

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, January 14, 2014 at 0945 hours. Following are the minutes from the meeting.

A fifteen minute meet and greet was held with Claresholm Town Council prior to the start of the Board Meeting.

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

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

Chad Kuzyk, Mike Mahaffy and the delegation from the Town of Claresholm were present in the Boardroom at 9:30 am.

A. Call to Order

Chair Ratcliffe called the meeting to order at 0946 hours.

B. Additions / Changes to the Agenda

13-060 Trustee Yagos moved that the January 14, 2014 Agenda be approved by the Board of Trustees as presented.

Carried

C. Adoption of Minutes

13-061 Trustee Hodges moved that the minutes from the December 10, 2013 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

D. Delegation

D.1 Claresholm Elementary School

Mayor Rob Steel, CAO Kris Holbeck and Jeff Gibeau, Manager of Regulatory and Property Services, as well as several other members of Claresholm Town Council, attended the meeting to advise the Board of Trustees of their continued interest in potentially taking over the Claresholm Elementary School Site and Facility. Mayor Steel informed the Board of the process they are currently undergoing to investigate costs associated with architecture designs and renovations required in order to make an informed decision.

Jeff Perry, Associate Superintendent of Business Services and Mike Mahaffy, Coordinator of Facilities notified the delegation of potential limitations: 1) At the request of West Meadows School Administration and School Council, we are currently looking at costs to relocate the playground to West Meadow Elementary School as the playground purchase was parent fundraising, however a cost analysis

would be completed on this issue to see if it is cost effective to move; 2) The portables are the property of the Government of Alberta and they have indicated they may need them sometime in the future, and 3) As part of the disposition of property regulated process, LRSD will be communicating to the Minister of Education a declaration that the Claresholm Elementary School facility is surplus to the Boards' needs and that the Town of Claresholm continues to hold interest in the facility but is currently going through a cost evaluation as part of their due diligence.

Chair Ratcliffe thanked the delegation for attending and offered the assistance of LRSD staff where possible.

The delegation left the meeting at 1010 hours.

E. Information

E.1 High School Re-design

Kathy Olmstead, Associate Superintendent of Learning Services presented an overview of Alberta Education's High School Re-design model and included an update of the work to date at J.T. Foster School. Ms. Olmstead reviewed Alberta Education's Ministerial Order stating this document guides the division on the work we want to achieve. The presentation highlighted Alberta Education's Strategic Framework, re-designing the high-school experience through changes in School Culture, Leadership, Pedagogy and Structures. In addition Ms. Olmstead distributed the Foundation Principles for High School Redesign. It was noted that as the current structures are not working and we are losing students as a result; it is time to move forward with the re-design.

For more information on Alberta Education High School Re-design please visit <https://ideas.education.alberta.ca/hsc/redesigning/>

Order of the following items not necessarily in order listed due to time constraints.

E.2 Board Priority One Update

As a tie-in to Providing Quality Programming in a Time of Declining Enrollment, Chad Kuzyk, Coordinator of Technology and Learning presented information on the many technology projects he is involved in: 1) Success for every student (Student Owned Devices / AB ED Learning Center Virtual School / Power School / AB On-Line Learning Consortium / Assistive Technology; 2) Quality Teaching / Leadership, and 3) Engaged and Effective Leadership (Digital Citizenship / Inspiring Education). For further information on Mr. Kuzyk's presentation please refer to <https://learning.arpck.ab.ca>.

Kathy Olmstead, Associate Superintendent of Learning Services reviewed and clarified the measures within Priority One, Provide Quality Programming in a Time of Declining Enrollment and gave an update on the progress to-date.

E.3 Board Priority Three Update

Kathy Olmstead provided an overall review on the progress made with Board Priority Three, Enhance First Nation Student Achievement.

E.4 Professional Development

Chad Kuzyk, on behalf of Darryl Seguin, Associate Superintendent of Administration Services included in his presentation on Technology and Learning the professional development opportunities for teachers in technology taking place in Livingstone Range School Division. These sessions are facilitated by Chad Kuzyk, Coordinator of Technology and Learning.

Kathy Karchuk entered the Board Room at 1125 hours.

F. Presentation

F.1 Fort Macleod and Area Early Child Development Coalition

Kathy Karchuk, Coordinator of the Fort Macleod and Area Early Child Development Coalition presented information on early childhood development that has been collected in the Fort Macleod Community, as part of the Provincial Government's Early Childhood Development Mapping Project. Included with the presentation was the question, what can LRSD do, which included, 1) measure school readiness, 2) identify risk areas, 3) implement initiatives and programs from nursery to kindergarten, 4) establish a link between school and home and 5) collaborate with child care directors. Ms. Karchuk showed a short video, Building Better Brains.

A lunch break was held at 1200 hours and the meeting was called back to order at 1230 hours. Kathy Karchuk left the meeting at 1230 hours.

G. 2014-2015 Budget Calendar

G.1 Jeff Perry, Associate Superintendent of Business Services reviewed the proposed budget calendar for the 2014-2015 school year budget with the Trustees.

G.2 Monthly Financial Update

Jeff Perry reviewed the monthly financial update for the period ended December 31, 2013. This represents the completion of approximately 40% of the 2013-2014 school year and 33% of the fiscal year.

H. Reports

H.1 Central Office Senior Management Reports

a) Superintendent Report

Superintendent Driscoll, due to the challenging weather we've had, thanked the bus drivers and staff for ensuring students arrive safely to school each day. He distributed and spoke on events he has been involved in since the last Board Meeting which included Lethbridge College's pilot project for Health Care Aid Certificate Program, International Education, Finland Alberta Project, Planning Meeting to review Board Priorities, 'Tell Them From Me' webinar, Webinar on new SRB software and Disaster Recovery Planning Session. To view Mr. Driscoll's report please refer to our website at:

<http://www.lrsd.ab.ca/board/agenda/Superintendent%20Highlights/Superintendent's%20Reports%202013-2014/Jan%20'14%20Super%20Report.pdf>

b) Associate Superintendent - Administrative Services

Associate Superintendent Seguin distributed and spoke on his monthly report. Items included attending both an ATA and CUPE negotiation meeting, CASSIX Summer Conference Planning Meeting, Classroom Observations in two schools, various staffing matters, and exploring an automated substitute dispatch system and online application system.

c) Associate Superintendent - Business Services

Associate Superintendent Perry's report included handling the transportation responsibilities while covering vacation leave, ATA Negotiation Meeting, CUPE Negotiation Meeting, meeting with Fort Macleod Historical Association in regards to Walshe Crossroads Campus, as well as working on many financial reports and submissions and preparations for upcoming items.

d) Associate Superintendent - Learning Services

Associate Superintendent Olmstead distributed and spoke on highlights since the last Board Meeting. Highlights included First Nation Programming, Regional Collaborative Service Delivery Governance Committee meetings, Curriculum Redesign/High School Redesign/Technology Framework meetings, and JT Foster School Positive Behaviour Policy meetings. Ms. Olmstead also participated in the evaluation of genocide project presentations of Social Studies 20 students at Crowsnest Consolidated High School.

H.2 Chair's Report

Chair Ratcliffe spoke on events she has attended since the last meeting. These included attending Christmas Concerts as well as the annual handing out of candy canes at the Colony Schools. Additionally, as Chair, she attended the ASBA Zone 6 Meeting held at Holy Spirit on January 8, 2014 and also attended the Professional Development Committee Meeting. Chair Ratcliffe briefed the Board on upcoming events.

H.3 Professional Learning Sharing

There was nothing to report.

H.4 Committee Reports

Chairs of the following committees reported on the following:

Standing Committees

a) Awards Committee

Nothing to report.

b) Professional Learning Committee

Trustee Scherger reviewed the minutes from the meeting held on January 6, 2014. Discussion on a proposed workshop on Communication to be held in Pincher Creek took place. Two dates were proposed, March 17th or 24th. Trustee Scherger will pursue this further. The Trustee Professional Learning Opportunities were reviewed.

13-062

Trustee Decoux moved that Trustees Yagos and Hodges attend the AUMA: Come Together Alberta Conference in Calgary February 6-7, 2014.

Carried

c) Policy Review Committee

Trustee Yagos reviewed the minutes from their meeting held on December 16, 2013 and discussed a new policy developed which is under review. Work on Board Policy 9 will take place and submitted at the February Board Meeting for approval.

Additionally, Trustee Yagos informed the Trustees that written minutes or record of decisions for all Committee Meetings are to be distributed to all Trustees in the Board Package. Board Representatives are to submit a brief written summary of meetings attended.

External Committee

a) First Nation Metis, Inuit and LRSD Working Committee

Nothing to report.

b) ATA Executive and LRSD Liaison Committee

Chair Ratcliffe reported the next meeting will be held February 4. Trustee Decoux will not be able to attend this meeting.

Board Representatives

- a) ASBA Zone 6 Representation
Trustee Hodges reported she attended both the Executive and General Meeting since the last Board Meeting and reported on items discussed. The next general meeting will be held March 12, 2014 at Lethbridge Public and the next Executive Meeting will be held February 12, 2014.
- b) Alberta SouthWest Regional Alliance
Trustee Yagos reported the next meeting will be in February.
- c) First Nation Education Council
Trustee Hodges noted the next meeting will be held February 13, 2014.

H.5 Work List Review

Chair Ratcliffe reviewed the work list for the month of February. These items included:

- ⇒ Fiscal Monitoring Report
- ⇒ Review Instructional Materials Fees
- ⇒ Review Projected Enrollment Data
- ⇒ Meeting with MLA

H.6 Celebrations

- 1) Acknowledgement of teachers in the Bridge to Teaching program.
- 2) Appreciation of the Art Display at Central Office.

H.7 Key Messages

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

- 1) Priority One, Provide Quality Programming in a Time of Declining Enrollment update.
- 2) Fort Macleod and Area Early Child Development Coalition presentation by Kathy Karchuk.
- 3) Town of Claresholms' interest in purchasing Claresholm Elementary School.

Dave Driscoll, Superintendent announced to the Board of Trustees the appointment of Dave Adams, the new Principal of Willow Creek Composite High School in Claresholm.

I. In Camera

13-063 Trustee Hodges moved that the meeting go in-camera at 1443 hours. **Carried**

13-064 Trustee Hodges moved the meeting revert to regular session at 1525 hours. **Carried**

J. Adjournment

13-065 Trustee Decoux moved the meeting be adjourned at 1525 hours. **Carried**

Chairman

Secretary-Treasurer