 Agenda be approved by the Board of Trustees as amended.

Carried

D. Adoption of Minutes

13-083 Trustee Decoux moved that the minutes from the February 11, 2014 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

E. Action Items

E.1 LRSD – CUPE Memorandum of Agreement

13-084 Trustee Hodges moved that the Board of Trustees approve the changes to the collective agreement between Livingstone Range School Division No. 68 and the CUPE Local 2133 as provided for in the signed Memorandum of Agreement.

Carried

E.2 Instructional Funding Allocation Formula

During the March 4, 2014 Administrative Council the prior year's Instructional Funding Allocation Formula was adjusted for the 2014-2015 enrollment and revenues were presented and reviewed. Admin Council approved the recommendations made by the Allocations Instructional Formulas Committee.

G.1 Mr. Jeff Perry, Associate Superintendent of Business Services reviewed the school budget process which leads to Admin Council's recommendation of the Instructional Funding Allocation Formula.

13-085

Trustee Yagos moved that the Board of Trustees approve the Instructional Funding Allocation Formulas for the 2014-2015 school year, as recommended by Administrative Council.

Carried

E.3 2015-2018 School Capital Plan Priorities

Alberta Education's deadline for submission of the 2015-2018 School Capital Plan is April 1, 2014. Associate Superintendent Jeff Perry reviewed the recommended Facilities Restructuring Plan priorities which remain the same as was approved by the Board in March of 2013, less the Fort Macleod Solution which was approved for Funding by Alberta Education and Infrastructure in January, 2014. The Board of Trustees agreed on the recommendation at this time, and are in favour of Nanton being the number one priority, however would like all schools revisited for ranking. The Board requested a Planning Meeting to reassess and be proactive in the future facilities restructuring plans.

Recommendation:

13-086

Trustee Toone moved that the Board of Trustees approves the Livingstone Range School Division No. 68 Facilities Restructuring Plan Priorities to be submitted to Alberta Education.

Carried

E.4 Instructional Supplies and Materials Fees

According to Administrative Procedure 505, the Board of Trustees, in annual consultation with Regional School Council and Administrative Council, will establish the division wide instructional supplies and materials fees for non-complementary courses.

This agenda item was postponed from the February 11, 2014 Board Meeting. Mr. Perry provided cost information to the Trustees to allow the Board to have further discussion.

(Original Motion) That the Instructional Supplies and Materials Fees for the 2014-2015 school year remain at the current 2013-2014 rates, as follows:

- ⇒ \$40 per student for students enrolled in Grades 1 through 6;
- ⇒ \$50 per student for students enrolled in Grades 7 through 9;
- ⇒ \$70 per student for students enrolled in Grades 10 through 12;
- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

Trustee Ratcliffe requested her vote be recorded on the original motion.

(Motion to Amend) Trustee Scherger moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year are set of \$50 per student for students enrolled in Grades 1 through 12, and;

- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

(Motion to Postpone) Trustee Yagos moved that the Board of Trustees table Item E.2 - Instructional Supplies and Materials Fees until the March 11, 2014 Board Meeting.

Chair Ratcliffe removed herself from chairing this item and Associate Superintendent Jeff Perry replaced her by chairing this item. Discussion took place.

13-087

Trustee Toone moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year are set as follows:

- ⇒ \$20 per student for students enrolled in Kindergarten;
- ⇒ \$50 per student for students enrolled in Grades 1 through 12, and;
- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

Defeated

13-088

(Motion to Amend Original Motion) Trustee Scherger moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year are set at \$50 per student for students enrolled in Grades 1 through 12, and;

- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

Carried

Trustee Yagos requested her vote be recorded and was opposed to the motion to amend.

13-089

(Original Motion) Trustee Yagos moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year remain at the current 2013-2014 rates, as follows:

- ⇒ \$40 per student for students enrolled in Grades 1 through 6;
- ⇒ \$50 per student for students enrolled in Grades 7 through 9;
- ⇒ \$70 per student for students enrolled in Grades 10 through 12;
- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;
- ⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

Defeated

Martha Ratcliffe requested her vote be recorded and was opposed to this motion.

13-090

Trustee Yagos moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year remain at the current 2013-2014 rates, with the understanding they are reviewed in the fall, as follows:

- ⇒ \$40 per student for students enrolled in Grades 1 through 6;
- ⇒ \$50 per student for students enrolled in Grades 7 through 9;
- ⇒ \$70 per student for students enrolled in Grades 10 through 12;
- ⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;

⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year.

Defeated

13-091

Trustee Ratcliffe moved that the Instructional Supplies and Materials Fees be eliminated for the 2014-2015 school year.

Defeated

Trustee Yagos requested her vote be recorded and was opposed to the above motion.

13-092

Trustee Toone moved that the Instructional Supplies and Materials Fees for the 2014-2015 school year are set at \$50 per student for students enrolled in Grades 1 through 12, and;

⇒ and a \$10 per student Divisional Technology Fee for students enrolled in Grades 1 through 12;

⇒ and that the School Principal be allowed the option of charging a refundable deposit per student per year, and

this motion will be taken back to School Council and Admin Council for further input and will be brought back to the board meeting for approval at the May meeting.

Carried

Associate Superintendent Jeff Perry turned the meeting back to Chair Ratcliffe.

The meeting adjourned for lunch at 1247 hours and was brought back to order at 1300 hours.

Jeff Perry left the meeting during the lunch break.

F. Discussion Items

F.1 Curriculum Redesign Up-Date

Kathy Olmstead, Associate Superintendent of Learning Services reviewed the latest work on the Curriculum Redesign project. The successful vendors for work in curriculum redesign were formally announced on February 19, 2014 and Livingstone Range School Division is participating in the project headed up by the Calgary Board of Education. The initiative of the redesign is to focus on literacy, numeracy and 21st competencies such as critical thinking and problem solving. Students will continue to learn essential subjects like math, reading and writing but they need to be better equipped to think critically and apply knowledge to real-life situations. Ms. Olmstead led the Trustees through an organizational visual showing how the process will work.

Trustee McKee left the meeting at 1340 hours.

F.2 Transportation Safety

Trustee Scherger reviewed concerns as pointed out in a recent meeting held by the Town of Pincher Creek in which representatives from all schools and bus drivers in the area attended. In conjunction with the Town of Pincher Creek, LRSD is seeking solutions to transportation concerns and to ensure that student safety remains a high priority. Livingstone Range School Division is currently setting up a *Bus and Transportation Safety Campaign* which will roll out the end of April. The Town of Pincher Creek will hold another meeting on June 4, 2014.

F.3 Public Engagement

Superintendent Dave Driscoll reviewed the ThoughtStream tool process in moving forward with Board Policy 2, Collaborate with Community Partners to Meet Mutual

Needs. Mr. Driscoll reported that the principals have been briefed at the recent Admin Council meeting and the questionnaire will be set up to review three specific questions:

- 1) What are your areas of concern?
- 2) What are we doing right?
- 3) What are the skills and competency students of tomorrow will need?

The process will be advertised in local papers and will roll out at the end of April, 2014.

F.4 Monthly Financial Update

Connie Bonetti, Director of Finance joined the meeting at 1400 hours to review the monthly financial update for the period ended February 28, 2014. This represents the completion of approximately 60% of the 2013-2014 school year and 50% of the fiscal year. Ms. Bonetti left the meeting at 1406 hours.

G. Information Items

G.1 Budget Information Session - Budget Approval Process

See E.2

G.2 Fort Macleod Modernization Project

Superintendent Driscoll presented an update on the Fort Macleod Modernization Project. Mr. Driscoll reported that meetings have taken place with all the staff at Fort Macleod and student consultations will be taking place shortly so we can hear from them on things they would like to see in the modernized buildings. The RTF will close in a couple of days and should know shortly who the architect will be. Communications on the project are posted on our and school websites and there is an email set up the website to direct any questions to us.

H. Reports

H.1 Central Office Senior Management Reports

- a) Superintendent Report
Dave Driscoll distributed his report and spoke on events and meetings he has attended since the February Board Meeting. Some highlights included the Inspiring Education Symposium, School AERR visits, Technology for Leaders Conference; Career Transition Meeting, the Canyon School Math Fair, Round Table Meetings with Fort Macleod staff and the First Nations Education Council Meeting.
- b) Associate Superintendent - Administrative Services
Darryl Seguin reviewed highlights in his report, some of which included attending the Alberta Rural Education Symposium and the Curriculum Prototyping Meeting. Mr. Seguin participated in classroom observations / evaluations, interviewed for the Facility Manager, attended annual school visits with staff, attended the Wildrose Party meeting with the Board and Senior Manager and mapped out the Evergreening Plan for 2014-18.
- c) Associate Superintendent - Business Services
Jeff Perry's report was distributed and some of the highlights included Fort Macleod Schools Modernization meetings and submitting the Request for Proposal for Consultation Services; 2014-15 Budget Preparation, AERR School Visits, Labour Relations follow-up, as well as interviews for the Coordinator of Facilities.
- d) Associate Superintendent - Learning Services
Kathy Olmstead distributed and spoke on highlights of her report of which some included work on the Curriculum Redesign, Wellness Committee, Crowsnest Pass Youth and the World of Work, JT Foster Positive Behaviour Policy work,

Transforming Education, First Nation Education Council and participation on the ATA Blue Ribbon Panel on Inclusive Education.

H.2 Chair's Report

Chair Ratcliffe distributed correspondence she has received from Alberta Education and spoke on events and meetings she has attended which included; meeting with D. Smith, P. Stier and B. McAlister; GR Davis, launch of 1 Book, 1 School; Rural Symposium in Canmore; Budget teleconference with Mr. Johnson.

H.3 Professional Learning Sharing.

Chair Ratcliffe asked the trustees to report on the most impressive session they attended at the recent Rural Education Symposium in Canmore.

Trustee Toone: Local Volunteer Fire Department and Your School

Trustee Scherger: Rural Education Downunder - Issues & Approaches in Rural Australia, and Mennonite & Hutterite Education in the Public System

Trustee Hodges: Partnership for Experiential Education

Trustee Yagos: Supporting Mental Health of all Students in Schools, and Social Media

Trustee Decoux: Using the Olweus Program to Build a Safe, Caring and Supportive Learning Community

H.4 Committee Reports

Standing Committees

a) Awards Committee

⇒ Will be meeting on March 19th to review the Edwin Parr nominations.

⇒ LRSD has received a bursary in the amount of \$2,000 per year from the Community Foundation of Lethbridge and Southwestern Alberta. This bursary, the Livingstone Macleod Association Bursary Fund, is specific for students entering the trades. Administration of this bursary is currently being worked out.

b) Professional Learning Committee

⇒ Board Communication Workshop with ASBA:

March 17th, 9:30-4:00 Ramada, Pincher Creek

⇒ Trustees reviewed the March Professional Learning summary

c) Policy Review Committee

⇒ Review of Board Policy 19: Religious Instruction, Exercises and Activities. The policy will now be taken to Admin Council April 1 and Regional School Council on April 7 for input and will be brought back to the Board for approval.

External Committee

a) First Nation Metis, Inuit and LRSD Working Committee

Meetings have been set as follows (commencing with lunch):

⇒ March 24th: Peigan Board, FPW PD Room, 12:00 noon

⇒ March 25th: Kainai Board, FPW PD Room, 12:00 noon

b) ATA Executive and LRSD Liaison Committee will meet in May

Board Representatives

a) ASBA Zone 6 Representation; Trustee Hodges reported they will be reviewing the new handbook at the meeting tomorrow, meeting at Lethbridge SD No. 51

b) Alberta SouthWest Regional Alliance. Chair Ratcliffe spoke on the meeting held March 5. An Idea was discussed to prepare a proposal to add our schools to their website. The next meeting will be held in Nanton on April 1. An invitation was extended for the Superintendent to attend the meeting on June 4.

- c) First Nation Education Council
 - ⇒ Meeting was held at Walshe Crossroads Campus on February 13, 2014.
 - ⇒ LRSD First Nation student data was shared and discussed with council members. The importance of working together to ensure student achievement was agreed to be crucial.
 - ⇒ Early Childhood Intervention: Discussion on the importance of schools helping families' support early learning.
 - ⇒ Fort Macleod Modernizations: FN Education council members to review the architect designs of the schools to ensure Blackfoot perspective. LRSD Central office staff has been invited to tour Kainai and Peigan schools.
 - ⇒ PBOE – Developing a Mentorship Program for youth.
 - ⇒ Grades 7-12 FN Staff Student Summit is being planned for April 10, 2014
 - ⇒ Discussion on TOR's to determine if FN Staff should be attending the Education Council Meetings.
 - ⇒ Next meeting will be May 8, 2014.

H.5 Work List Review for April

- ⇒ Submission of Edwin Parr Teacher Nomination to Zone VI (*Due March 21 '14*)
- ⇒ Celebrate "Education Week" - May 5-9, We Are Teachers
- ⇒ Lloyd Cavers Scholarship Notification to Schools
- ⇒ Notice to schools for Enmax Science Scholarship
- ⇒ Notice to schools for Emerging Artists Gala
- ⇒ Discuss and submit proposed policies and directives for action issues to Zone 6
- ⇒ Alberta School Council Association Annual Conference/Meeting
- ⇒ Review emergent themes from school visits
- ⇒ Regional Student Council (*April 03 '14*)
- ⇒ *Added: Regional School Council (April 7 '14)*

H.6 Celebrations

Trustee Scherger: Canyon School has embarked on the Leader in Me Program. Currently the school is focusing on Habits 4, 5 and 6. Canyon also continues to partner with community members to assist or lead their Friday breakout sessions. Student leadership, creativity, collaboration and innovation are alive and well in our schools!

Trustee Yagos: Horace Allen and Isabelle Sellon schools are participating in One Book, Two Schools reading the book *Frindle*. Pharmasave is building Asset #7 "Community Values Youth" by advertising *Frindle* for sale at their front counter.

Trustee Toone: All Schools in Ward 1 participated in Pink Shirt Day, the anti-bullying campaign in schools on February 26.

H.7 Key Messages

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

- 1) CUPE Memorandum of Agreement
- 2) LRSD Transportation & Safety Campaign
- 3) ThoughtStream - Public Engagement

I. Adjournment

13-093

Trustee Toone moved the meeting be adjourned at 1520 hours.

Carried

Chairman

Secretary-Treasurer