

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

The scheduled Board Meeting of Livingstone Range School Division No. 68 was held on Tuesday, April 14, 2015 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, Brad 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

14-092 Trustee Toone moved the meeting move to in-camera at 0932 hours.

Carried

14-093 Trustee Yagos moved the meeting revert to regular session at 1007 hours.

Carried

A short break was held and the meeting was brought back to order at 1010 hours.

C. Emergent Changes to the Agenda

Action Items: E.1 Division Goals
E.2 Appointment to Alberta SW Regional Alliance Broadband Committee
E.3 Venue for Board Meeting

Discussion: F.4 Sale of Division Equipment

14-094 Trustee Hodges moved that the April 14, 2015 Agenda be approved by the Board of Trustees as amended.

Carried

D. Adoption of Minutes

14-095 An error in Trustee Toone's name was noted. Trustee Toone moved that the minutes from the March 10, 2015 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as amended.

Carried

E. Action Items

E.1 LRSD Division Goals

14-096

Trustee Toone moved that the Board of Trustees approve the Livingstone Range School Division Goals effective September 15, 2015 as follows:

1) Literacy and Numeracy

All students will acquire, connect and communicate meaning through literacy and numeracy in a wide variety of contexts.

2) Success for All Learners

All students are engaged in meaningful learning that is appropriate, enhances his or her abilities, and takes place in positive learning environments.

3) Transitions

The unique learning skills of individual students will be supported in K-12 transition plans and in preparing students for success after high school.

Carried

E.2 Appointment to Alberta SW Regional Alliance Broadband Committee

14-097

Trustee Scherger moved that Trustee Toone and Chad Kuzyk sit on the Alberta SW Regional Alliance Broadband Committee.

Carried

E.3 Board Meeting Venue Change

Trustee Toone moved that the June Board Meeting be held in Pincher Creek, the venue to be determined.

Discussion on this motion took place.

14-098

Trustee Yagos moved to table this motion to the May Board Meeting in order to provide time to look further at this request.

Defeated

Chair Ratcliffe called for a vote on the original motion as presented;

14-099

Trustee Toone moved that the June Board Meeting be held in Pincher Creek, the venue to be determined.

Defeated

F. Discussion

F.1 Monthly Financial Update

J. Perry

Jeff Perry, Associate Superintendent of Business Services reviewed the monthly financial update for the period ended March 31, 2015 which represents the completion of approximately 70% of the 2014-2015 school year and 58.3% of the fiscal year. Mr. Perry opened the floor to discussion.

F.2 Provincial Budget

J. Perry

Mr. Perry, Associate Superintendent of Business Services updated the board on the provincial budget which was announced on March 26th and the impact it will have on Livingstone Range School Division. Mr. Perry first reviewed the division's budget process which is used with school administration in preparing the school and divisional budgets; the first step involved reviewing the division's Vision, Mission, Core Values and Guiding Principles as well as the Alberta Education Goals. Other

items taken into account are; declining enrollment, staffing, pre-negotiated increases and access of reserves.

Secondly Mr. Perry reviewed the announcement of the provincial budget and the impact on our division; the bottom line being the division will incur greater costs with less funding. It is anticipated that the impact not taking into account a change in enrollment will be around a \$600K 'hit' in the 2015-2016 school year. Mr. Perry and Mr. Driscoll are requesting clarification from Alberta Education on a few details from the budget announcement, one of which is the requirement to have 'Minister approval to access school reserves'. They will also be visiting all schools to review their budgets and their transition plans for the upcoming year.

Refer to Appendix A for further information on the impact to Livingstone Range School Division.

F.3 International Education

D. Driscoll

Superintendent Driscoll updated the Board of Trustees on Livingstone Range's International Education Program. Mr. Driscoll stated our goal is to develop global skills with all our students. We have had a very successful year due to our safe, caring schools, our high standards and quality programs as well as the excellent homestay program. This year we have had students attend our schools from Columbia, Brazil, Korea, Germany, Japan and China and are receiving applications for students to return. The challenge we are having is finding homestays for so many children. Next school year we will have 15 students arriving to complete a semester from Brazil, Japan, Mexico and Columbia. Additionally, we are expected short term students who will visit for one month.

F.4 Sale of Division Equipment

B. Toone

Trustee Toone discussed the process used for the sale of division equipment and requested postings be left on the website for a longer amount of time as well as listing what equipment was sold for. Additionally Mr. Toone requested information on the sale of school buses. Mr. Perry, who oversees the sale of equipment, stated this is an area we want to quickly disperse of the equipment; additionally quite often buses are donated to charitable donations. Management will review the division procedure and make the process clearer.

Lorna Hewson, Director of Learning Services joined the meeting at 1110 hours.

G. Reports

G.1 Central Office Senior Management Reports

d) Learning Services

Lorna Adrian, Director of Learning Services distributed and reviewed items their department has been involved in since her last report. These included, 1) applying for funding from Aboriginal Affairs and Northern Development Canada for the Special Education Program which we currently have 5 students attending our schools, 2) work with the two regions for RCSD, 3) creating a monograph for Success for All Learners, 4) redoing outdated handbooks, and 5) ongoing work on the Ministerial Order on the Literacy Committee.

A lunch break was held at 1200 hours and the meeting was brought back to order at 1240 hours.

a) Superintendent Report

Dave Driscoll, Superintendent distributed his report and spoke on meetings and activities he has participated in since the last meeting. Some highlights included; 1) CASS / Alberta Education Annual Learning Conference, 2) Ulead 2015, 3) Interviews

for Canyon School Principal, 4) Board Policy Meeting, 5) Regional School Council Meeting, 6) attending the SW RSCD leadership meeting, 7) attended the A.B. Daley School Council Meeting, 8) attended the registered Apprenticeship Dinner and Celebration, 9) attended the Regional Student Council Leadership Conference, 10) ongoing Principal evaluations and, 11) reviewing the impact to the division budget due to the provincial budget announcement.

b) Associate Superintendent - Administrative Services

Darryl Seguin, Associate Superintendent of Admin Services distributed and spoke on his report. Items included; 1) Classroom observations, 2) attending the High School Admin Meeting, 3) attending the Aboriginal Student Summit, 4) participating in the Board Planning Meeting, 5) attending the CASS / AB Ed Annual Conference, 6) holding initial staffing conversations with schools.

c) Associate Superintendent - Business Services

Jeff Perry, Associate Superintendent of Business Services distributed and spoke on his monthly report. Items included; 1) Fort Macleod Modernization items, 2) submission of the Division Capital Plan and Priorities to Alberta Education, 3) colony visits re the Colony Agreement Recommendation and Feedback, 4) participation in the Board Planning Session; transportation procedures and operations, and 5) budget preparation and review.

G.2 Chair's Report

Chair Ratcliffe read her report to the board. Items included 1) receiving correspondence announcing a grant of \$350K to Kids First which brings their fundraising total to \$554K; 2) good feedback on the ASBA presentation at Regional School Council; 3) attending the teleconference by the Minister of Education on the pre-budget announcement; 4) attending the Regional Council of Student Learners Meeting and Leadership Conference; 5) attending the senior's facility in Fort Macleod which Mr. Jeff Johnson was the guest speaker. Chair Ratcliffe also noted there would not be any Alberta Edmonton representatives at the zone meetings until after the election.

G.3 Trustees' Report (Updates in Communities / Celebrations)

Trustee Yagos reported how well the Livingstone School Boy's Senior Basketball team did at the provincial finals.

Trustee Scherger spoke on the experiential week at MHHS, an amazing job by students.

Trustee Hodges reported she and Chair Ratcliffe attended and judged at the Heritage Fair at F.P. Walshe.

Trustee Toone noted that WCCHS mixed curling won bronze at the provincials. Additionally the Lyons Club has made a substantial donation to WCCHS.

Trustee Toone spoke on Granum students winning a trip through Parks Canada to Waterton.

Superintendent Driscoll noted the excellent work done by students at CCHS on their fashion show, items created from recycled objects.

G.4 Professional Learning Sharing.

Trustee Scherger shared information on the Student Summit hosted by the KBOA.

Trustee Toone distributed information on the 20th Rural Education Conference he attended in Saskatoon.

G.5 Committee Reports

Standing Committees

a) Awards Committee (*B. Decoux*)

A date will be set for the selection of three scholarships; Dr. Lloyd Cavers, Enmax and Livingstone-Macleod Community Foundation.

14-100

b) Professional Learning Committee (*L. Hodges*)

Trustee Hodges moved that Trustees Ratcliffe, Scherger and Yagos attend the Public School Boards' Association Spring General Assembly in Red Deer May 29-31, 2015.

Carried

Trustee Yagos also noted there was an upcoming Mental Health First Aid Workshop in the Crowsnest Pass being provided at no cost. She will forward further information to all trustees.

Trustee Scherger discussed having conversations around governance at the Planning Meeting April 27th.

Superintendent Driscoll will contact Brian Callaghan to see if he is available June 15th in the morning to work on policy building.

c) Policy Review Committee (*C. Yagos*)

Trustee Yagos reviewed the changes made to Policies 2 - Assurance Framework, 3 - Role of the Board, 8 - Board Operations, 9 - Committees of the Board, 13 - Role of the Superintendent.

Approval of these changes will be made at a later date after all policies are updated according to the new Education Act.

Trustee Yagos presented a Notice of Motion to amend Board Policy 8 at the May 12, 2015 Board Meeting to hold Organization Meetings in June.

External Committee

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

The next meeting will be held on April 29, 2015.

Board Representatives

a) ASBA Zone 6 Representation (*L. Hodges*)

Trustee Hodges reported that the Zone 6 Executive Meeting will be held April 15th at the Palliser Regional School Admin Office.

b) Alberta SouthWest Regional Alliance (*C. Yagos*)

Trustee Yagos distributed the April, 2015 Bulletin. She also noted she will be attending the 13 WAYS report presentation on May 13, 2015 which conflicts with the Edwin Parr Awards.

c) First Nation Education Council (*J. McKee*)

Trustee McKee reported the next meeting is scheduled for May 27th. He noted the Fort Macleod annual pow-wow will be held May 14th. (Note; after the meeting a notice was received that the date of the Pow-Wow's was changed to May 7th.)

Other Reports

a) Administrative Review Committee (*Policy Committee*)

The next meeting will be held on April 16th at Central Office.

b) Pincher Creek and District Regional Police Advisory Committee (*S. Scherger*)

Trustee Scherger reported the committee is still working on the Terms of Reference.

G.6 Work List Review

Chair Ratcliffe reviewed the Work List for May, 2015.

G.7 Key Messages

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

- 1) The Provincial Budget impact on LRSD No. 68. (Appendix A)
- 2) Celebration of the Division Goals as approved by the Board of Trustees. (Action Item, E.1)
- 3) Excellent Leadership Conference held March 28, 2015 at Matthew Halton High School which was 100% student planned, led and carried out by the Regional Council of Student Learners.
- 4) Our International Education Program has grown substantially over this past school year. Success is due to our safe, caring schools, our high standards and quality programs as well as the excellent homestay program. We are always in need of homestay families. If you are interested in hosting an international student, please contact Julie Hutchinson at Central Office or email Julie at hutchisonj@lrzd.ab.ca.

Trustee Scherger further discussed the Board's Key Messages and the importance of ensuring one message was being communicated to School Councils. Trustees and the Superintendent will work together to ensure the key messages are properly phrased. These will be distributed to all trustees by email.

H. In-Camera

14-101 Trustee Yagos moved the meeting move to in-camera at 1414 hours. **Carried**

14-102 Trustee McKee moved the meeting revert to regular session at 1435 hours. **Carried**

I. Adjournment

14-103 Trustee Yagos moved that the Board of Trustees adjourn the meeting at 1435 hours. **Carried**

Chairman

Secretary-Treasure

Appendix A



Provincial Budget Announcement & Impact

2015-2016 School Year

- 1) LRSD continues to analyze the impact of the Provincial Budget on LRSD schools and has a meeting set with AB Education personnel to acquire clarification of a few points.
- 2) However on first look the Provincial Budget that was announced will prove challenging to the LRSD.
- 3) The overall impact to LRSD is more costs with less funding.
- 4) The Provincial Gov't announced that they are providing funding to honor the teacher framework agreement
 - a) However the net impact of the announcement is less funding
 - b) In other words LRSD will be required to fund the provincially negotiated increases to teaching staff with less funding than the prior year.
 - c) LRSD will also need to fund the locally negotiated increases to support staff with less funding.
- 5) An ongoing challenge on top of the provincial announcement is the decline in student population in our rural communities. Fewer students mean less funding.
- 6) However the anticipated enrolment decline of over 3% was expected and is a challenge that can be planned for.
- 7) LRSD is committed to do our part in finding ways that we can be more efficient and effective with the diminished resources available to us.
- 8) We have already met with our school leadership group to discuss ways that we can improve divisionally as well as within individual schools under the new fiscal reality.
- 9) At times like this we will continue to ensure that our decisions reflect what is in the best interest of the students.

April 14, 2015