



Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division No. 68 was held on November 13, 2019 commencing at 1300 hours at the LRSD No.68 Central Office, G.R. Davis Administrative Building, Fort Macleod, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Lori Hodges, Jim Burdett, Lacey Poytress, Brad Toone, John McKee, Clara Yagos and Greg Long

Darryl Seguin, Superintendent
Jeff Perry, Associate Superintendent, Business Services
Chad Kuzyk, Associate Superintendent, Curriculum & Innovation
Nikki Lytwyn, Executive Assistant

Frank McTighe, Fort Macleod Gazette entered at 1255 hours.
Lynda McGrattan-Wenlock – ATA Representative entered matting at 1255 hours.

A. Call to Order

Chair Hodges called the meeting to order at 1300 hours.

A.1 Acknowledgement of Land – L. Poytress

B. Consent Agenda

19-057 Trustee Long moved that the consent agenda be adopted as presented.

C. Emergent Changes to the Agenda

Item F.7 – Professional Learning – Change presenters name from L. Poytress to C. Yagos and J. Burdett – (C. Yagos)

Item F.8 – IMR – tabled until next Board meeting Nov 27 – (L. Hodges)

Item F.8 – Town of Claresholm – Transfer of Land for the childcare Facility – (J. Perry)

Item G.3 – Regional council of Student Leaders – table until Nov 27 or Dec 11 - (L. Hodges)

19-058 Trustee Yagos moved that the November 13, 2019 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

D. Declaration of Conflict of Interest

19-059 The Board of Trustees were asked to declare if they have any conflicts of interests relating to agenda items from the November 13, 2019 Board Meeting and if so should declare them.

None Declared

E. Discussion Items

E.1 Christmas Activities

The Board of Trustees discussed upcoming Christmas events including school concert schedule, central office staff lunch and colony school visits.

E.2 Budget

J. Perry

Jeff Perry, Associate Superintendent, Business Services presented information on the Provincial budget announcement. The following areas were impacted by the Provincial budget announcement and other information received recently:

- 1) The Budget Announcement saw the removal of three grants - Class Size Grant (1,342,890), Funding in place of school fees (129,000), Classroom Improvement Grant (471,000). In its place a onetime transitional grant was introduced which provided \$356 per full time equivalent (FTE) student for \$1,152,906. The net impact was a decrease in funding of \$790,000
- 2) The Board had anticipated and prepared in the spring for this type of budget and along with the increase of 83.25 FTE students from projections the net impact was a positive \$200,000.
- 3) Unfortunately, we also received the news that our liability and property insurance premiums would be going up significantly (30% and 274% respectively) due to the many fires, floods and other claims over the past few years. This increase would result in a \$540,000 increase to our costs.
- 4) The net result is that the Board will increase the planned deficit and use of reserves by \$340,000. The final LRSD budget update will come out at the end of November.

19-060

Trustee Toone moved that the Board of Trustees draft a letter to ASBA and ASBIE regarding the Board's concerns with the increase in insurance.

Carried

E.3 Student Engagement

In response to the November 14, 2018 motion 18-053 *"Trustee McKee moved that the Board of Trustees create a Student Enrollment Ad-Hoc Committee to engage community conversations around student engagement and enrollment to commence November 14 or formation of committee until September 2019."* Darryl Seguin, Superintendent reviewed the Student Engagement Activities and Timeline Summary with the Board of Trustees.

E.4 Superintendent Report

Superintendent monthly report was removed from the consent agenda. Darryl Seguin, Superintendent gave more information to the Board of Trustees regarding the Teacher 2 Teacher – 7 Habits, Leader 2 Leader, Board/CEO Evaluations, FPW Acting Principal and My Kidis Never in School article.

Welcome to the ATA Rep – Lynda McGrattan-Wenlock

F. Action Items

F.1 Advocacy

Advocacy is a key role of the trustees, especially with the current political climate in Alberta and Canada as a whole. It is important that the Board is strategic and timely in the advocacy work it engages in. This is an area of high priority that was highlighted in our last month's Board evaluation. To help facilitate this work the Board created a committee to gather the information, develop a plan, and present it for approval.

19-061

Trustee Toone moved that the Board of Trustees create an Advocacy Committee consisting of two Trustees, the Chair as ex officio and Superintendent or designate. The purpose of the committee is to target specific areas of need for advocacy and bring information back to the Board for approval.

Carried

19-062 Trustee Toone moved that the Board appoint Chad Kuzyk and Jeff Perry as ballot counters.

Carried

The new members of the Advocacy Committee are Trustee Yagos and Trustee Poytress, with the Chair being ex officio and the superintendent or designate.

19-063 Trustee Long moved that the Board of Trustee destroy the ballots.

Carried

F.2 Superintendent Evaluation

19-064 Trustee Yagos moved that the Board approve the Superintendent evaluation report as developed during the evaluation workshop of October 23, 2019 as an accurate accounting of the Superintendent's performance for the period September 1, 2018 to August 31, 2019; and further, that the Board authorize the Chair to make any required technical edits and to sign the report on the Board's behalf.

Carried

F.3 Board of Trustees Self-Evaluation

19-065 Trustee Poytress moved that the Board approve the Board self-evaluation report as developed at the facilitated workshop of October 23, 2019 and that the Board Chair be authorized to monitor the areas of emphasis and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.

Carried

F.4 Wisdom & Guidance Council Update

Trustee Poytress provided a proposed update to the BP 10 – Board Representation LRSD Wisdom and Guidance Council Purpose.” *To support, enhance, and increase school success of the First Nation, Metis, and Inuit learners in Livingstone Range School Division. The Wisdom and Guidance Council will represent and provide authentic voice for First Nations, Metis, and Inuit ways of knowing, of being, and of current perspective from both Kainai and Piikani to support the structures and processes of the Livingstone Range School Division.*”

19-066 Trustee McKee moved that the Board of Trustees approve the changes to BP 10 – Board Representation regarding LRSD Wisdom and Guidance Council 3.i. Purpose as presented.

Carried

Health Break was held from 14:15 hours until 1421 hours.
Chair called meeting back to order at 1421 hours.

F.5 Board Policies

All Board Policies

19-067 Trustee Yagos moved that the Board of Trustees approve changing the School Act to Education Act and remove No. 68 from all Board Policies.

Carried

Board Policy 4 - Role of the Trustee

- Under Specific Responsibilities add “The trustee of a board, as a partner in education, has the responsibility to:”

- 1. Add “section 33 of the Education Act,”
- 6. Add “Follow Board approved process for engaging parents, students and the community in matters related to education such as attending”
- 9.a.i) change “80-91 of the School Act” to “85-96 of the Education Act”
- 9.a.ii) Remove completely
- Change Legal reference from “section60, School Act to Section 33, 85-91, education Act, Reviewed November 13, 2019
- Add revised date October 2019

19-068 Trustee Long moved that the Board of Trustees approve the changes made to Board Policy 4 – *Role of the Trustee* as presented.

Carried

Board Policy 9 – Committees of the Board & 10 – Board Representatives

Proposed updates to Board Policy 9:

- Page 1 Second paragraph, second sentence add, “All committees are to report to the Board following each meeting.”
- Page 1 Sixth paragraph add “as part of the consent agenda.”
- Page 7 - Add Amendments date “November 2019”

Proposed updates for Board Policy 10:

- Page 1 first paragraph after other organizations add, “Representatives are to report to the Board following each meeting attended. Reports will be part of the consent agenda.”
- 2.iii. Add “as assigned per meeting; all trustees as alternates.
- 2.vi. Add “One of the Trustees in the ward where the meeting is held is given first preference to attend on behalf of the Board. If a trustee from the ward where the meeting is held is not available to attend, the Board will assign another trustee to attend, one trustee will be assigned as contact.”
- Page 2 – Add amended date “November 2019”

19-069 Trustee Yagos moved that the Board of Trustees approve the changes to Board Policy 9 & 10 as presented.

Carried

F.6 Meeting of the Whole Meeting Date

19-070 Trustee Poytress moved that the Board of Trustees approve moving the January 22, 2019 Meeting of the Whole meeting to January 29, 2019 to facilitate the Facilitator’s schedule.

Carried

F.7 Professional Learning

No Professional Learning approval needed at this time.

Tabled item **F.8 IMR Results & Plan**

Item tabled during emergent changes to the agenda motion 19-058. To be rescheduled until next board meeting November 27, 2019.

Added Item **F.8 Town of Claresholm – Transfer of Land for Childcare Facility**

Item added as per emergent changes to the agenda motion 19-058.

That the Board of Trustees transfer ownership of a portion of land located on West Meadows Elementary School grounds – Plan 861 0193, Lot 2, Block 1 (approximately 0.39 hectares) on 5613 8th Street West to the Town of Claresholm for one dollar subject to Ministerial approval. The Town of Claresholm will be paying for all costs related to the transfer documents and legal fees. If the Town of Claresholm ceases to use the above named transferred land for providing childcare and early learning services, the above named land will be transferred back to the Livingstone Range School Division for the sum of one dollar.

Carried

Health Break was held from 1442 hours until 1450 hours.

Jeff Perry, Associate Superintendent, Business Services exited Meeting at 1442 hours.

Chair called meeting back to order at 1450 hours.

Dr. Kate Schwarzenberger, Clinical Team Lead entered meeting at 1456 hours.

G. Success for all Learners

G.1 Accountability Pillar Presentation

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation updated the Board of Trustees regarding the annual Accountability Pillar. The Accountability Pillar uses 16 Separate Measures to evaluate our division as a whole including separate data for our individual schools. The October 2019 summary indicates that; overall our division is rated excellent in two category, good in four categories, acceptable in six categories and issues in four categories.. LRSD is pleased to report that students writing Diploma Exams and Provincial Achievement Tests in the Division are showing year-over-year improvement in exam scores. In five high school diploma exam courses, LRSD students scored higher than the provincial average. LRSD continues to focus on Literacy and Numeracy, Success for all students and Transitions in 2019-2020.

Trustee Toone requested that they add this item as another agenda Item in the New Year to keep the Board updated on the progress.

G.2 Mental Health/Counselling

Dr. Kate Schwarzenberger, Clinical Team Lead, presented to the Board of Trustees regarding Mental Health and Counselling throughout the Livingstone Range School Division. Currently the Family School Liaison Counsellor (FSLC) program supports 181 students within our division. Areas of need are dealing with anxiety (18.5%), trauma (16.7%), ADHD (9.1%), Depression (8.5%), Fetal Alcohol Spectrum Disorder (2.9%), Autism Spectrum Disorder (2.6%) and other needs (8.8%). Students are mainly seen on an as needed basis (49.7%) as the FSLC try to focus on in the moment interventions and skill building. There are students that are seen monthly (2.8%), daily (5.5%), bi-weekly (12.7%) and weekly (19.9%). The key finding from the FSLC program is that students are evenly seeking services across the grades.

Trustee Poytress exited meeting at 1534 hours.

Dr. Kate Schwarzenberger, Clinical Team Lead exited meeting at 1535 hours.

Jeff Perry, Associate Superintendent, Business Services entered meeting at 1535 hours.

Trustee Poytress entered meeting at 1535 hours.

***Tabled Item* G.3 Regional Council of Student Leaders Update**

Item tabled during emergent changes to the agenda motion 19-058.

To be rescheduled until next board meeting November 27, 2019 or December 11, 2019 – determined by Eliza Grose's availability.

Jeff Perry, Associate Superintendent, Business Services exited meeting at 1540 hours.
 Chad Kuzyk, Associate Superintendent, Curriculum and innovation exited meeting at 1541 hours to count ballots.
 Jeff Perry and Chad Kuzyk entered meeting at 1543 hours.
 Health Break was held from 1550 hours until 1600 hours.
 Jeff Perry, Associate Superintendent, Business Services exited meeting at 1550 hours.
 Marnie Davidson, ISS Principal entered meeting at 1600 hours.
 Chair called meeting back to order at 1603 hours.

G.4 PATH Planning Sessions – 3 Crowsnest Pass Schools

Horace Allen, Isabelle Sellon and Crowsnest Consolidated Schools each had a session on the PATH Planning Process. PATH is a creative planning tool which starts in the future and works backwards to an outcome of first (beginning) steps that are possible and positive. This was used to help set goals for each school. All three schools would like to reach their individual goals by June 2022. Horace Allen’s theme is LAND (Learning And Nature Discovery), Isabell Sellon’s theme is Together We Are Better and Crowsnest Consolidated High School’s theme is Be Who You Are.

All three schools are also collaborating in a community engagement project with Mount Royal University and Mr. John Taylor, Off Campus Coordinator called Schools are a Community. The project focuses on how might we create a resilient community where students are engaged and are ready for learning that happens throughout life. The project encompasses community learning in all stages of life. As the schools are in collaboration with this project, they thought that this would be a timely process to go through the PATH process in order to lay out our vision for the project.

Marnie Davidson, ISS Principal exited meeting at 1637 hours.

H. Key Messages from Today's Meeting

- 1) Budget Impact
- 2) Advocacy Committee
- 3) Accountability Pillar

NOM I. Trustee Toone brought forth a notice of motion for the November 27, 2019 Board meeting that the Board edit Board Policy 9 H) iii) Membership to include the addition of three working groups, each with a responsibly to negotiate with a current labour group. Only those individuals without a conflict of interest can serve on each specific working group.

J. In- Camera

Jeff Perry, Associate Superintendent, Business Services entered meeting at 1643 hours.

19-072 Trustee Toone moved that the Board of Trustees go in-camera at 1642 hours. **Carried**

19-073 Trustee Toone moved that the Board of Trustees revert the meeting back to the regular board meeting at 1753 hours. **Carried**

J. Adjournment

19-074 Trustee Poytress moved that the Board of Trustees vote in favour of the meeting being adjourned at 1753 hours. **Carried**

Chairman

Secretary-Treasurer