

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

The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, February 27, 2018 commencing at 0900 hours at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

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

Darryl Seguin, Acting Superintendent
Jeff Perry, Associate Superintendent - Business Services
Ken Sampson, Associate Superintendent - Administration, Programs & Services
Olwyn Buckland, Executive Assistant

A. Call to Order

Chair Toone called the meeting to order at 0920 hours.

B. Emergent Changes to the Agenda

(Note: changes to the agenda were made after the in-camera session.)

H.3 Offer of Employment (Chair)

17-122

Trustee Toone moved that the February 27, 2018 Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

C. Declaration of Conflict of Interest

Board members were asked to declare if they had any conflicts of interest relating to agenda items for the meeting, and if so that they should declare them.

None Declared

D. In-Camera

17-123

Trustee Yagos moved that the Board of Trustees go in-camera at 0920 hours.

Carried

17-124

Trustee Burdett moved that the Board of Trustees revert to regular session at 1145 hours.

Carried

D.1 Land, Labour and Legal

A lunch break was held at 1140 hours and the meeting was called back to order at 1210 hours.

The delegation from F.P. Walshe entered the board room at 1210 hours.

E. School Presentations

E.1 F.P. Walshe Student Presentation

Several students from F.P. Walshe School in Fort Macleod attended the Board Meeting. Chelsie Harris and Logan Markland gave a presentation on Culinary Arts. Along with pictures of the new kitchen at the school, they spoke on: modules and daily

specials, the two groups that make up this class; menu planning, and; crews (cooking and cleaning). They noted how fortunate they are to have Blair Yanke, a red seal chef who instructs and guides them in this course.

Mr. Orr's Grade 9 Students Payton Van Driesten, Joyce Holwerda, Sydney Perry, Courtney Ross and Amy Craig described some CTS Shop Projects they have worked on in semester one. Their projects included a chicken coop duplex and a playhouse. Students gave a presentation showing pictures of the work they have done which includes, working with various carpentry saws, making precise measurements, wiring, framing, installing windows and shingling. They noted they would highly recommend this class to everyone.

Mr. Orr spoke on, and presented, Math 10-20/3 related shop projects that blends math with shop that students have worked on, creating shapes, figuring angles and cutting so projects fit perfectly. These steps include studying trigonometry and parathions angles. It was noted the practicality of math for building real life opportunities.

E.2 F.P. Walshe School AERR

Sterling Paiha, Principal of F.P. Walshe School presented the school's Annual Education Results and Three Year Plan to the Board of Trustees. Mr. Paiha reviewed the Accountability Pillar, PAT and DIP results. Of note, Mr. Paiha described the newly introduced team teaching taking place to work on areas with issues which is already seeing results. Additionally Mr. Paiha reviewed work taking place with the FNMI and noted they are seeing good things happening. F.P. Walshe has introduced an Elder in Residence Program to promote first nations, to enable students to feel more confidence and promote culture working with teachers. Mr. Paiha also reviewed the schools survey results, school goals trends and celebrations. To view F.P. Walshe Schools AERR please use this link.

<http://www.fpwalsheschool.ca/documents/general/AERR%202017.pdf>

Students and staff from F.P. Walshe School left the meeting 1332 hours. A break was held and the meeting was called back to order at 1338 hours.

F. Moment of Silence

A Moment of Silence was held in memory of Maryn Christensen, our grade 6 student from Canyon School who sadly passed away on February 13, 2018 at the age of eleven years.

G. Adoption of Minutes

17-125

Trustee Poytress moved that the minutes from the January 22, 2018 Regular Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

H. Action Items

H.1 LRSD No. 68 Fact Sheet on Reserves

The LRSD Fact Sheet on Reserves is the document that provides a summary and context on the financial reserves held by the Livingstone Range School Division No. 68 and where they have been designated to. This document is reviewed on an annual basis after the completion of the Audited Financial Statements. Associate Superintendent, Business Services, Jeff Perry reviewed the document with the Board of Trustees.

17-126 Trustee Hodges moved that the Board of Trustees approve the LRSD Fact Sheet on Reserves based on the August 31, 2017 Audited Financial Statements. **Carried**

H.2 School Sponsored Ski Trips

Acting Superintendent Seguin updated the Board as to the review of the processes and administrative procedures related to school sponsored ski trips in LRSD.

17-127 Trustee Toone moved that the Board of Trustees approve the recommendation from Acting Superintendent Seguin to allow schools to continue to follow Administrative Procedures having school sponsored ski trips in the future. **Carried**

H.3 Offer of Employment

17-128 Trustee Toone moved that the Board of Trustees make an offer of employment for the position of Superintendent of Schools / CEO of Livingstone Range School Division No. 68 to candidate #9, conditional on receipt of ministerial approval, mutual agreement on a contract of employment, and a criminal record check and a child intervention record check both satisfactory to the Board. **Carried**

I. Discussion Items

I.1 Monthly Financial Update

Jeff Perry, Associate Superintendent of Business Services reviewed the Monthly Financial Update for the period ended January 31, 2018. This represents the completion of approximately 50% of the 2017-2018 school year and 42% of the fiscal year.

I.2 Central Office Open House *J. Perry*

Associate Superintendent Jeff Perry provided the Board with an update on the open house at the current central office building in Claresholm which is scheduled to take place on March 20, 2018. Details include:

- ⇒ Meeting with the Town of Claresholm 5:00-5:45 pm
- ⇒ Open House 5:30-7:00 pm
- ⇒ Maintenance will be available to escort tours
- ⇒ Advertising in the local paper will take place the week of March 7th and March 14th.

I.3 LRSD Shining Star Award

At the September 19, 2017 Board Meeting Trustee Toone moved that the Board of Trustees direct the Awards Committee to develop criteria for LRSD recognition towards individuals or groups and the Awards Committee bring the criteria to the Board Meeting in November, 2017 for review. The Awards Committee, Trustees Hodges and Poytress presented a card which will be used for this award. Copies will be printed for all trustees.

I.4 Information Gathered from Superintendent Search

Zyna Taylor, Communications Coordinator provided an update to the Board on the information gathered from stakeholders during the recent Superintendent Search Survey. It was noted that results from the survey will be available to all stakeholders shortly.

J. Reports

J.1 Central Office Senior Management Reports

Superintendents' reports are located on our website under Board / Board Information. The superintendents distributed and spoke on the work they have been involved in since the last board meeting.

- a) D. Seguin, Acting Superintendent Report
- b) K. Sampson, Associate Superintendent - Administrative, Programs & Services
- c) J. Perry, Associate Superintendent - Business Services

J.2 Chair's Report

Chair Toone spoke on the work he has been involved in since the last Board Meeting. Highlights included working with ASBA on the Superintendent Search and preparation of the upcoming meeting with the Town of Claresholm and Open House on March 20, 2018. It was noted the Municipal District of Willow Creek is unable to attend on March 20th and a new date will be proposed to hold a meeting with them.

J.3 Community Updates & Celebrations (Trustees' Reports)

Trustee Long spoke on the national recognition Horace Allen School has received in regards to embracing outdoor exploration and learning, and outdoor play that involves healthy and developmentally-appropriate risk-taking.

Trustee Yagos noted that the Livingstone Ski Academy Society will be holding their Spring Fling on March 24, 2018.

Trustee Poytress spoke on participating in *1 Book - 4 Schools* at Canyon School and the involvement of the local radio station with the program.

Associate Superintendent Jeff Perry noted that Dave Adams will be the guest speaker at the Boys 2A Basketball Provincials which is being sponsored by Willow Creek Composite High School March 15-17, 2018.

J.4 Professional Learning Sharing

Trustee Poytress spoke on sessions she attended at the conference, Shaping the Future February 1-4, 2018. It was noted that all the sessions were amazing.

J.5 Committee Reports

- 1) Awards Committee
Trustee Hodges noted the Shining Star Award is underway.
- 2) Professional Learning Committee

17-129

Trustee Yagos moved that Trustees Hodges and Poytress attend the School Councils Conference April 20-22, 2018 in Edmonton.

Carried

- 3) Policy Review Committee
Trustee Yagos noted a meeting was held on February 13, 2018. Updates will be presented at the March 20, 2018 Board Meeting for approval.
- 4) ATA Executive and LRSD Liaison Committee
Trustee Long noted a dinner meeting will be held on March 19, 2018.
- 5) ASBA Zone 6 Representation
Trustee Poytress discussed taking over the 'lead' of the ASBA Zone 6 Representation. This will be discussed further at the next Board Meeting.
The next meeting will be held on March 14, 2018.
The Edwin Parr Award and Banquet has been organized for May 9, 2018.
Please remember to RSVP for General Meetings; lunches will only be provided for those noting their attendance.
- 6) Alberta SouthWest Regional Alliance
Trustee Yagos noted the last meeting was held by teleconference due to weather conditions. The next meeting will be the executive meeting so visitors are unable to attend.
- 7) Wisdom & Guidance Council

Trustees McKee and Poytress noted the last meeting was held on January 25, 2018 at Matthew Halton High School. There was a sparse attendance. LRSD protocols were discussed and will receive feedback from the Elders at the next meeting being held March 28, 2018 at Fort Macleod.

- 8) Regional School Council
Trustee Hodges noted a meeting was held on February 6, 2018 and the next meeting will be held on April 10, 2018.
- 9) Regional Council of Student Leaders
Trustee Hodges noted the next meeting will be held on March 5, 2018 at which time the Steven Covey Training will wrap up and organization of the upcoming RCSL Conference will take place.
- 10) Trustee Remuneration Committee
The next meeting will be held on March 12, 2018.
- 11) Pincher Creek Police Advisory Committee
Trustee Yagos noted the committee met on February 21, 2018 and the next meeting will be held on May 16, 2018. Superintendent Seguin, on behalf of Trustee Yagos, will speak to Principals Tara Tanner and Paul Pichurski about attending the meetings to speak on the schools. Trustee Yagos noted she was invited and will be attending the Alberta Police Governance Conference in Lacombe.
- 12) Livingstone Ski Academy Society
Trustee Yagos noted a meeting was held last night. An information open house will be held on March 28, 2018.
- 13) ASBA Rural Caucus
Trustee Toone spoke on correspondence received in regards to upcoming meetings.

J.6 Upcoming Dates

March 12, 2018 Meeting of the Whole
March 20, 2018 Regular Board Meeting
March 20, 2018 Meeting with the Town of Claresholm and the Open House

Items J.7 and J.8 were not reviewed.

J.7 Next Month Work List Items Review

J.8 Review of Attached Substantive Motions

J.9 Three Key Messages from Today's Meeting

- 1) FPW Student Presentations and FPW Annual Results and Education Plan.
- 2) Approval of the LRSD Fact Sheet on Reserves
- 3) Approval of the recommendation from Acting Superintendent Seguin to allow schools to continue to follow Administrative Procedures having school sponsored ski trips in the future.

17-130

Trustee Hodges moved to adjourn the meeting at 1535 hours.

Carried

Chairman

Secretary-Treasurer