

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

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The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, March 20, 2018 commencing at 1030 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 1030 hours.

**B. Emergent Changes to the Agenda**

**17-131** Trustee Poytress moved that the March 20, 2018 Board Meeting Agenda be approved by the Board of Trustees as presented.

**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**

**17-132** Trustee Yagos moved that the Board of Trustees go in-camera at 1032 hours.

**Carried**

**17-133** Trustee Burdett moved that the Board of Trustees revert to regular session at 1133 hours.

**Carried**

A break was held and the meeting was called back to order at 1145 hours.

**E. Adoption of Minutes**

**17-134** Trustee Poytress moved that the minutes from the February 27, 2018 Regular Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

**Carried**

**F. Action Items**

**F.1 Board Policy Updates**

The Board of Trustees Policy Committee recently met and made revisions to Board Policy 9 - Committees of the Board, Board Policy 11 - Policy Making and Board Policy 21 - Welcoming, Caring, Respectful, and Safe Learning Environment. Trustee Yagos presented these changes to the Board for their approval.

**17-135** F.1 a) Trustee Yagos moved that the Board of Trustees approve the revisions to Board Policy 9 - Committees of the Board, as amended.

*Carried*

**17-136** F.1 b) Trustee Hodges moved that the Board of Trustees approve the revisions to Board Policy 11 - Policy Making, as amended.

*Carried*

**17-137** F.1 c) Trustee Yagos moved that the Board of Trustees approve the revisions to Board Policy 21 - Welcoming, Caring, Respectful, and Safe Learning Environment, as presented.

*Carried*

## **F.2 Remuneration Committee**

Trustee Burdett spoke on the Ad-Hoc Remuneration Committee and noted that the committee felt the original motion (17-064) was restrictive in scope. The committee recommended to the Board of Trustees they create a new broader motion to allow the committee to explore all Trustee remuneration more completely.

**17-138** Trustee Burdett moved that the Board of Trustees assign the Remuneration Committee to review all Trustee remuneration including professional development.

*Carried*

A lunch break was held at 1210 hours and the meeting was called back to order at 12:45 hours.

## **F.3 Ten Year Facility Plan / Three Year Capital Plan**

Alberta Education's deadline for submission of the Ten Year Facilities Plan and the Three Year Capital Plan is April 1, 2018. Jeff Perry, Associate Superintendent of Business Services reviewed the updated proposed plan and historical reports which were used to determine the recommendation which was presented to the Board of Trustees for approval.

**17-139** Trustee Yagos moved that the Board of Trustees approve the updated Livingstone Range School Division No. 68 Ten Year Facilities Plan and Three Year Capital Plan and that they be submitted to Alberta Education by April 1, 2018.

*Carried*

## **F.4 2018-2019 Instructional Funding Allocation Formula**

2017-2018 is the second year using the current Instructional Funding Allocation Formula. The divisional committee met to discuss potential adjustments to the formula however it was determined that the recommendation to the board will be to use the current formula one more year. This will allow the formula to be utilized for two complete years prior to making any adjustments to the allocation formula and will allow for valuable feedback. Jeff Perry, Associate Superintendent of Business Services shared with the board a summary of the current formula for their approval.

**17-140** Trustee Poytress moved that the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2018-2019 school year.

*Carried*

## **G. Discussion Items**

### **G.1 Monthly Financial Update**

Jeff Perry, Associate Superintendent, Business Services reviewed the monthly financial update for the period ended February 28, 2018 which represents the completion of approximately 60% of the 2017-2018 school year and 50% of the 2017-2018 fiscal year.

## **G.2 Summary of the 2018-2019 Alberta Education Budget**

Alberta Education will present the Budget for the 2018-2019 school year on March 22, 2018. This item will be deferred to another date once the budget has been presented.

## **G.3 2018-2019 Projected Enrolment**

Associate Superintendent Jeff Perry reviewed the projected enrolment numbers for September 30, 2018 which indicates a decrease of 12 FTE from the September 30, 2017 enrollment.

## **H. Information Items**

### **H.1 PD Budget Update**

A summary of the overall costs associated with Trustee professional development undertaken this year was presented by Associate Superintendent Jeff Perry. It was noted that the \$25K budget has been spent to-date. Mr. Perry also noted that historically more is spent on professional development during the first year of a new trustee's term.

### **H.2 Budget for Regional Council of Student Leaders**

Associate Superintendent Jeff Perry presented a summary of the overall budget and expenses to date for the Regional Council of Student Leaders. It was noted that of the \$18.7K, which was obtained from the School Community Wellness Innovation Grant, \$13.4K has been used to-date. The majority of these expenses went towards the Franklin Covey Seven Habits training and leadership sessions. In addition to this grant, LRSD puts \$5K towards the council and there is additionally a \$2.4K carry over from last year.

The Regional Council of Student Leaders will hold a Student Symposium at Crowsnest Consolidated High School on Friday, April 20, 2018.

### **H.3 Superintendent Announcement**

Chair Toone spoke on the recent message from Education Minister David Eggen which indicates that he will defer decisions on superintendent appointments while his ministry conducts a compensation review. A call to the Minister's office reveals that this review may take several weeks to complete. The LRSD Board of Trustees has gathered stakeholder input, interviewed candidates and has offered employment to one of the candidates prior to the Education Minister's announcement and as such will move ahead with publicly announcing our selected candidate for Ministerial approval.

### **H.4 Edwin Parr Nomination**

Associate Superintendent Ken Sampson spoke on the Livingstone Range School Divisions 2017-2018 Edwin Parr nominee, Kendra Selk, a first year teacher at West Meadow Elementary School in Claresholm. This nomination is sponsored by the Alberta School Boards Association and is limited to eligible first year teachers.

### **H.5 LRSD WE Schools Report**

Jeff Perry, Associate Superintendent of Business Services provided a WE Schools Report for information to the Board of Trustees.

## **I. Reports**

### **I.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) Acting Superintendent Report
- b) Associate Superintendent - Administrative, Programs & Services
- c) Associate Superintendent - Business Services

### **I.2 Chair's Report**

Chair Toone spoke on correspondence he has received since the last Board Meeting; Minister of Education on the postponement of the superintendent announcement; letter and card of condolences from the Minister of Education and from Grassland School Division. Chair Toone also spoke on his communication with Mr. Jim Gibbons in regards to moving forward with the Ward Review. It was noted the review will begin its process in June with input from the Board and followed by input from the communities in the fall.

### **I.3 Community Updates & Celebrations (Trustees' Reports)**

Trustee Yagos: Livingstone School elementary culminating drama performance will take place on March 22, 2018.

Trustee Yagos: The Livingstone Ski Academy will have two groups next year, grades 4-6 with a restriction of 25 registrants and grades 7-12 with a cap of 40 students.

Trustee Hodges: F.P. Walshe will host a Cultural Fair on Friday, March 23, 2018 from 9:00-10:30 am.

Trustee Poytress: The Elder in Residence is now on site and the position is operational at F.P. Walshe School.

Trustee Yagos: The Student Leadership Group at Livingstone School is doing wonderful work for this school.

Trustee Burdett: Impressed with how Mr. Fender at W.A. Day School is making the Parent Council work; looks after requests and as such there is greater attendance at these meetings.

Associate Superintendent Perry: Congratulations to the Willow Creek Composite High School 2A Boys Basketball Team who recently won the Provincials. Also a huge thank you to everyone who made hosting this event so successful.

### **I.4 Professional Learning Sharing**

Trustees spoke on the Rural Education Symposium which took place in Edmonton this past week. Overall the sessions were good however it was noted some sessions were American oriented and not applicable to rural Alberta which was a disappointment.

### **I.5 Committee Reports**

- 1) Awards Committee: Trustee Hodges noted there was nothing to report.
- 2) Professional Learning Committee: No new sessions have been added to the report.
- 3) Policy Review Committee. Updates to Policies 9, 11 and 21 were approved today. The committee will meet again at the Meeting of the Whole.
- 4) ATA Executive and LRSD Liaison Committee: Trustee Long distributed the minutes from the meeting held March 19, 2018. Some items of discussion included Livingstone School Student Travel, Teacher Mentorship and Teacher Qualification Standards.
- 5) ASBA Zone 6 Representation: Trustee Poytress reported on the General Meeting held on March 14, 2018. She spoke on: two resolutions passed to be presented to ASBA, 1) Video Conferencing, and 2) Small school fees; ASBA Budget Videos; Charlie Fox – Indigenous Circle; Edwin Parr Banquet will be held May 9, 2018.
- 6) Alberta SouthWest Regional Alliance: Trustee Yagos distributed the March Bulletin to all trustees for review.
- 7) Wisdom & Guidance Council: Trustees Poytress and McKee noted they will be meeting March 21, 2018 at the Heritage Inn in Pincher Creek.

- 8) Regional School Council: Trustee Hodges noted the next meeting will be held on April 11, 2018.
- 9) Regional Council of Student Leaders: Trustee Hodges noted there was nothing to report at this meeting.
- 10) Trustee Remuneration Committee: Trustee Burdett spoke earlier in the meeting, Action Item F.2.
- 11) Pincher Creek Police Advisory Committee: Trustee Yagos thanked Superintendent Seguin for organizing the two Principals in Pincher Creek to attend future meetings.
- 12) Livingstone Ski Academy Society: Trustee Yagos reported there will be two groups next year, grades 4-6 and grades 7-12. Due to the difficulty in finding homestays they will limit international students to 5 for the 2018-19 school year. The Mexican Fiesta Spring Fling is on March 22, 2018 at Castle Mountain.
- 13) ASBA Rural Caucus: Trustee Yagos reported: the Director position for Health was voted on; breakout sessions on Transportation, Funding and Health with discussions from prepared information, culminating in questions from each to be asked at the Ministers' Panel Discussion.

**I.6 Upcoming Dates**

**I.7 Next Month Work List Items Review**

**I.8 Review of Distributed Substantive Motions**

**I.9 Three Key Messages from Today's Meeting**

- 1) Three Year Capital Plan / Ten Year Facility Plan
- 2) 2018-2019 Projected Enrollment and Instructional Funding Allocation Formula
- 3) FACES Presentation

The Students First Delegation entered the board room at 1520 hours.

**J. Students First Presentation**

**J.1 FACES**

Rick Bullock and Dave Orr, along with two students, Emily Toone and Andrew Hill who have attended the FACES program, attended the Board Meeting and presented information, and spoke on their experiences, in the FACES program. Mr. Bullock, the founder of the program, noted it was piloted in 1999 with a total of 6 students and has grown to an enrollment last year of 320 students with seven 12 day sessions held throughout the summer. FACES a locally developed credited LRSD course has recently been expanded to students throughout Alberta. This program impacts our youth and helps shape their future. The curriculum consists of 1) Engagement, 2) Safe Community, 3) Working Together, 4) Awareness "thought", "feeling", "action", 5) Choice, and 6) Congruence & Integrity. This program has been backed by sound research and can be summed up by 'Discovering Personal Values' and 'Growing Personal Power'.

The delegation left the meeting at 1620 hours.

**K. Adjournment**

**17-141**

Trustee Hodges moved to adjourn the meeting at 1625 hours.

**Carried**

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**Chairman**

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**Secretary-Treasurer**