



Board Meeting

Date: Tuesday, February 9, 2016
Venue: LRSD No. 68 Central Office Boardroom
5202 - 5th Street East, Claresholm, AB

Time: 9:30 am

Trustees:
Lori Hodges
John McKee
Martha Ratcliffe
Shannon Scherger
Brad Toone
Clara Yagos

Call to Order

9:30 am **A.** **Call to Order** Chair

Emergent Changes to the Agenda

9:30- 9:33 **B.** **Emergent Changes to the Agenda** Chair

Recommendation:

That the February 9, 2016 Agenda be approved by the Board of Trustees (as presented or amended).

Moved by: _____

Adoption of Minutes

9:33- 9:35 **C.** **Adoption of Minutes** Chair
(Attach)

Recommendations:

That the minutes from the January 12, 2016 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees (as presented or amended).

Moved by: _____

Action Items

D. **Action Items**

9:35- 9:40 **D.1** **Opening of New Bank Account** J. Perry

In order to open a new bank account to accept credit cards on School Cash Online, the Bank of Montreal requires a Board Motion approving the opening of this account. The account will be a chequing account with deposits going in from the Credit Card purchases made by parents and money going out to the schools for the fees that parents paid online.

Recommendations:

That the Board of Trustees approve of the opening of a new bank account to accept credit card payments on School Cash Online.

Moved by: _____

9:40-10:05 **D.2 Compensation Transparency**

S. Scherger

The Public Sector Compensation Transparency Act increases transparency by requiring the disclosure of compensation paid to a wide variety of public sector employees, appointees and others. New legislation will expand the so-called 'sunshine' list to include certain employees who work for agencies, boards, commissions, post-secondary institutions and health service entities.

School Boards are required by the School Act to disclose the compensation paid to board members, superintendents and secretary treasurers. Currently LRSD compensation is reported annually through the Division audited financial statements. Further to this level of transparency it is being proposed that compensation and expenses for all board members and the Superintendent be reported monthly at the Regular Board Meeting.

Recommendation (1):

That the Board of Trustees publicly discloses all compensation and expenses for Board Members and the LRSD Superintendent monthly at the LRSD Regular Board Meetings.

Carried _____

Recommendation (2):

That the Board of Trustees establishes through policy a standing committee with the responsibility of work as detailed below:

Purpose:

To review all compensation and expenses of Board Members and the Superintendent monthly.

Powers and Duties:

To review, on a monthly basis, all compensation and expenses of Board Members and the Superintendent;

In relation to compensation and expenses to refer any discrepancies, concerns or lack of transparency to the Board;

To recommend amendments to policy in relation to transparency of compensation.

Membership:

Three Trustees;

Associate Superintendent of Business Services.

Meetings:

Monthly as convened by the Committee Chair.

Carried _____

10:05-10:20 **D.3 Board Policy 21**
(Attach)

M. Ratcliffe

The NDP Provincial Government has mandated all Alberta School Boards put an LGBTQ policy in place by March 31, 2016. Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* has been amended to reflect the safety and well-being of LGBTQ students in Livingstone Range School Division. The policy is being presented to the Board for the first reading.

Recommendation

That the Board of Trustees approve the first reading of the amended Board Policy 21, *Welcoming, Caring, Respectful, and Safe Learning Environment* to reflect the safety and well-being of LGBTQ students in Livingstone Range School Division as presented, or amended.

Carried _____

10:20-10:30 **D.4 Board of Trustees Benefits**

B. Toone

Trustee Ratcliffe moved at the January 12, 2016 Board Meeting that the Board of Trustees table the discussion on Board Benefits and have a motion presented at the next Board Meeting.

Chair Toone had requested Mr. Perry to survey other jurisdictions to find out what benefits their Trustees receive above and beyond regular remuneration to support them in their role as Trustee, e.g., laptops, cell phones, tech allowances. Mr. Perry provided Trustees with the results of the survey.

Recommendation

That the Board of Trustees add the item of Board Benefits to the February 22-23, 2016 Board Retreat agenda in order to provide Trustees with adequate time to review the related information in greater detail.

Carried _____

10:30-10:45 **D.5 School Fees**

M. Ratcliffe / B. Toone

Based on the new Education Act regulations, we recommend creating a committee to review the school fees of the division in conjunction with administration. This would include material and instruction fees and all other site based fees, with the desire of standardizing, reducing and/or eliminating fees were possible. The committee will present the recommendations back to the Board for approval of the updated fee structure for the 2015-2016 school calendar year.

Application: This regulation applies to every board that chooses to charge school fees pursuant to Section 57 of the Act.

Establishment of Policies and Procedures: A board must establish policies and procedures respecting the charging of school fees.

Contents of Policies and Procedures: The policies and procedures established under Section 2 must, at a minimum, include the following:

- a) a requirement to consult with parents prior to setting, increasing or decreasing school fees;
- b) a requirement to demonstrate to parents the need to charge school fees;
- c) a requirement to maintain financial statements in a form set by the Minister demonstrating that the school fees collected have been spent for the same purpose for which they were collected;
- d) the circumstances in which school fees may be waived;
- e) the process a parent must follow in order to request a school fee be waived.

Recommendation

That the Board of Trustees, based on the new Education Act regulations, appoint a committee to review the school fees of the division in conjunction with administration to include material and instruction fees and all other site based fees, with the desire of standardizing, reducing and/or eliminating fees where possible. The committee will present the recommendations back to the Board for approval of the updated fee structure for the 2015-2016 school calendar year.

Presentation / Putting Students First

E. Presentations / Putting Students First

- 10:45-11:15 **E.1 Divisional Priority 3; Transitions** *C. Bazell*
(H/Out)
 Christy Bazell, Career Practitioner at Willow Creek Composite High and F.P. Walshe will provide the Board with an update of her work in helping students prepare for success after high school.
- 11:15-12:00 **E.2 F.P. Walshe School AERR Presentation** *B. Forster*
(Attach)
 Bill Forster, Principal of F.P. Walshe School will present his Annual Results Report and Three Year Plan to the Board of Trustees.

Lunch

12:00-12:40 The Board will break for lunch at 1200 hours.

Discussion

F. Discussion Items

- 12:40-12:50 **F.1 Financial Update** *J. Perry*
(Attach)
 Enclosed with the agenda is a copy of the Monthly Financial update for the period ended January 31, 2016. This represents the completion of approximately 50% of the 2015-2016 school year and 41.67% of the fiscal year.
- 12:50-13:00 **F.2 Ward 2 Local Authorities By-Election** *C. Yagos*
 At the November 10, 2015 Board Meeting a motion was passed to revisit the Ward 2 Local Authorities By-Election at a later date. Trustee Yagos will lead a discussion on further action to this by-election.

Presentation / Putting Students First, Continued

- 13:00-13:20 **E.3 Matthew Halton High School Robotics** *K. Sheen*
 Matthew Halton High School students have been engaging in some inspiring work with Robotics. Kevin Sheen, Teacher and three students, Abi Cryderman, Brooke Hammond and Alyssa Dollman will join the Board via video conference to share their accomplishments. They are using EV3 Lego kits for building the robots and using the Lego Mindstorms software for the programming. By the end of the year, most students in Grades 7-9 will have had the opportunity to have instruction in Robotics.

Information

G. Information

- 13:20-13:35 **G.1 Fort Macleod Modernization** *J. Perry*

Jeff Perry, Associate Superintendent of Business Services will give an update on the modernization project in Fort Macleod.

13:35-13:45 **G.1 Projected Enrollment**
(Attach)

J. Perry

Jeff Perry, Associate Superintendent will provide the Board with projected enrollment figures for the 2016-2017 school year.

Reports & Work List

13:45-14:30 **H. Reports**

H.1 Central Office Senior Management Reports

- a) Superintendent Report
- b) Associate Superintendent - Administrative Services
- c) Associate Superintendent - Business Services
- d) Associate Superintendent - Programs & Services

H.2 Chair's Report

H.3 Trustees' Report (Community Updates & Celebrations)

H.4 Professional Learning Sharing.

H.5 Committee Reports

Standing Committees

- a) Awards Committee (*L. Hodges*)
- b) Professional Learning Committee (*S. Scherger*)
- c) Policy Review Committee (*M. Ratcliffe*)

External Committee

- a) ATA Executive and LRSD Liaison Committee (*M. Ratcliffe*)

Board Representatives

- a) ASBA Zone 6 Representation (*L. Hodges*)
- b) Alberta SouthWest Regional Alliance (*C. Yagos*)
- c) First Nation Education Council (*J. McKee*)

Other

- a) Regional School Council
- b) Regional Council of Student Leaders
- c) AB SW Broadband
- d) Pincher Creek Police Advisory Committee

H.6 Key Messages

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

- 1)
- 2)
- 3)

In-Camera

14:30-15:00 **I. In-Camera**

Adjournment

15:00 **J. Adjournment**

Recommendation:

That the Board of Trustees vote in favour of the meeting being adjourned.

Moved by: _____ at _____ hours

Note: The next Board Meeting will be held on Monday, March 14th.