



## REGULAR MEETING OF THE BOARD OF TRUSTEES

HELD VIRTUALLY

**FEBRUARY 4, 2021**

*10:00 a.m. Regular Board Meeting*

### **AGENDA**

1. Call to Order
2. Ratification to Proceed with Virtual Meeting
3. Approval of Agenda
4. In Camera Session
5. Approval of Minutes
  - a) Regular Board Meeting – January 21, 2021
6. Exemplary Practice/ Student Showcase
  - a) Bow Valley Virtual Shakespeare in the Park
7. Superintendent's Report
8. Chair's Report/Correspondence
9. Committee Reports
  - a) Policy (w/motions)
  - b) Planning
  - c) Other
10. Trustee Reports
11. New Business
12. Adjournment

This unofficial agenda is subject to change and is not *official* until approved at the Board meeting.



# EXEMPLARY PRACTICE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

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**Date of Meeting:** Feb. 4, 2021

**Showcase Name:** Bow Valley Virtual Shakespeare in the Park

**Teacher:** Adrienne Fossheim

**Student Presenters:** Toby Carter, Sophie Harris, Tanner Gerhardi, Charlotte Vos, Shawna Frearson, Jett Devost, Arden Lowe, Finn Pitman

## **Project Description**

With COVID-19 hindering the ability of performing arts programs to mount productions, schools like Bow Valley have had to find creative ways to present drama productions. This year, Bow Valley produced a virtual Shakespeare in the Park.

Written and adapted by Bow Valley Performing Arts Teacher, Adrienne Fossheim, the performance featured a selection of solo monologues and distanced scenes taking viewers through William Shakespeare's greatest plays, including Romeo and Juliet, Macbeth, Hamlet and Julius Caesar, with narration provided by the Bard himself, as portrayed by Tanner Gerhardi.

Throughout the development of the production, the performing arts students demonstrated the ability to adapt to frequent changes. Rehearsals took place at Mitford's outdoor stage and followed safety protocols. The production was initially planned as an outdoor performance but shifted after COVID-19 restrictions were strengthened. Instead, the play was filmed in Bow Valley's gym and posted to YouTube, where it is still available to be viewed on [Bow Valley's channel](#).

The production garnered attention in the community and was profiled by [CochraneNow.com](#) in January.



**SUPERINTENDENT'S REPORT**  
REGULAR MEETING OF THE BOARD OF TRUSTEES

**FEBRUARY 4, 2021**

**AGENDA**

1. 2021-2022 Board Meeting Dates

**ACTION**

Directive

A handwritten signature in black ink, appearing to read "Greg Luterbach", with a small star-like mark above the final letter of the last name.

Greg Luterbach  
Superintendent of Schools



# COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

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**Item:** 2021/2022 Board Meeting Schedule

**Date of Meeting:** February 4, 2021

## **Background:**

At the Board of Trustees meeting on Jan. 21, Superintendent Luterbach brought forward for the Board's consideration a proposed Board Meeting Schedule for 2021/2022. The proposed schedule reflected the direction as outlined in Board Policy 7 – Board Operations with some minor adjustments due to holidays and school breaks. After some debate, the following motion was carried by the Board:

*MOTION BY TRUSTEE JIM FORREST:*

*The Board of Trustees refer the 2021/2022 Board Meeting Schedule to the Board Planning Committee for further discussion.*

## **Current Status:**

The Board Planning Committee discussed the proposed Board meeting schedule during their Jan. 21 meeting. The Committee discussed both Board meeting dates and Planning Committee dates at the same time to gain a better perspective of the Board schedule for the 2021/2022 year, as well as other events and activities that typically happen during the first year after School Board elections.

Discussion focused primarily on the months of November and February. In November, given the fiduciary responsibility of the Board to review and approve the Audited Financial Statements, and the amount of time administration and the Audit Committee need to complete a fulsome audit, a Board meeting is required on the last Thursday of the month to ensure the work is complete. The proposed schedule includes three Board meetings in November – the first, third and fourth Thursday of the month. This is similar to the schedule from the last few years. The Committee discussed that November would also be a time for onboarding the 2021-2025 Board of Trustees which will require additional time for orientation and PL.

For the month of February 2022, the proposed schedule follows the guidance found in board policy regarding meeting dates and proposes the first and third Thursdays of the month. This is not often possible due to the Family Day holiday but given the lateness of the February Break week in 2022 (Feb 21-25) the first and third Thursday are possible for this coming year. The Committee reviewed the schedules of previous years and the Board work plan and discussed the possibility and impacts of reducing to one meeting date in February.

## **Recommendation:**

The Board Planning Committee recommends that the proposed 2021/2022 Board Meeting schedule be amended by:

1. Changing the November 18, 2021 meeting to a full day Planning Committee meeting.
2. Removing the February 17, 2022 date from the schedule.

# DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

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**Item:** Board Meeting Schedule 2021/2022

**Date of Meeting:** January 21, 2021

**Background:**

As per Board Policy 7, regular meetings of the Board will typically occur on the first and third Thursdays of each month. Due to the trustee election, holidays and specific Alberta Education requirements, the schedule may need to vary from the first and third Thursday of each month.

**Current Status:**

It is proposed that the typical meeting schedule be altered to:

- allow administration to better support school start-up matters by moving the Board meetings in September to the second and fourth Thursdays of the month;
- due to the election, the organization meeting and Board meeting would need to be on fourth Thursday in October;
- add a third meeting in November to provide the necessary time for the auditors to review and finalize the audited financial statements by November 30th;
- hold only one meeting in December two weeks after the third meeting in November;
- in March move to the second and fourth Thursdays due to the break in February;
- second meeting April moved to fourth week due to Spring break;
- remain on second and fourth weeks for May and June to better balance the meetings.

The proposed meetings for 2021/2022 school year are as follows:

Thursday, September 9	9:30 a.m.	Regular Board Meeting
Thursday, September 23	9:30 a.m.	Regular Board Meeting
Thursday, October 7	9:30 a.m.	Regular Board Meeting
Thursday, October 28	9:30 a.m.	Organizational and Regular Board Meetings
Thursday, November 4	9:30 a.m.	Regular Board Meeting
Thursday, November 18	9:30 a.m.	Regular Board Meeting
Thursday, November 25	9:30 a.m.	Regular Board Meeting
Thursday, December 9	9:30 a.m.	Regular Board Meeting
Thursday, January 6	9:30 a.m.	Regular Board Meeting
Thursday, January 20	9:30 a.m.	Regular Board Meeting
Thursday, February 3	9:30 a.m.	Regular Board Meeting
Thursday, February 17	9:30 a.m.	Regular Board Meeting

# DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

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Thursday, March 10	9:30 a.m.	Regular Board Meeting
Thursday, March 24	9:30 a.m.	Regular Board Meeting
Thursday, April 7	9:30 a.m.	Regular Board Meeting
Thursday, April 28	9:30 a.m.	Regular Board Meeting
Thursday, May 12	9:30 a.m.	Regular Board Meeting
Thursday, May 26	9:30 a.m.	Regular Board Meeting
Thursday, June 9	9:30 a.m.	Regular Board Meeting
Thursday, June 23	9:30 a.m.	Regular Board Meeting

**Alternatives:**

**Alternative I**

The Board of Trustees approves the 2021/2022 Regular Board meeting schedule as outlined above.

**Alternative II**

The Board of Trustees amends the 2021/2022 Regular Board meeting schedule as outlined above and approves as amended.

**Recommendation:**

The Board of Trustees approves the 2021/2022 Regular Board meeting schedule as outlined above.