

Livingstone Range School Division #68

Acting Superintendent Report

2017-2018 School Year



Darryl Seguin

For the Month of: January, 2018

Highlights

Functions & Meetings

- Town of Fort Macleod Administrative monthly meeting - re: Shared Admin. Building at G.R. Davis
- Admin Council meeting
- Interdepartmental meetings (facilities, tech, transportation-main topics of discussion)
- International students programming meeting #3
- School Tours and meeting with Education Manager South Services Branch (WMES, WCCHS, Granum, WAD, FPW). Discussed AERR & 3 Yr. Plan.
- Admin. Council meeting at HAS
- Committee of the Whole meeting
- Sr. Team school visits (WCCHS, WMES, LIV, HAS, ISS, CCHS, COL)
- LRSD Negotiation Committee meeting
- Leader2Leader Steering Committee met and is on track to plan Administrator professional development for the remainder of the year focusing on effective collaborative structures.
- ATA/Board Liaison Meeting: Discussed Art Gala and Dual Credit opportunities
- Attended FP Walshe Christmas Talent Show at the Empress Theatre
- Draft Safety Handbook Section 4 meeting
- Building Collaboration and Capacity in Education teleconference. Phase 2 of this grant funding available. It's now called IFNE or Innovation in First Nations Education. LRSD will be submitting an application focusing on Early Learning and exploring Student Centred Supports.
- Alberta Research Network grant available. LRSD will be submitting an application focused on increasing the confidence of students in Jr. High mathematics classrooms.
- Complex Needs Student programming meeting with Chinook's Edge School Division. Sharing of resources and ideas.

Key Areas for Next Month

- Ongoing Administrator Evaluations
- Admin. Council meeting
- Inter-department meeting
- Committee of the Whole
- Administrative Procedure Review meeting
- School Visits (CAN, MHHS)
- Instructional Allocation Formula Review meeting
- Canyon Assembly 1Book4Schools
- New Employment Standards webinar
- Attendance at JT Foster and CCHS Staff meetings
- Regional School Council meeting
- Education Services Agreement meeting with Kainai Board of Education
- Teacher Convention

Livingstone Range School Division #69
Deputy Superintendent Report
2017-2018 School Year



Ken Sampson

For the Month of: January, 2018

Highlights

- ❖ Meetings
 - Dec. 20th - International Education Team (internal) meeting
 - Jan. 8th - Interdepartmental Meeting
 - Jan. 9th - Admin Council - hosted by Horace Allen School
 - Jan. 12th - Leader to Leader Steering Committee meeting
- ❖ Professional Development
 - Teacher-2-Teacher Program Professional Development for first year teachers
- ❖ Other
 - Continuation of School Visits to discuss school plans and analyze school data to inform school improvement
 - Attendance at various school concerts and Christmas celebration
 - Ongoing teacher observations for those with Probationary Contracts
 - Interviewing of prospective teachers to the division
 - Visit from Alberta Education - touring some of our schools and reviewing of our AERR and Three-Year Education Plan

Key Areas for Next Month

- ❖ Administrative Procedure Review Committee Meeting
- ❖ Family School Liaison Counsellor Case Consultation meeting
- ❖ Continued School Visits throughout the Division
- ❖ Ongoing meetings with administrators regarding staffing needs for 2018-19
- ❖ Facilitating the return to home of some of our international students
- ❖ Education Career Fairs at University of Alberta and University of Calgary (Jan. 29 & 31)
- ❖ RCSD Executive Team meetings both in the Southwest and Bow River
- ❖ Admin Council hosted by WMES
- ❖ CASSIX Winter meeting
- ❖ Teacher-2-Teacher Meeting (Day 2 of 7-Habits Training for first year teachers)
- ❖ BCCE - Education Service Agreement meeting with KBE and 3 other jurisdictions
- ❖ Learning Support Teacher and Complex Case meetings
- ❖ Teacher Evaluations and preparing for the LRSD Edwin Parr nominee

Livingstone Range School Division #68

Business Services Report

2017-2018 School Year



Jeff Perry, Associate Superintendent of Business Services

Board Meeting: January 22, 2018

Highlights

- ❖ Capital Planning and Facilities
 - GRD Administration Building
 - Committee Meeting
 - Site Meeting
 - Current work: Mechanical, Framing, and Boarding
 - See update on website
- ❖ Labour Relations:
 - Met with Committee for further preparations
- ❖ Health and Safety
 - Health and Safety Manual Review
 - Section 4 shared with Admin Council
 - Training sent out to Administrators and Senior Managers
 - Incident Reporting active and ongoing
- ❖ Communications
 - Concerns over future Transportation Shop
 - Update to GRD Administration Building
- ❖ Other Meetings:
 - Board Remuneration Structure Meeting
 - Finance Department Planning Meeting
 - BMO Nesbitt Burns Meeting (Banking)
 - Aquaponics Greenhouse Meeting
 - New IMR requirements
 - Land Titles Adjustments
 - Senior Administration Leadership Team Meetings
 - January Admin Council Meeting
 - FACES update
 - GR Davis Modernization
 - Superintendent Search
 - Inter Departmental Meeting
- ❖ Personnel Meetings with Finance/Payroll/Transportation/Maintenance

Key Areas for Next Month

- ❖ International Program Meeting
- ❖ Health and Safety Meeting
- ❖ Budget Update
- ❖ Pincher Creek Day Care