



Role of the Trustee

September 11, 2025

Land Acknowledgment

Rocky View Schools would like to acknowledge the land and recognize all the Indigenous Peoples whose footprints have marked these lands from time immemorial. Together, we can learn and honour the Ways of Knowing of Indigenous Peoples for all future generations.

Agenda

- Introductions
- About Rocky View Schools (RVS)
- What Learning Looks Like in RVS
- Board Advocacy Priorities
- Current School Projects
- School Board Roles and Responsibilities
- Trustee Roles and Responsibilities
- Meetings, Time Commitment and Important Dates
- Nomination Day
- Questions

About RVS

Vision

Rocky View Schools is a world-class learning organization where all students achieve their absolute best.

Purpose

Rocky View Schools connects with all students to ensure everyone learns, belongs and succeeds.



29,200+ students and growing by 500 – 1,000+ students every year



53 schools



3,000+ staff



5th largest school division in Alberta (student population)



207,000+ residents represented



82 languages commonly spoken by families



13% of students speak English as an additional language



Includes **4,500+ square kilometres** of land

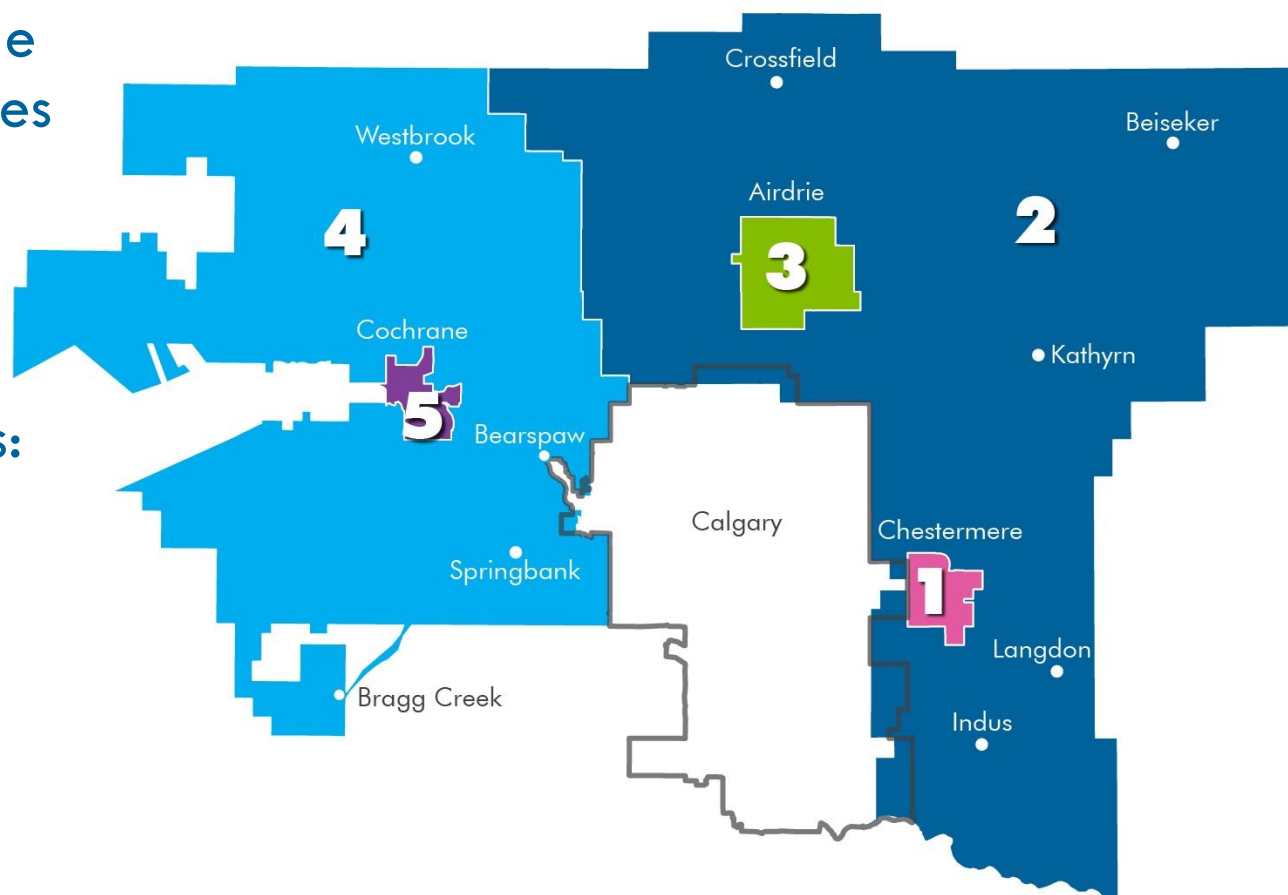


Encompassing **urban and rural communities** to the west, north and east of Calgary

Situated on the traditional territories of the **Treaty 7 region of Southern Alberta** including the **Siksikaitsitapi (Siksika, Kainai, Piikani, Amskapi Pikuni)**, the **Tsuut'ina**, the **Îyâxe Nakoda Nations (Bears paw, Chiniki, Goodstoney)**, and **Otipemisiwak Métis Government of the Métis Nation within Alberta District 4**

About Rocky View Schools

- Largest school division outside of the two major municipalities in Alberta
- Blend of rural and urban communities
- Eight trustees and five wards:
 - Ward 1 – One trustee
 - Ward 2 – One trustee
 - Ward 3 – Three trustees
 - Ward 4 – One trustee
 - Ward 5 – Two trustees
- \$344 million+ organization



What Learning Looks Like in RVS

We are focused on our students' futures:

- Advancing students' numeracy and literacy skills
- Building future-ready students
- Creating inclusive, engaging, healthy learning opportunities for all students

Our work is guided by critically important plans, including our 2022 – 2026 Strategic Plan and RVS' 2023 – 2027 Education Plan.

Chestermere Lake Middle School, Chestermere

• ROCKY VIEW SCHOOLS •



Fireside School, Cochrane

• ROCKY VIEW SCHOOLS •



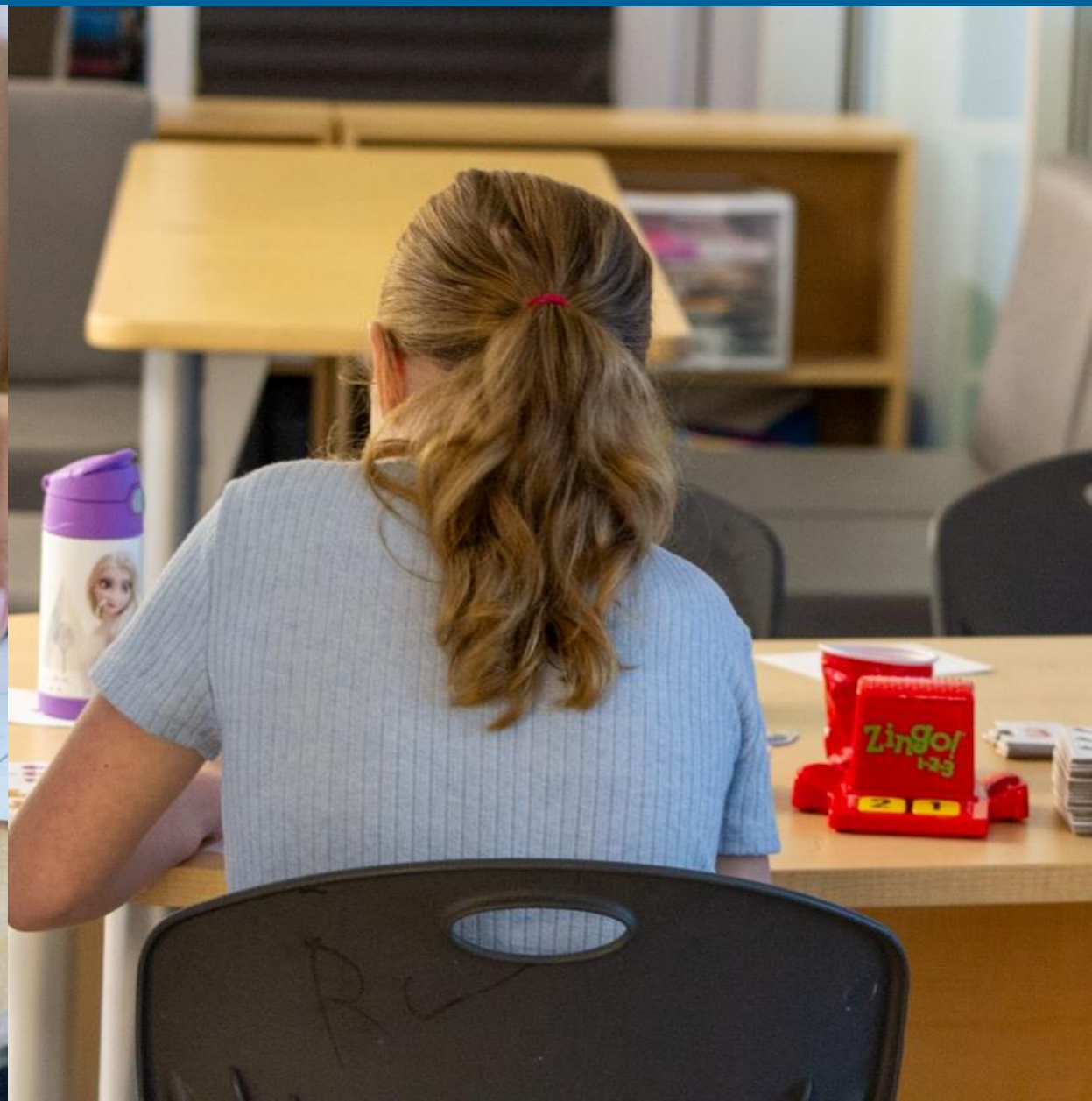
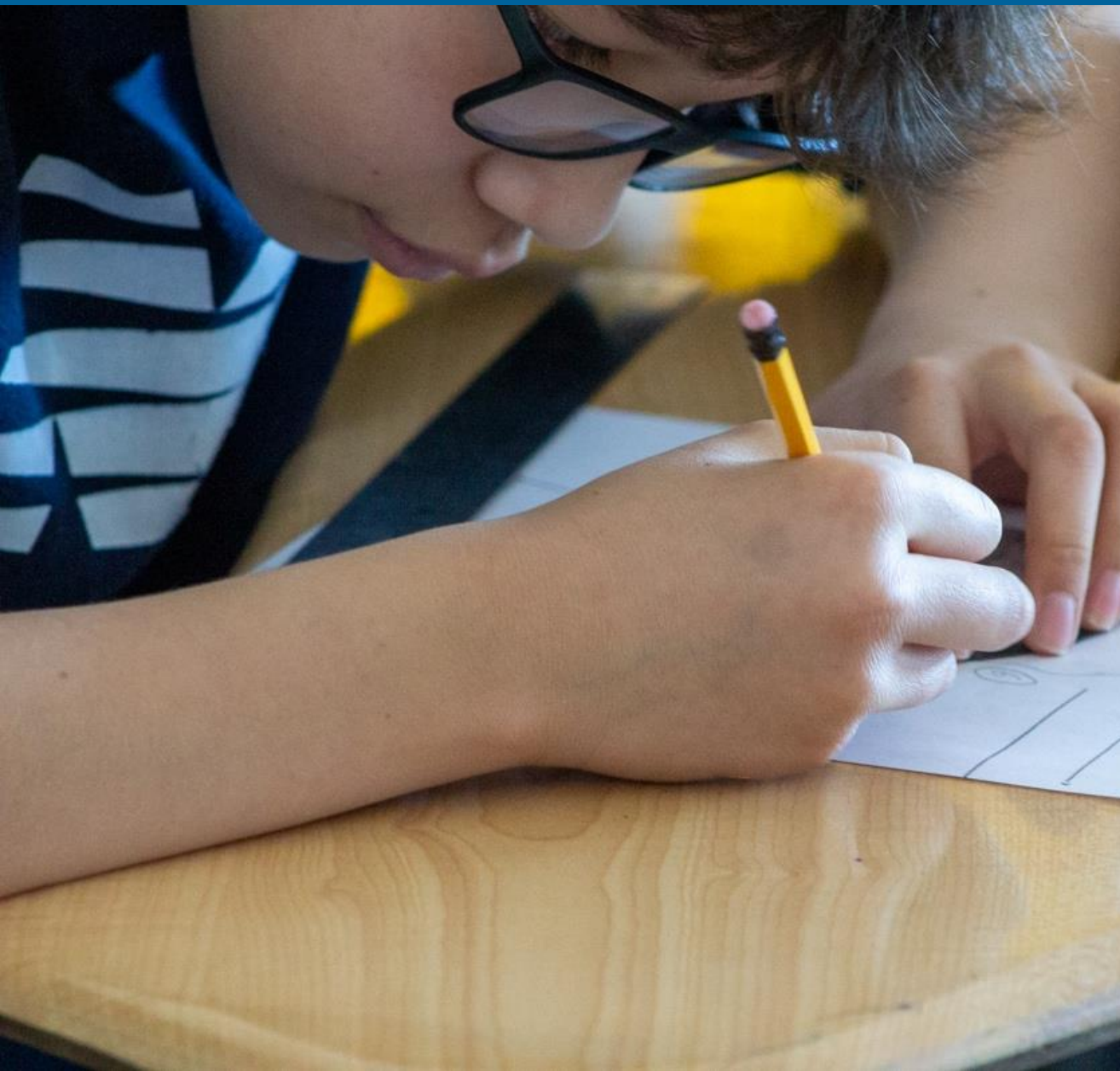
George McDougall High School, Airdrie

• ROCKY VIEW SCHOOLS •



Hérons Crossing School, Airdrie

• ROCKY VIEW SCHOOLS •



Crossfield Elementary School, Crossfield

• ROCKY VIEW SCHOOLS •



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t way

WRITE the important things
main ideas
need to know information
When we revise...
Add words
adjectives
details
Remove words
is it important?
does it make sense?
Change words
does it make sense?
interesting

So the goal

my thoughts
my feelings
my actions
how I treat others
EXHALE
DRINK SOME WATER
A

3B

VERMILION

Horseshoe Crossing High School, Langdon

• ROCKY VIEW SCHOOLS •



Mitford School, Cochrane

• ROCKY VIEW SCHOOLS •



Northcott Prairie School, Airdrie

• ROCKY VIEW SCHOOLS •



Westbrook School, Westbrook

• ROCKY VIEW SCHOOLS •



Glenbow Elementary School, Cochrane

• ROCKY VIEW SCHOOLS •



Programs of Choice

We understand all learners have different needs and program options are important. While our regular program schools offer an array of learning options to suit most learners' needs, our programs of choice are a great fit for others.

The following programs of choice are offered for our students:

- Christian Programs
- French Immersion
- Home Education
- RVS Online Schools

The following programs are offered at the high school level:

- Building Futures
- Mechanics Training Centre

Key Documents and Information

Available on the RVS website:

- Education Plan
- Annual Education Results Report
- Strategic Plan
- Strategic Plan Report
- Advocacy Priorities
- Capital Plan
- Budget
- Policies and Administrative Procedures
- Collective Agreement/Terms of Employment
- Board meeting agendas and minutes

2023 – 2027 Education Plan

• ROCKY VIEW SCHOOLS •



Annual Education Results Report (AERR)

• ROCKY VIEW SCHOOLS •



2023/24 Annual Education Results Report



The AERR includes our performance measures related to RVS' Education Plan and highlights accomplishments and initiatives from the previous year.

2022 – 2026 Strategic Plan



2022 – 2026 STRATEGIC PLAN

Purpose

Rocky View Schools connects with all students to ensure everyone learns, belongs, and succeeds.

Vision

Rocky View Schools is a world-class learning organization where all students achieve their absolute best.

Priorities



Improving our students' learning



Strengthening our workforce



Bolstering our infrastructure



Connecting with our community

The 2022 – 2026 Strategic Plan is driven by four priorities:

- Improving our students' learning
- Strengthening our workforce
- Bolstering our infrastructure
- Connecting with our community



SPACE for STUDENTS

Municipal and provincial governments must support growing school divisions in bolstering infrastructure where students and staff can thrive.

- **New Schools** – the provincial government must build new schools equal to the pace of increasing student populations.
- **School Sites** – municipalities must prioritize right-sized, shovel-ready sites for new schools in early phases of any development plans.
- **Modulars** – provincial government must fund modulars and relocations as necessary to provide needed classroom space.
- **Innovative and Well-maintained Schools** – provincial government must dedicate sufficient resources to address technology evolution and aging buildings.



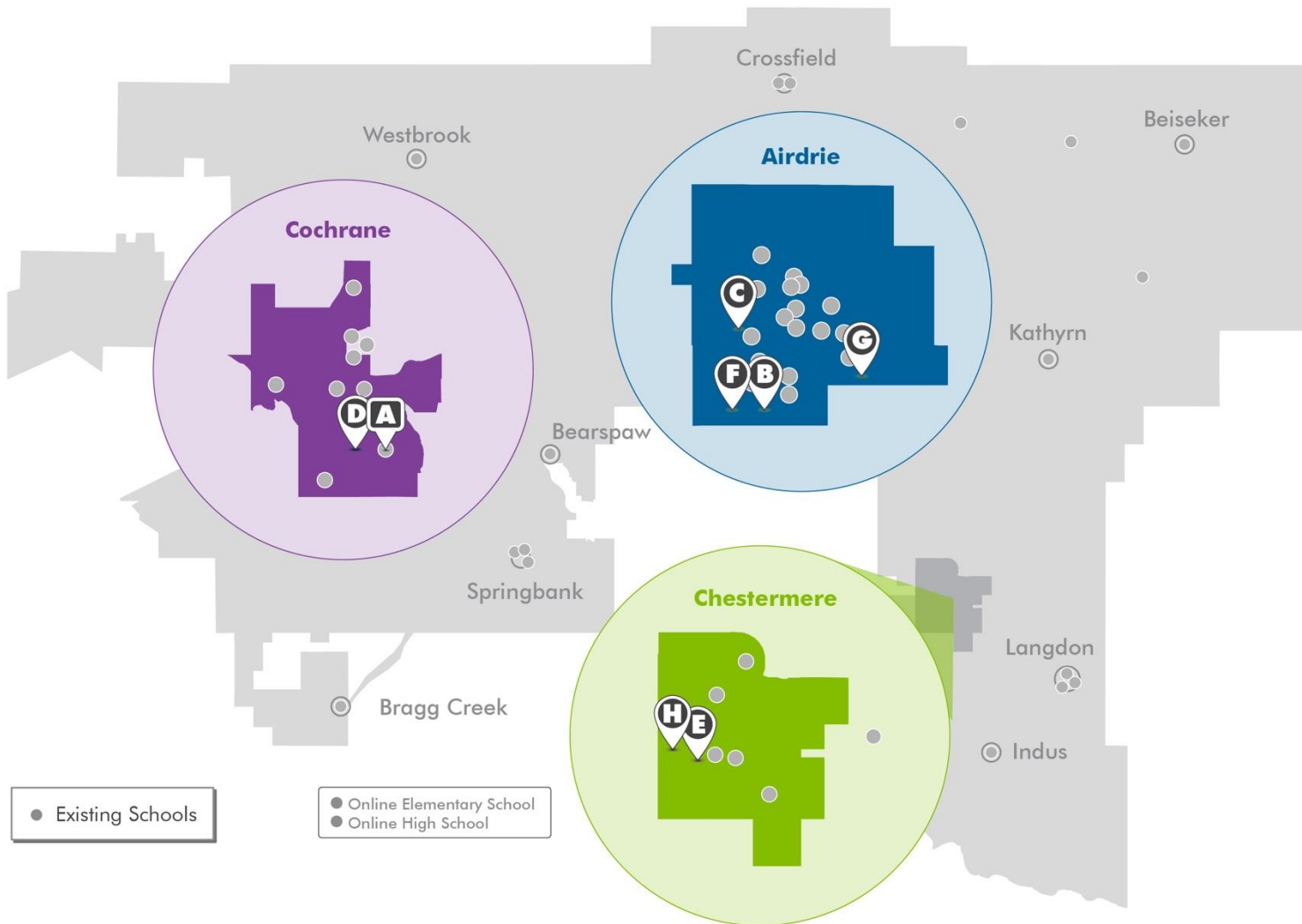
SUPPORT for STUDENTS

Government must invest in the success of every student to ensure all students experience an education that is inclusive, safe and supportive.

- **Equitable Funding** – every student must be fully funded every year.
- **Classroom Complexity** – provincial government must invest significantly to support student success in increasingly complex classrooms.
- **Prioritize Public Education** – provincial government funding for public education must be prioritized and strengthened.
- **Mental Health** – services and resources for mental health and well-being must be increased to meet the evolving needs of our students and staff.

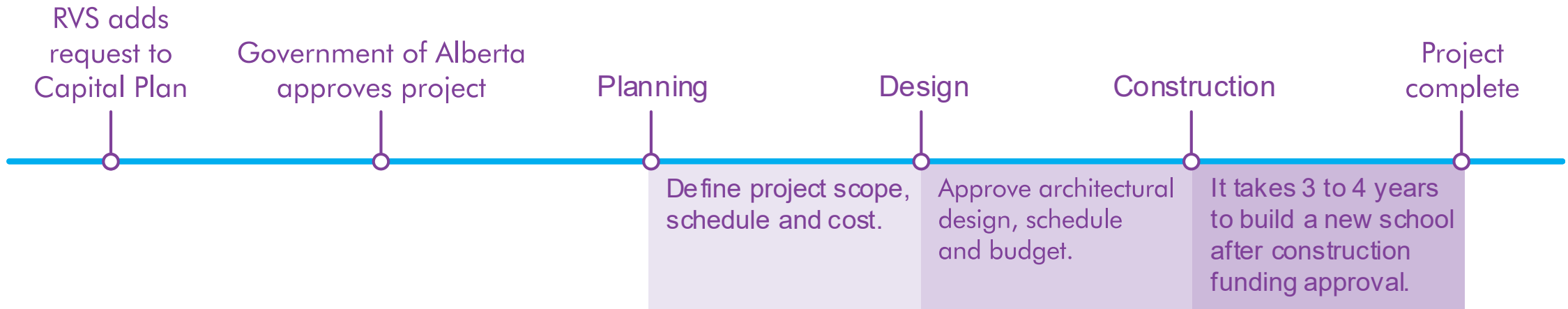
The Board's advocacy priorities reflect the goals and desired outcomes of the Strategic Plan. They also support the Board's vision of RVS as a world-class learning organization where all students achieve their absolute best.

School Projects Update



A	Expansion/Modernization Bow Valley High School	Underway
B	K – 9 School South Windsong, Airdrie	Construction Funding
C	K – 9 School Bayview, Airdrie	Construction Funding
D	K – 8 School Rivercrest, Cochrane	Construction Funding
E	K – 9 School Dawson’s Landing, Chestermere	Construction Funding
F	High School Southwinds, Airdrie	Construction Funding
G	K – 9 School Lanark, Airdrie	Planning Funding
H	High School Chelsea, Chestermere	Planning Funding

School Project Process



School Board Roles and Responsibilities

Generative

- Develop divisional strategic plan
- Set educational goals and priorities
- Develop policy
- Identify budget priorities
- Develop school calendars
- Develop school councils
- Establish school boundaries
- Evaluate educational and operational outcomes

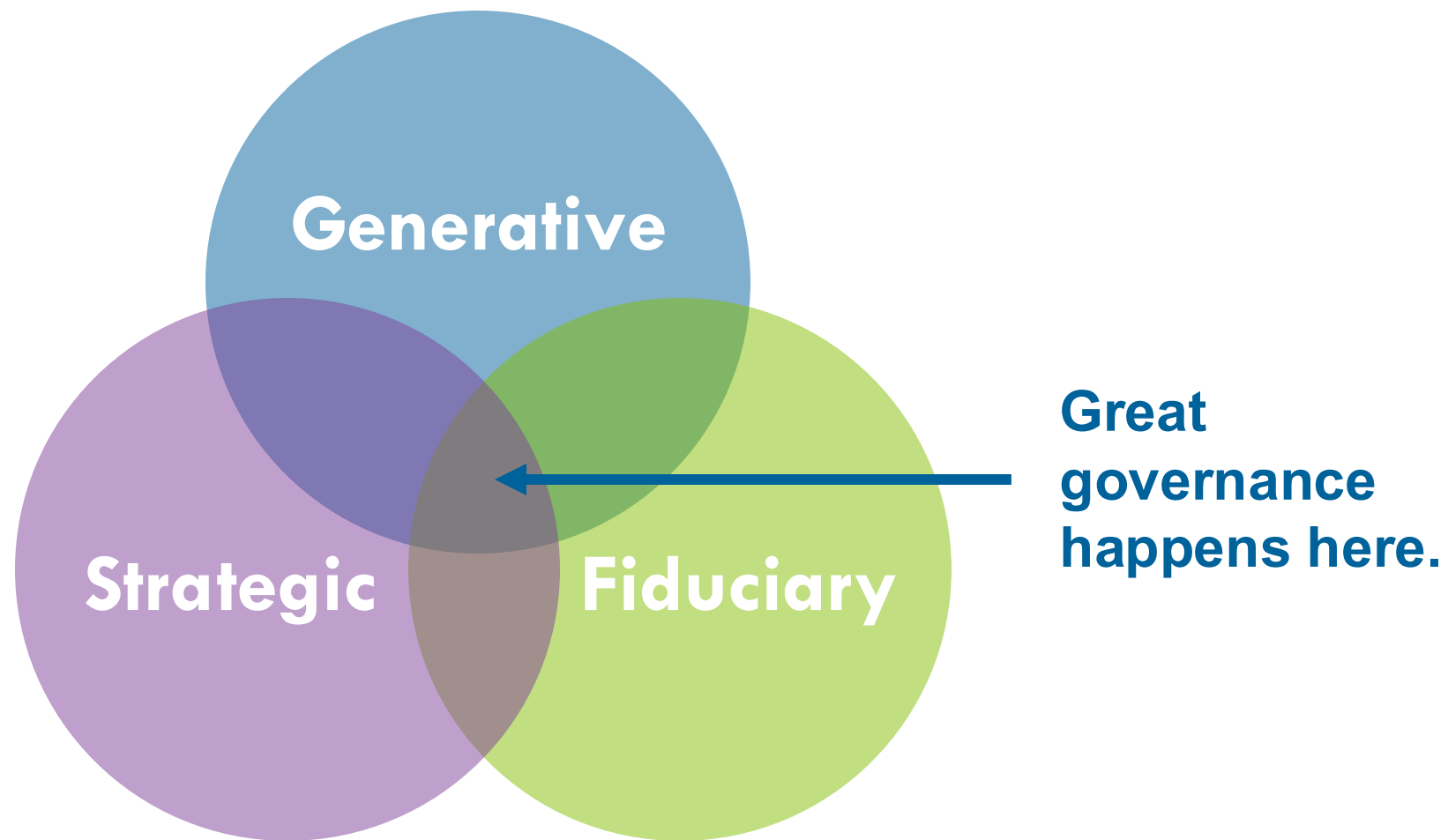
Strategic

- Advocate Board positions
- Identify outcomes and strategies
- Monitor educational and operational outcomes; refine course of action
- Establish specialized supports and services
- Build relationships with communities and municipal partners
- Provide process and opportunities for meaningful public engagement

Fiduciary

- Approve Education Plan
- Adopt annual budgets
- Approve audited financial statements
- Develop capital plans
- Adjudicate hearings
- Hire and evaluate the Superintendent
- Develop Trustee Code of Conduct

School Board Roles and Responsibilities



Policy 2: Role of the Board

Highlights

- Governing the Division through a policy framework while setting the strategic direction
- Overseeing the Division and creating the conditions for student, staff and organizational success
- Being accountable to the Minister of Education and the communities served by the Division for ensuring the delivery of quality education
- Providing assurance to the Minister of Education and the public that the Division is fulfilling its obligations
- Engaging to build understanding and allow for the sharing of values and viewpoints
- Advocating for the needs of the Division to provide the best support possible to enable student success

Policy 3: Role of the Trustee

Highlights

- Adhere to high ethical standards that build public trust and confidence in the Division and uphold the integrity of the Board
- Participate in decision making and effectively contribute to the work and decisions of the Board
- Serve as a liaison between the Division and the community (parents/guardians, students and the public) encouraging active participation in education and student learning
- Work together with the Superintendent to successfully advance the mandate of the Division including student success
- Engage in ongoing learning and professional development to stay informed about education, governance, policy and best practices to support their governance role

Policy 4: Trustee Code of Conduct

Highlights

- Conducts oneself with highest ethical standards, proper use of authority and appropriate decorum, mutual respect, impartiality and professionalism
- Enhances public confidence and trust
- Support the Board's policies and resolutions when communicating with the public
- Honour their fiduciary responsibility to the Board, superseding any conflicting loyalty such as that to advocacy or interest groups and membership on other Boards or staffs
- Not use Board information for their own direct benefit or advantage

Meetings and Time Commitment

Board meetings consist of:

- Public meetings (typically two Thursdays each month Sept. – June)
- Committee meetings (multiple committee meetings is typical)
- Board Planning Committee meetings (every Thursday)
- Special meetings

Trustee time commitments:

- Most Thursdays 9:30 a.m. – 4:30 p.m.
- One meeting per month for each committee served on
- Expectation of preparation time for each meeting (e.g., 2–3 hours per Board meeting, committee mtgs)
- Communicating and connecting with community members (variable)
- School council meetings for each school in your Ward (one evening per month/school. Airdrie/Cochrane schools are split between trustees)

Attendance also expected at:

- Evening public consultations
- Meetings with other elected officials
- Two multi-day Alberta School Board Association events per year
- Major school events (e.g., graduations, major school celebrations, new school openings, groundbreakings)
- Professional learning
- School visits during orientation (10 – 12 full days)

Policy 27: Trustee Compensation and Development

- Base honoraria, adjusted annually by Calgary Consumer Price Index (CCPI)
- Additional honoraria for time in committee meetings, Board professional development, attendance as a Board authorized representative

	Annual Honoraria	Additional Honoraria (Per Hour Rate)	Annual General Expense Allowance
Trustees	\$29,626.20	\$44.98	\$7,822.25

- Chair receives an additional 32 per cent of trustee annual honoraria in recognition of the additional responsibilities of the role.
- Vice-Chair receives an additional 12 per cent of trustee annual honoraria in recognition of the additional responsibilities of the role
- Annual general expense allowance: home office costs, supplies, additional technology. Laptop provided by RVS
- Extended health & dental plans and health care spending account
- \$12,000/term to attend trustee development
- Select expenses including mileage

Important Dates: September to December 2025

Sept. 25	Candidate Information Session	9:30 – 11:30 a.m.
Oct. 20	Election Day	
Oct. 23	Board Orientation	9:30 a.m. – 4 p.m.
Oct. 28	Board Orientation	9:30 a.m. – 4 p.m.
Oct. 30	Organizational and Board Meeting	9:30 a.m. – 4:30 p.m.
Nov. 6	Board Meeting	9:30 a.m. – 4:30 p.m.
Nov. 6	Joint Board/School Council Meeting	5:30 – 7:30 p.m.
Nov. 13	Board Orientation	9:30 a.m. – 4 p.m.
Nov. 16 – 18	ASBA Fall General Meeting (Edmonton)	
Nov. 27	Board Meeting	9:30 a.m. – 4:30 p.m.
Dec. 4	Board Orientation	9:30 a.m. – 4 p.m.
Dec. 11	Board Meeting	9:30 a.m. – 4:30 p.m.

RVS Website

Visit the RVS website for:

- Candidate information and forms
- Learn more about RVS
- Access to this presentation
- Link to ASBA campaign website
- Links to Local Authorities Election Act, Education Act
- Access to Board policies

Nomination Day

- Required forms to file your nomination
- Photo of yourself, colour, 4 x 5"
- Identification at the time of filing your papers
- School Board Election Release of Candidate Information
- Form 4: Candidate Nomination Paper and Acceptance
- Form 5: Candidate Financial Information
- Form 11: Enumerator, Candidate or Official Agent Proof of Identification
- Form 26: Campaign Disclosure Statement and Financial Statement
- Forms 12, 16 and 28 are only required if you plan to utilize these positions or have third party advertising

Nomination Day



FORM 4

NOMINATION PAPER AND CANDIDATE'S ACCEPTANCE *Local Authorities Election Act (Sections 12, 21, 22, 23, 27, 28, 47, 68.1, 151, Part 5.1) Education Act (Sections 4(4), 74)*

NOTE: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 21 and 27 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact

Michelle Groff, Returning Officer, at (403) 863-6693; OR
RVS'FOPI Coordinator(busops@rockyview.ab.ca)

The Board of Trustees of Rocky View School Division Requires Trustee Candidates to provide 20 Elector names and signatures as approved under Bylaw 2024-02, on December 12, 2024 for the Local Jurisdiction: The Rocky View School Division, in the province of Alberta. The Board of Trustees has also passed bylaw 2024-03 that will require a deposit in the amount of \$100.00 to be paid when applying for nomination.

We, the undersigned electors of The Rocky View School Division, Ward Number _____, nominate

(Candidate's Surname) (Given Names) OF

(complete address) City Province Postal Code

As a candidate at the election about to be held for the office of **School Board Trustee of the Rocky View School Division**, Signatures of at least **20 ELECTORS ELIGIBLE TO VOTE** in this election in accordance with sections 27 and 47 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act*.

If a city or a board of trustees under the *Education Act* passes a bylaw under section 27(2) of the *Local Authorities Election Act*, then the signatures of up to 100 electors eligible to vote may be required.

Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector

CANDIDATE'S ACCEPTANCE

I, the above named candidate, solemnly swear (affirm)

- THAT I am eligible under sections 21 and 47 (and section 12, in the case of summer villages) of the *Local Authorities Election Act* and section 4(4) and 74 of the *Education Act* (if applicable) to be elected to the office;
- THAT I am not otherwise disqualified under section 22 or 23 of the *Local Authorities Election Act*;
- THAT I will accept the office if elected;
- THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1, and 151 and Part 5.1 of the *Local Authorities Election Act* and sections 4(4) and 74 of the *Education Act* (if applicable) and understand their contents;
- THAT I am appointing

Name, Contact information or Complete Address and Postal Code and Telephone Number of Official Agent (if applicable) as my Official Agent.

- THAT I will read and abide by the municipality's code of conduct if elected (if applicable); and
- THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and the *Education Act* and resident in the local jurisdiction on the date of signing the nomination.

Print name as it should appear on the ballot

(Candidate's Surname) (Given Names) (may include nicknames, but not titles, i.e. Mr., Ms, Dr.)

SWORN (AFFIRMED) BEFORE ME

at the _____ of _____, in the Province)

of Alberta, this _____ day of _____, 2025.)

(Candidate's Signature)

(Signature of Returning Officer or Commissioner for Oaths)

RETURNING OFFICER'S ACCEPTANCE

Returning Officer signals acceptance by signing this form:

Signature of Returning Officer

IT IS AN OFFENCE TO SIGN A FALSE AFFIDAVIT OR A FORM THAT
CONTAINS A FALSE STATEMENT

Role of the Trustee

- Questions about the election and nomination process should be directed to Returning Officer, Michelle Groff
 - 403-863-6693
 - mgroff@rockyview.ab.ca
- Questions?

Connect With Us

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 www.rockyview.ab.ca

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All links in this
presentation can
be accessed via
this QR code.