



**MINUTES OF THE BOARD OF TRUSTEES
REGULAR BOARD MEETING
HELD AT THE EDUCATION CENTRE
2651 CHINOOK WINDS DRIVE S. W.
AIRDRIE, ALBERTA**

THURSDAY, FEBRUARY 5, 2009

TRUSTEES PRESENT:

Chair
Vice-Chair

Sylvia Eggerer
Bev LaPeare
Jennifer Avery
Dr. Bruce Pettigrew
Colleen Munro

TRUSTEES ABSENT:

Helen Clease
Don Thomas

ADMINISTRATION PRESENT:

Superintendent of Schools
Associate Superintendent of Business & Operations
Associate Superintendent of Schools
Associate Superintendent of Human Resources

Greg Bass
Darrell Couture
Murray Besenski
Susan Williams

**COMMUNICATIONS:
RECORDING SECRETARY:**

Director of Communications
Executive Assistant

Angela Spanier
Karen Dolynny

CALL TO ORDER:

Chair Sylvia Eggerer called the meeting to order at 1:32 p.m.

Trustee Helen Clease, Trustee Don Thomas and Acting Associate Superintendent Dave Morris, were absent as they were attending the ASBA, Setting Direction for Special Education, in Edmonton, AB.

Susan Williams introduced the members of the Administrative Leadership Program and welcomed them as spectators to the Regular Board meeting.

REGULAR BOARD MEETING AGENDA:

#20 – 09 MOTION BY BEV LAPEARE:

That the Board of Trustees approves the February 5, 2009, Board meeting agenda as circulated.

CARRIED

MINUTES OF THE BOARD MEETING:

#21 - 09 MOTION BY JENNIFER AVERY:

That the Board of Trustees approves the minutes of the Regular Board Meeting of January 15, 2009, as circulated.

CARRIED

STUDENT SHOWCASE: FUEL FOR SCHOOLS

Presenters: Michelle Glavine, Springbank Middle School Grade 6 Teacher
Jesse Buker, Grade 6 Student

Project/Program Description - After reading about Calgary Board of Education's new breakfast program, Fuel for Schools, in the Calgary Herald in November 2008, Grade 6 Springbank Middle School (SMS) student, Jesse Buker, decided to lead by example and forsake his breakfast and lunch on November 7, 2008, to raise awareness about the number of students in the City of Calgary who do not have breakfast to start their day.

Jesse's efforts quickly spun into a full-blown awareness campaign, which saw him make classroom presentations and challenge students in Grades 5 and 6 to make a donation towards the Fuel for School Program. Jesse concluded his campaign on November 25, 2008, having raised over \$1600 for 'Fuel for School' through the contributions of Grade 5 and 6 students at SMS.

Grateful that many students in the City of Calgary are benefiting through the donation, Education Matters, Calgary's public education trust, recognized Jesse on December 3, 2008, at the Calgary Board Office.

Future plans - Next year Jesse would like to do this project again with the goal to increase the number of dollars raised. He is exploring the possibility of donating the funds raised to a school(s) in RVS.

PRESENTATION: CROSSFIELD JOINT SCHOOL COUNCIL REGARDING GRADE CONFIGURATION

Presenters:

Lana Cissell - Vice Chair of Joint School Council

Grant Budgeon - Parent of children who attend school in Crossfield

Stacey Konschuk – Chair of Joint School Council (will not be a designated speaker)

The Joint Council of Crossfield, as well as the community appreciates the efforts the Board has made to include the various stakeholders and their opinions in this reconfiguration process. The board's willingness to seek this input shows a commitment and a desire to do what is best for all students.

The possible reconfiguration of Crossfield schools has a direct impact upon all students in our community. Because this reconfiguration process involves two different schools with unique challenges, we would appreciate being able to share our view of what this change would look like from our perspective.

Outline of Presentation:

1. Outline the challenges at present in both Crossfield Elementary and W.G. Murdoch schools.
2. Discuss the program of education grade 6 students are presently receiving.
3. Present information regarding the programs currently offered at W.G. Murdoch for all students.
4. Impact on students at W.G. Murdoch after the proposed reconfiguration.
5. Impact on students at Crossfield Elementary after the proposed reconfiguration.
6. Speak to rationale presented by board administration

7. Discussion of possible options for our schools.
8. Address survey

As an elected council, it is our mandate to listen to our students, parents and community. We present the information and facts we have obtained regarding this proposed reconfiguration.

SUPERINTENDENT'S REPORT:

2008/2009 BUDGET AMENDMENTS

#22 - 09 Motion by Trustee Colleen Munro:

That the Board of Trustees approves the 2008-09 budget amendments as outlined:

- Reduce computer hardware renewal budget from \$820,000 to \$570,000 (\$250,000 reduction).
- 10% reduction of 2007-08 school carryovers over \$50,000 which generates \$167,483 (refer to attachments)
- 0.1% reduction in school allocation which generates \$81,507 (refer to attachments)
- Reduce budget for repair of instruction furniture and equipment by \$50,000 as it is over-budgeted (no impact to service)
- Delay hiring web development and maintenance person which will save about \$46,000
- Use part of the unexpended funds in the AISI budget to fund two (2) Knowledge Experts resulting in an operational budget saving of \$176,000
- Reduce EC food and coffee budget by \$20,000 by charging staff for coffee and by reducing number of meals provided at meetings
- French Monitor position not filled which resulted in a saving of \$3,400
- Reduce Human Resources contingency budget by \$45,814 as portion of budget not allocated to schools
- Reduce budget \$50,000 for Internet/Intranet as it is over-budgeted (no impact to service)
- Reduce CTS furniture and equipment budget by \$50,000 as Alberta Education provided close to \$300,000 one time grant to replace CTS equipment.

CARRIED

2009/2010 IMR

#23 - 09 Motion by Trustee Bruce Pettigrew:

That the Board of Trustees approves the 2009 Infrastructure Maintenance and Renewal Program projects totalling \$2,362,884. Refer to attached listing of projects.

CARRIED

COCHRANE CHRISTIAN PROGRAM ATTENDANCE BOUNDARY

#24 - 09 Motion by Trustee Bruce Pettigrew:

The Board of Trustees directs the Superintendent to define the attendance area for the Cochrane Christian program to be the transportation service area already defined, and that busing be shared with the Mitford students and start times be the same as Mitford School.

CARRIED

2009/2010 PORTABLE PLANNING

#25 - 09 Motion by Trustee Bev LaPeare:

That the Board of Trustees amends the previous November 20, 2008, approved Board motion #228-08 by Trustee Bev LaPeare which read:

“That the Board of Trustees authorizes the Superintendent to request approval from the provincial government the following portable projects:

For the 2008/09 school year:

- The revision of the assignment of modular classrooms from Langdon 2008 portable approval to Nose Creek.
- The relocation of 4 freestanding portable classrooms from Prairie Waters to Langdon.”

To:

For the 2008/09 school year:

- Install the Langdon 2008 portable approval on the Langdon School as originally approved.
- Install the new modular classrooms approved December 9, 2008 on Nose Creek Elementary School.

and

- Delay the relocation of the four freestanding portable classrooms from Prairie Waters to Langdon until the 2009/2010 school year.

CARRIED

CHESTERMERE FENCH IMMERSION

#26 - 09 Motion by Trustee Bev LaPeare:

That the Board of Trustees directs the Superintendent of Schools to develop a Kindergarten and Grade 1 French Immersion Program at Prairie Waters Elementary School for the 2009/2010 school year providing sufficient student enrolment to afford program success.

CARRIED

WESTBROOK KINDERGARTEN

#27 - 09 Motion by Trustee Colleen Munro:

That the Board of Trustees directs the Superintendent of Schools to develop a Kindergarten Program at Westbrook School for the 2009/2010 school year.

CARRIED

REMOVAL OF PROCEDURE FROM POLICY

#28 - 09 Motion by Trustee Bev LaPeare:

That the Board of Trustees makes an omnibus motion to remove procedures from all policies pertaining to administrative functions in Rocky View Schools.

P. Pettigrew proposed a friendly amendment to add “and the Board be notified of all changes to procedures.”

Vice-Chair LaPeare accepted the amendment as friendly.

Voting on Motion #28 - 09 as amended:

That the Board of Trustees makes an omnibus motion to remove procedures from all policies pertaining to administrative functions in Rocky View Schools and the Board be notified of all changes to procedures.

CARRIED

POLICY JM RELATIONS WITH COMMUNITY ORGANIZATIONS – APPROVAL TO CIRCULATE FOR FEEDBACK

#29 - 09 Motion by Trustee Jennifer Avery:

That the Board of Trustees accepts the draft of new policy JM Relations with Community Organizations as presented and sends it out for feedback through the policy development process.

Vice-Chair Bev LaPeare proposed a friendly amendment:

That the Board of Trustees directs the Superintendent to send out the new policy JM Relations with Community Organizations for feedback prior to Board approval.

Trustee Jennifer Avery agreed the amendment was friendly.

Trustee Bruce Pettigrew proposed a friendly amendment:

That the Board of Trustees directs the Superintendent to send out the draft of the new proposed policy JM Relations with Community Organizations for feedback prior to Board approval.

Trustee Jennifer Avery agreed the amendment was friendly.

Voting on motion #29 – 09 as amended:

CARRIED

SUPPORT STAFF DEVELOPMENT DONATION

#30 - 09 Motion by Trustee Colleen Munro:

That the Board of Trustees provides financial support in the amount of \$500.00 (five hundred dollars), to be taken from the Trustee donations budget, 1-557-410-000-83, to assist in the costs associated with the 2009 Support Staff Development Day.

CARRIED

INFORMATION ITEMS:

LEADERSHIP CAPACITY BUILDING

Presented by Susan Williams, Associate Superintendent of Human Resources
Report Period: August 2008 – January 2009

SUMMARY

Rocky View Schools believes in building leadership capacity throughout each level of our Division. This capacity is built through informal networks and relationship building as well as formal development programs. The relationship building is key and as John Maxwell states in *The 360 Degree Leader*, "relationship building is always the foundation of effective leadership...good leaders are competent, but they are also intentionally connected to the people they lead." To this end, all Education Centre staff have been working hard to remain connected with our schools and encourage/mentor others in formal and informal leadership roles as we work to ensure the success of goal four 'Learning opportunities which are distinct, continuous and systematic'.

WORK COMPLETED

We are very pleased with the establishment of ongoing communities of practice which have met throughout the embedded professional learning days as well as having established their communities on-line. To date, approximately 158 communities of practice have emerged with over 400 postings placed on the communities' plone site. These postings included articles, links to other sites, sample lesson plans etc. As a result of these communities of practice, staff have linked with each other and furthered their connections by initiating classroom visitations and additional meeting times. This project work has also afforded teachers an opportunity to be involved with a myriad of opportunities such as producing video conferencing courses, action research, breaking down the barriers and the one-to-one laptop project. The Alberta Mental Health Project is another project which has exposed some of our high school counselors to success coaches and alcohol counseling and mental health supports for our students.

The Superintendent working committees have gained incredible momentum into their second year. They have determined their goals for the year and met regularly to work through a myriad of tasks. These committees have provided invaluable information, support and input. Their work has positively impacted leadership at all levels in our school.

Mr. Besenski and Dr. Harlton have established a mentoring opportunity with all new Assistant Principals. They are meeting with the AP's to provide an opportunity to network, get to know their colleagues, discuss issues and concerns they are faced with on a day-to-day basis.

A very successful, formal Administrative Leadership Development program is now in its third year. Thirty people are currently working through this program in either Level one or two. Of the 36 Assistant Principals in our schools this year, 23 of these people have completed at least one (most instances both) level/s of the program. The leadership and learning has not ended after people

finish this program as they remain connected to their group colleagues as well as their principal facilitators.

Many Assistant Principals and Principals have been assisting Human Resources with recruitment and job fairs at Major Universities. These people do a wonderful job at representing Rocky View Schools in a very positive light and they thoughtfully answer the many questions posed by students.

Senior Executive has begun creating evidence-based portfolios for their evaluations. The next step will be to create a similar process work with school based administrators. The Leadership Committee is working on a process for administrative evaluations.

WORK REMAINING

We are currently working with representatives from the University of Lethbridge to begin a Masters of Education cohort for Rocky View employees. In conjunction with this initiative, we would like to have Dr. Townsend work with schools who would like to work in self-selected areas of school improvement. We would like to work with the University of Lethbridge to see how we may link work with the Administrative Leadership Program to credits with the Masters Program.

Creating a Community of Mentors for staff at all stages of their careers.

Create an evidence based evaluation process for all staff.

SIGNIFICANT ACHIEVEMENTS

All of our administrators and Education Centre leaders have completed Covey's Seven Habits of Highly Effective People and most participated in a highly successful two day session of Covey's Leadership – Great Leaders, Great Teams, Great Results.

Teachers currently complete annual growth plans and as of this year, all Support Staff also develop their own learning plans. They meet with their principal or supervisor to discuss these plans which provides a fabulous opportunity for Principals to understand the needs of all their staff and identify potential leadership opportunities for Support Staff.

We have many of our own staff leading professional learning for our support staff in-service day in February.

CHALLENGES AHEAD

Developing a formal community of mentors for people at various levels of their careers most especially our new teachers.

Given time and resources, we want to continue cascading the Covey training (Seven Habits and Great Teams) to all sectors of our Education Centre staff as well as each school.

#31 - 09 MOTION BY TRUSTEE JENNIFER AVERY:

“That the Board of Trustees receives as information Rocky View's Accountability Progress Report on Leadership Capacity.”

CARRIED

BOARD AND COMMITTEE REPORTS:

Mayor's Excellence Awards Dinner – Board of Trustees, Superintendent, and representatives of Rocky View Schools attended. Rocky View Schools received a Healthy Eating Initiative Award.

Public Participation Meetings – Crossfield – January 20, 2009 and Kathryn – February 4, 2009

Webinar Course – Trustee Bev LaPeare

Sylvia Eggerer Reported:

- January 15 – Attended Board Planning and Regular Board meetings
- January 15 – Attended a dinner meeting with the City of Airdrie Mayor and Council
- January 20 – Attended Crossfield Public Participation meeting regarding possible grade configuration
- January 21 – Attended Bert Church High School Council meeting. Presentation by Mental Health – Pilot Program Stepping Stones
- January 22 – Attended luncheon meeting with the MD of Rocky View
- January 22 – Attended an Agenda Review Meeting
- January 22 – Attended Board Planning meeting
- January 27 – Attended Policy Development Committee meeting
- January 27 – Attended the Mayor's Excellence Awards Dinner that was held at the Fairmont Palliser Hotel. RVS received an award for the Healthy Eating Initiative
- January 28 – Attended an Edwards Elementary School Council meeting
- January 29 – Attended Board Planning meeting
- February 3 – Attended Town of Crossfield Council meeting
- February 4 – Attended Kathryn Public Participation meeting regarding possible grade configuration

Bev LaPeare Reported:

- January 15 – Attended a dinner meeting with the City of Airdrie Mayor and Council
- January 16 – Attended the Rainbow Creek School Council meeting
- January 19 – Attended the Indus School Council meeting
- January 20 – Attended a Classroom on Wheels (COW) meeting at the Chestermere Town Hall
- January 20 – Attended the Public Participation meeting in Crossfield regarding possible grade configurations
- January 22 – Attended luncheon meeting with the MD of Rocky View
- January 22 – Attended an Agenda Review Meeting
- January 22 – Attended the Prairie Waters School Council meeting
- January 26 – Participated in a Webinar regarding the Duty to Accommodate which was facilitated by the McLennon Ross Law Firm
- January 27 – Attended the Healthy Community Initiative meeting that was held at the Chestermere Town Hall
- January 27 – Attended the Mayor's Excellence Awards Dinner that was held at the Fairmont Palliser Hotel. RVS received an award for the Healthy Eating Initiative
- January 28 – Attended a Classroom on Wheels (COW) Bus meeting in Langdon
- January 30 – Attended the Chestermere Lake Middle School Council meeting
- February 2 – Attended the Prince of Peace School Council meeting

ADJOURNMENT:

#32 - 08 MOTION BY TRUSTEE PETTIGREW:

That the Regular Board meeting be adjourned at 4:09 p.m.

CARRIED

CHAIRMAN

SECRETARY-TREASURER