

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

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The scheduled Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, December 9, 2014 at 0930 hours at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Bruce Decoux, Lori Hodges, John McKee, Martha Ratcliffe, Shannon Scherger, Bruce Toone and Clara Yagos.

Dave Driscoll, Superintendent  
Jeff Perry, Associate Superintendent, Business Services  
Darryl Seguin, Associate Superintendent, Administrative Services  
Olwyn Buckland, Executive Assistant

### A. Call to Order

Chair Ratcliffe called the meeting to order at 0932 hours.

### B. In-Camera

**14-057** Trustee Yagos moved the meeting move to in-camera at 0932 hours.

**Carried**

**14-058** Trustee Toone moved the meeting revert to regular session at 1015 hours.

**Carried**

### C. Emergent Changes to the Agenda

**14-059** Trustee Yagos moved that the December 9, 2014 Agenda be approved by the Board of Trustees as presented.

**Carried**

### D. Adoption of Minutes

**14-060** Trustee Scherger moved that the minutes from the November 25, 2014 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

**Carried**

### E. Action Items

#### E.1 Pincher Creek Police Advisory Committee

The Town of Pincher Creek is endeavoring to establish a Police Advisory Committee for the purpose of formalizing the process for receiving input from the community and the partnership between the community, the RCMP and the local government. Trustee Scherger has received a request to be a representative on behalf of Livingstone Range School Division Board of Trustees. Discussion on this proposal took place and overall everyone felt this Committee would serve as a good communication tool and could also build closer ties of the school with the local RCMP.

**14-061** Trustee Yagos moved that the Board of Trustees approve Trustee Scherger as a Livingstone Range School Division representative on the Town of Pincher Creek Police Advisory Committee.

**Carried**

## **F. Discussion**

### **F.1 Monthly Financial Update**

Associate Superintendent Perry reviewed the monthly financial update for the period ended November 30, 2014 which represents the completion of approximately 30% of the 2014-2015 school year and 25% of the fiscal year.

Connie Bonetti entered the boardroom at 1025 hours.

### **F.2 ASBA Strategic Plan**

The Board attempted to complete the 2015-2018 ASBA Strategic Plan on-line, however the link to the ASBA plan would not work. Trustee Scherger will discuss this at the Zone VI Meeting being held on December 10, 2014 and request more information and clarification on the feedback required be presented at the January Zone VI Meeting.

## **G. Information**

### **G.1 Budget Related Information Session - Fiscal Monitoring**

Jeff Perry Associate Superintendent, Business Services and Connie Bonetti, Director of Finance reviewed the process used to monitor individual schools accounting and reporting functions. Ms. Bonetti reviewed the audit process stating she visits five school per year and the financial auditors audit each school once every three years. Ms. Bonetti noted with all schools now on the same financial system it was very beneficial as she is able to train, monitor and assist school administrators on-line.

Ms. Bonetti left the meeting at 1045 hours. Chad Kuzyk entered the meeting at 1100 hours.

### **G.2 Technology Update**

Chad Kuzyk, Coordinator of Technology and Learning for LRSD provided the Board with an update on various technology initiatives underway in the jurisdiction designed to support learning. Mr. Kuzyk summarized the two new policies from Alberta Education; Learning and Technology Policy Framework which includes five pillars on how to use technology in the classroom and, Learning Commons / School Libraries. Mr. Kuzyk reviewed each of the initiatives he is currently working on. Initiatives that fall under Student Success: 1) Bring your own Devices, 2) Alberta District Learning Center, 3) Power School, 4) Alberta On-Line Learning Consortium and 5) Assistive Technology. Initiatives under Quality Teacher / School Leadership: 1) Video Conferencing Workshop Services and 2) Summer Institute. Engaged Effective Leadership includes 1) Digital Citizenship, 2) Inspiring Education and 3) Digital Environment. Projects that fall under the topic Research and Innovation are the Livingstone Range Pilot Projects. For a more detailed breakdown of Mr. Kuzyk's work with the division, please visit <http://tinyurl.com/o2dogh6>.

The meeting broke for lunch at 1200 hours. A Christmas lunch for Central Office staff prepared by Konny Nelle and students from Willow Creek Composite High School was held.

The meeting was called back to order at 1305 hours.

## **H. Reports**

### **H.1 Central Office Senior Management Reports**

a) Superintendent Report

Superintendent Driscoll's report highlighted the following: completion and review of the LRSD Annual Education Results and Three Year Plan; attending the ASBA Fall General Meeting; attending the Pincher Creek Community Conversation on Learning; review of the LRSD Hutterite Colony Memorandum of Agreement; attending the Annual Hutterite Colony Ministers and German Teachers' Meeting; attending the ATA Scholarship Dinner; ongoing reviews of School AERs and Principal Professional Growth Plans and, ongoing meetings with architects on the Fort Macleod projects.

b) Associate Superintendent - Administrative Services

Darryl Seguin, Associate Superintendent of Administrative Services report highlighted the following: ongoing classroom observations with new teachers; PSIII Presentation at the University of Lethbridge; Google audit and, attendance at the Alberta Technology Leaders Conference in Edmonton.

Mr. Seguin also discussed the Learning Commons Tour several administrators and staff were taking to visit various schools that are currently set up in this structure. Trustee Toone will join them on their tour December 11-12, 2014.

c) Associate Superintendent - Business Services

Jeff Perry, Associate Superintendent of Business Services reported on the following highlights: ongoing work on the Fort Macleod Modernizations; attending Copier Procurement meetings; attending the ASBOA Fall General Meeting; work on the division financial audit and yearend; meeting with the Town of Claresholm regarding the Summer Games and upgrades to the WCCHS track; attending the annual Ministers and German Teachers meeting and, attending the ATA Scholarship Dinner.

d) Associate Superintendent - Learning Services

Lorna Hewson, Director of Learning Services will be asked to provide a report on behalf of Learning Services at the January Meeting.

## H.2 Chair's Report

Chair Ratcliffe spoke on events she attended since the last board meeting. These included: attending the ASBA Fall General Meeting and the rural transportation session; meeting with Connie Dersch-Gunderson and co-chairs of Regional Student Council as well as the Regional Student Council Meeting; attending the ATA Christmas dinner and scholarship evening.

## H.3 Trustees' Report

Chair Ratcliffe asked trustees if they had any updates on their communities.

Trustee Scherger spoke on the recent Pincher Creek Community Conversation on Learning session noting the anticipated next step, how to connect and move forward did not take place. Trustee Scherger will be meeting with John Taylor to further review the meeting and will report back on their findings.

Chair Ratcliffe reported that Colin Walmsley is a new recipient of the Rhodes Scholarship and will be attending Oxford University in England.

## H.4 Professional Learning Sharing.

Trustee McKee spoke on the Curriculum Redesign Compliances meeting he recently attended in Calgary.

## H.5 Committee Reports

### Standing Committees

a) Awards Committee: Trustee Decoux reported there was nothing to report on.

- b) Professional Learning Committee: Trustees Hodges and Scherger reviewed the Professional Learning update. Trustees Yagos and Ratcliffe have interest in attending 'Shaping the Future - Inspiring Connection and Celebrating Healthy School Communities' being held at the Delta Lodge in Kananaskis January 29-31, 2015.
- c) Trustee Hodges reported the committee recently met with the Superintendent and in order to be more proactive, plan future Board Planning Meetings to work around items in their Work Plan. Future Board Planning Meetings will be a full day starting at 1000 hours and will include the following topics:
  - January 26, 2015: Board Priorities (Satisfaction Surveys, Report to the Community); review the values of the Vision, Mission and Core Values statement.
  - February 23, 2015: Site-based Funding versus Centralized Model; Early Childhood Assessment (C. Dersch-Gunderson).
  - March 30, 2015: CTS (Why / How / Future Plan / Bridge to Teaching); OH&S (where are we at).
  - April 27, 2015: Admin Procedure 360 'Assessment & Reporting of Student Achievement' Assessment; Career and Academic Counselling (John Taylor).
  - June 15, 2015: Policy Committee Meeting.
- c) Policy Review Committee: Trustee Yagos reported the committee will be attending the Administrative Procedure Review Committee Meeting on December 11, 2014.

#### External Committee

- a) ATA Executive and LRSD Liaison Committee: Chair Ratcliffe reported the next meeting will be held on February 4, 2015.

#### Board Representatives

- a) ASBA Zone 6 Representation: Trustee Hodges reported the next meeting is being held on December 10, 2014.
- b) Alberta SouthWest Regional Alliance: Trustee Yagos distributed the recent update. Highlights include: New Executive; Broadband Information Sessions and Next Steps; Creating Digital Opportunities, part of the national research study, and; '13 Ways to Kill Your Community'.
- c) First Nation Education Council: Trustee McKee noted there was nothing to report at this time.

### **H.6 Work List Review**

The Board of Trustees reviewed and updated the Work List for January.

### **H.7 Key Messages**

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

- 1) Trustee Scherger will represent Livingstone Range School Division on the Town of Pincher Creek Policy Advisory Committee.
- 2) The division is moving forward with the excellent technology guidance provided by Mr. Chad Kuzyk, as well as his willingness to attend school to share information.

3) Trustees reviewed the list of upcoming school concerts and are looking forward to attending them where possible.

**I. In-Camera**

**14-062** Trustee Scherger moved that the board move to an in-camera session at 1451 hours. **Carried**

**14-063** Trustee McKee moved that the board revert to regular session at 1515 hours. **Carried**

**J. Adjournment**

**14-064** Trustee Yagos moved to adjourn the meeting at 1515 hours. **Carried**

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**Chairman**

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**Secretary-Treasure**