****2020–2021 School Year

Division Office, Fort Macleod

BOARD MEETING

Date: March 16, 2021 Time: 1:00 pm

Venue: Virtual - <https://zoom.us/j/96321732481?pwd=QW9BNld0ZDBUWGdkSGVzMVg3TndMZz09>

Trustees: Lori Hodges, Lacey Poytress, Brad Toone, Jim Burdett, Greg Long, Clara Yagos, and John McKee

Senior Admin: Darryl Seguin, Richard Feller, Chad Kuzyk and Jeff Perry

|  |  |
| --- | --- |
| Mission | Livingstone Range School Division inspires excellence through meaningful relationships, innovation, and collaboration. |
| Vision | Every student, every day. |
| Core Values | Student-Centered • Leadership • Integrity • Wellness • Place-Based |

**Call to Order**

1:00-1:01 **A.** **Call to Order**   *Chair*

1:01-1:02**A.1****Acknowledgement of Land** *G. Long*

1:02-1:05 **A.2 O’ Canada**

**Consent Agenda**

1:02-1:05 **B.**  **Consent Agenda**  *Chair*

**B.1 Approval of Minutes**

If there are no errors or omissions in the minutes of the February 16, 2021 Regular Board Meeting of the Livingstone Range School Division, it is recommended that the minutes be approved by the Board and signed by the Chair.

**B.2 Business Arising from the Minutes**

**B.3 Board Annual Work List 2020-21**

**B.4 Chair Monthly Report**

**B.5 Superintendent Monthly Report**

**B.6 Senior Administration Monthly Reports**

**B.7 Committee Reports**

*Recommendation:*

That the March 16, 2021 Consent Agenda be approved by the Board of Trustees as (presented or amended)

*Moved by:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Emergent Changes to the Agenda**

1:05-1:07 **C.**  **Emergent Changes to the Agenda**  *Chair*

*Recommendation:*

That the March 16, 2021 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended)

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Declaration of Conflict of Interest**

1:07-1:10 **D.** **Declaration of Conflict of Interest**  *Chair*

*Recommendation:*

That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the March 16, 2021 Board Meeting and if so should declare them.

**Action Items**

**E.** **Action Items**

1:10-1:15 **E.1 Meeting of the Whole Date Change** *C. Yagos*

Discussion surrounding a possible rescheduling of the April Meeting of the Whole will occur. Rural Caucus ASBA has scheduled a general meeting for Rural Caucus members on April 27, 2021 with the Education Minister.

*Recommendation:*

That the Board of Trustees move the April Meeting of the Whole from April 27 to April (26 or 28), 2021.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1:15-1:25**E.2 Ten Year Facility Plan/Three Year Capital Plan** (enclosure E.2) *J. Perry*

Alberta Education's deadline for submission of the Ten-Year Facilities Plan and the Three-Year Capital Plan is April 1, 2021. Associate Superintendent of Business Services, Mr. Jeff Perry will discuss the proposed recommendation.

*Recommendation:*

That the Board of Trustees approve the updated Livingstone Range School Division Ten Year Facilities Plan and Three Year Capital Plan and that they be submitted to Alberta Education by April 1, 2021.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1:25-1:35 **E.3 Quarterly Financial Report**   *B. Toone*

The Audit Committee met with the LRSD Finance Team and reviewed the Quarterly Reports ending February 28, 2021.  The Audit Committee will provide a summary of their review process and key findings at the Board Meeting.

*Recommendation:*

The Audit Committee recommends that the Board of Trustees approve the Quarterly Financial Report as presented.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1:35-1:45**E.4 2021-2022 Instructional Funding Allocation Formula** *(enclosure E.4) J. Perry*

The Instructional Funding Allocation Formula is the way in which divisional resources are allocated out to schools, departments and initiatives. The proposed formula with its minor changes was discussed by Senior Management and shared for feedback with Administration at an Admin Council meeting. Associate Superintendent, Business Services Jeff Perry will share with the board a summary of the proposed formula and the rationale for the proposed adjustments.

*Recommendation:*

That the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2021-2022 school year.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1:45-1:55**E.5 Board/CEO Evaluation Facilitators & Date** *Chair*

In 2020-2021 the Board of Trustees had Cal Hauserman and David George facilitate the CEO and Board evaluations with a second mid-year meeting for goal settings, and a final year-end check-up/coaching session.

In order to provide the new Board with direction and to help ensure the great work that has been done continues on with the new Board, Facilitation of the Board/CEO evaluations should start in May/June 2021.

*Recommendation:*

That the Board of Trustees engage Cal Hauserman and David George to facilitate the CEO and Board evaluations, goal setting, and coaching with the first session in May or June 2021 and subsequent dates to be set by the Board Chair and Vice Chair.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1:55-2:05 **E.6 Division Surplus** *B. Toone/G. Long*

Trustee Toone will discuss the sale of division surplus and end of life items as an important step in improving the Division. At all times the process needs to be done in a fair, consistent transparent manner.

*Recommendation:*

That the Board of Trustees direct Administration to review the process used in the sale or disposal of Division owned property to increase transparency and report any changes to the Board.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

2:05-2:15 **E.7 Method of Accountability** *B. Toone/L. Hodges*

During a recent presentation the Board had the opportunity to see the process being used by Grande Prairie Public and other Boards in Evaluating Board effectiveness. It is important for the accountability of the Board to stakeholders to be able to answer the question “Are we getting better?” Having tangible evidence and consistent tracking is key.

*Recommendation:*

That the Board of Trustees adopt the Grande Prairie Public developed method of accountability and present the adapted model at a future meeting.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

2:15-2:20 **E.8 Borrowing Resolution**  *(enclosure E.8)* *J. Perry*

Enclosed with the agenda is a copy of the proposed Borrowing Resolution for the 2020-2021 school year.

*Recommendation*:

That the Board of Trustees approve the Borrowing Resolution, which authorizes the Board to borrow such sums as the Board may deem necessary to meet current expenditures during the 2020-2021 school year.

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

2:20-2:25 **E.9 Professional Learning** *Chair*

Time will be provided for any trustee to discuss/report or seek approval of the Board for professional learning events.

*Recommendation:*

That the Board of Trustees approve the following Trustees to attend the following Professional Development:

Trustee(s): PD session:

Trustee(s): PD session:

*Moved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Discussion/Information Items**

**F.** **Discussion/Information Items**

2:25-2:30 **F.1 Edwin Parr Nomination** *R. Feller*

Associate Superintendent Richard Feller will provide the Board with information regarding the Livingstone Range School Divisions 2020-21 Edwin Parr nominee Brooke Harty, a first year teacher at W.A. Day Elementary and CrossRoads schools. This nomination is sponsored by the Alberta School Boards Association and is limited to eligible first year teachers.

2:30-2:35 **F.2 Regional School Council** *L. Poytress*

Trustee Poytress will update the Board regarding the next Regional School Council meeting scheduled for March 24, 2021.

2:35-2:55 **F.3 Behaviour Support Program** [(Presentation Link)](https://docs.google.com/presentation/d/e/2PACX-1vTLpKnRhb-bFSIUUieIfiT265_P0jf69NqNgKelEejF-gB5ZciVyg0tEyg-GZBHCdX41o8Gjf8guhFC/pub?start=false&loop=false&delayms=3000)*K. Verberk*

Behaviour Specialist Teacher Kevin Verberk will provide the Board with an update of the work being accomplished throughout the division.

2:55-3:15 **F.4 Off Campus / RAP / Green Cert. / Work Experience** *R. Charchun/J. Taylor*

Off Campus Coordinators John Taylor and Rob Charchun will provide the Board with an update of the work being accomplished throughout the division.

3:15-3:35 **F.5 First Nations, Metis and Inuit & Innovation in First Nations Education** *(enclosure F.5)*

*S. Lamouche*

FNMI Success Coordinator Sandra Lamouche will provide the Board with an update of the work being accomplished throughout the division.

**Key Messages**

3:35-3:40 **G. Key Messages from Today's Meeting**

1)

2)

3)

**In-Camera**

3:40-4:30 **H. In-Camera** *Chair*

**H.1** *Recommendation:*

That the Board of Trustees go in-camera at ­­­­­­\_\_\_\_\_\_hours.

*Recommendation:*

That the Board of Trustees revert the meeting back to the regular board meeting at \_\_\_\_\_ hours.

**Adjournment**

4:30 **I.** **Adjournment**

*Recommendation***:**

That the Board of Trustees vote in favour of the meeting being adjourned at \_\_\_\_\_ hours.