

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

The scheduled Board Meeting of the Livingstone Range School Division No. 68 was held on Tuesday, October 11, 2011 at 1100h at the Administrative Office, Claresholm, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Charlene Dunlop, Kelly Hall, Dick Peterson - Chair, Martha Ratcliffe - Vice-Chair, Shannon Scherger and Clara Yagos.

Ellie Elliott, Superintendent of Schools
Stephen Harris, Assistant to the Superintendent
Kathy Olmstead, Associate Superintendent, Education Services
Don Olsen, Associate Superintendent, Business Services
Olwyn Buckland, Executive Assistant

A. Call to Order

Chair Peterson called the meeting to order at 1100 h.

B. Additions to the Agenda

D.3 Evaluation Report; Superintendent's Contract - Chair Peterson
G.6 WCCHS Tour - Trustee Dunlop
G.7 Pinnacle - Trustee Dunlop
G.8 Diploma/PAT Review - Kathy Olmstead
G.9 Discussion Board Retreat - Chair Peterson

11-029 Trustee Hall moved that the October 11, 2011 Agenda be approved by the Board of Trustees as amended.

Carried

Mike Mahaffy entered the boardroom at 1110 h.

C. Adoption of Minutes

11-030 Trustee Dunlop moved that the minutes from the Special Board Meeting of July 22, 2011 of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

11-031 Trustee Yagos moved that the minutes from the September 13, 2011 Board Meeting of Livingstone Range School Division No. 68 be approved by the Board of Trustees as presented.

Carried

D. Action Items

D.1 Teacher Retirement

11-032 Trustee Hall moved that the Board of Trustees support an arrangement for retirement and the granting of a term contract for the remainder of the 2011-2012 school year to teachers who wish to avail of retirement benefits, according to the following guidelines:

- 1) The teacher needs to resign his or her teaching position with the Board effective January 31, 2012, with the condition that the Board of Trustees offers a temporary teaching contract to that teacher from February 1, 2012 to June 28,

2012. Teachers participating will not be offered a teaching contract in the fall of 2012. Resignations must be received in writing on the form provided no later than noon on January 4, 2012.

- 2) The teacher needs to complete the Alberta Teachers' Retirement Fund form, "Termination Notice" which will be sent to them upon acceptance of their resignation. A brief explanation of the choices that they have with regards to their contributions will be included with the form. Teachers wishing to discuss retirement options may wish to contact ATRF at 1-800-661-9582, or visit the ATRF website at www.atrf.com.
- 3) Benefit coverage may continue through ASEBP's early retirement benefit plan, commencing February 1, 2012. Effective February 1, 2012, teachers will be responsible for the entire premium amount, payable to ASEBP. Further information, including costs, will be sent when a resignation is accepted.

Carried

D.2 2011-2012 IMR Expenditure Plan

- 11-033** Trustee Scherger moved that the Board of Trustees approve the 2011-2012 Infrastructure Maintenance and Renewal Plan as presented by Mike Mahaffy.

Carried

Darren Adamson entered the boardroom at 1128 h and Mike Mahaffy left at 1130 h.

E. In-Camera

- 11-034** Trustee Dunlop moved that the board go in-camera at 1135 h to discuss the upcoming 2010-2011 audit with Mr. Darren Adamson from Young Parkyn McNab and Co.

Carried

- 11-035** Trustee Yagos moved that the board revert to regular session at 1150 h.

Carried

The Board broke for a lunch break at 1200 h and was called back to order at 1230 h.

D. Action Items, Continued

D.3 Evaluation Report; Superintendent's Contract

- 11-036** Trustee Ratcliffe moved that the Board of Trustees accept the Superintendent's evaluation of September 30, 2011 and the remuneration package offered.

Carried

- 11-037** Trustee Dunlop moved that the Board of Trustees, as part of the Superintendent's evaluation, approve the extension of the Superintendent's contract for one year to August 31, 2013.

Carried

F. Information

F.1 Operating Reserves as at August 31, 2011

Associate Superintendent Olsen reviewed the Divisional Operating Reserves as at August 31, 2011. Of particular note is the operating reserves are two million dollars higher than budgeted, due to increased revenues and decreased expenditures.

F.2 2010-2011 CEU's Earned

Associate Superintendent Olsen reviewed the CEU's Earned during the 2010-2011 school year along with historical comparisons. It was encouraging to hear that CEU's last year were the highest over the past ten years.

G. Discussion

G.1 September 30, 2011 Enrolment Count

Associate Superintendent Olsen reviewed the September 30, 2011 enrolment count showing 3,624.0 FTE students. This number is down 45.5 FTE students from the September 30, 2010 count but up 173.5 FTE from the number projected in the spring.

G.2 Board Self Evaluation

On September 30, 2011, Terry Gunderson from the Alberta School Board led the Board through a self-evaluation. Discussion on this evaluation took place with an overall appreciation of the process. Chair Peterson reviewed the areas of emphasis for 2011-12, those being; 1) Develop a written orientation package for new board members, 2) Practice community engagement, 3) Continue to expand political advocacy efforts, especially at the municipal level, 4) Build an understanding of education transformation, 5) Focus on celebratory events. Item 5, Educate School Councils and the Regional School Council on inquiry processes will be deleted at this time.

G.3 Transformation Agenda

Chair Peterson shared information from Alberta Education's recent session which he, Superintendent Elliott and Trustee Ratcliffe attended on the Transformation of Education. This process is related to working together on Actions on Inclusion and includes Alberta Education, Alberta Teachers Association and School Boards. It was felt the session was overall useful and it was felt that three themes were present throughout, trust, relationships and students.

G.4 Community Engagement

The Board Chair facilitated a SWOT analysis with school administrators at the October 4, 2011 Admin Council Meeting to get their input about the session that was offered by Jamie Vollmer on August 29, 2011. The administrators' ideas about the next steps in the process were shared.

G.5 Professional Learning

Trustees Scherger and Yagos reviewed the 2011-2012 Professional Development Survey which was completed by trustees. The survey provided good focus on moving forward with professional development. In addition, a video was shown, *How to Develop a Professional Learning Community: Passion and Persistence*.

G.6 WCCHS Tour

Trustee Dunlop requested the Trustees meet prior to the October 25th Board Meeting to tour the facilities at Willow Creek Composite High School. It was agreed that the trustees meet at 10:00 am at Central Office.

G.7 Pinnacle

Trustee Dunlop reported that parents were not able to access Pinnacle. This concern has not been reported to Central Office and parents should notify the school of their concerns.

G.8 Diploma and Provincial Achievement Exams

Associate Superintendent Olmstead reviewed concerns of the Provincial Achievement Tests. Of concern were the Grade 9 Math and Social Studies marks which were below provincial average. At this time there is no trend data to compare the jurisdiction marks to as both are new curriculums within the past two years. The jurisdiction has put together beliefs about responding to data and has an action plan in place to follow-up on these concerns.

Assistant to the Superintendent Harris reviewed the Diploma results which overall were very good. Some issues, Chemistry 30 and Science 30 were school based, not jurisdictional and these concerns are being looked into. As time ran short, discussion on this item will continue at the next Board Meeting.

G.9 Board Retreat Discussion

This item has been deferred to the October 25, 2011 Board Meeting.

H. Reports

Due to time restraints, reports were deferred to the October 25, 2011 Board Meeting.

H.1 Superintendent's Report

H.2 Chairman's Report

H.3 Trustee Reports

H.4 Committee Reports

- a) ASBA
- b) ATA Executive / LRSD Trustee Working Committee
- c) Awards Committee
- d) Community Relations Committee
- e) Peigan Board of Education and LRSD Working Committee
- f) Planning Committee
- g) Policy Review Committee
- h) Professional Development Committee

I. Adjournment

11-038

Trustee Hall moved to adjourn the meeting at 1430 h.

Carried

Chairman

Secretary-Treasure