



REGULAR MEETING OF THE BOARD OF TRUSTEES

HELD VIRTUALLY

MARCH 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 Meeting
5. Motions Arising from In Camera
6. Approval of Minutes
 - a) Regular Board Meeting – February 4, 2021
7. Exemplary Practice/ Student Showcase
 - a) RVS Student Leadership Academy, Project ROAR
8. Superintendent's Report
9. Chair's Report/Correspondence
10. Committee Reports
 - a) Budget (w/motion)
 - b) School Councils
 - c) Planning
 - d) Other
11. Trustee Reports
12. New Business
13. 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

- Date of Meeting:** March 4, 2021
- Showcase Name:** RVS Student Leadership Academy – Project ROAR
- Teachers:** Lauren Curry
- Student Presenters:** Rylie Dolhan (Gr 12, Chestermere High School)
Toby Carter (Gr 11, Bow Valley High School)
Kaisha Snyder (Gr 11, W.H. Croxford High School)
- Other Participants:** Alison Turner, Aja Coe (Online Learning Lead Teachers)

Project Description

Project ROAR (Reach Out And Reconnect) is a pilot online mentorship program for elementary and middle school learners. The program is designed and implemented by high school student leaders in the RVS Student Leadership Academy (RVSLA). These student mentors are currently completing their AHS Community Helpers training in mental health support.

Project ROAR features monthly online support sessions with groups of younger students and their older student mentors, as well as personal “buddy time” for specific tasks like games, homework help or technical support questions. The program is meant to nurture connection during this challenging time, and allows RVSLA student leaders the opportunity to practice mentorship skills while empowering younger students in the current online learning environment.

Year 2 RVSLA students will present their ongoing learning journey with Project ROAR. In a normal year, these students would be organizing RVS’ annual Middle School Leadership Conference. Due to COVID-19, the students have had to adapt to find new ways to engage and support younger students in the division.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

MARCH 4, 2021

AGENDA

- | | ACTION |
|--|---------------|
| 1. Rocky View County Joint Use Agreement Committee | Directive |
| 2. Impact of Provincial Budget | Information |
| 3. Prince of Peace Lutheran School Update | Information |

A handwritten signature in black ink, appearing to read "Greg Luterbach", with a stylized flourish at the end.

Greg Luterbach
Superintendent of Schools

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Rocky View County – Joint Use Agreement Committee

Date of Meeting: March 4, 2021

Background:

Rocky View County (RVC) voted to terminate the 1998 Reserves Agreement at the RVC council meeting on Oct. 22, 2019. The reserves agreement included RVC and two School Divisions: Calgary Catholic School Division (CCSD) and Rocky View Schools (RVS).

Since the termination date, Dec. 1, 2020, RVS has received all outstanding Cash in Lieu funds.

Section 670.1(1) of the Municipal Government Act outlines that the municipality must, within 3 years after this section comes into force (September 1, 2020), enter into an agreement with the school division(s).

Current Status:

Rocky View County has indicated its intent to draft a new Joint Use/Reserve Agreement with input from the three School Divisions (CCSD, FrancoSud and RVS) in the region.

The Airdrie Reserves Land Ad Hoc Committee finalized the Reserves Agreement with the City of Airdrie, RVS, CCSD and FrancoSud in 2019. This Committee was an Ad Hoc Committee of the Board with Trustee and Administration members.

On Jan. 22, 2021 the Board chairs and staff of the three school divisions met and agreed to form an Ad Hoc committee, similar to the Airdrie Reserves Land Ad Hoc Committee, to develop the Joint Use/Reserve Agreement with the County. Each school division will be represented by up to two trustees and by their applicable administrative staff.

RVS' Board Policy 8 outlines that the Board may delegate specific powers and duties to committees of the Board, established by the Board, subject to the restrictions outlined in the Education Act. Although membership on committees is typically set on an annual basis at the organizational meeting, Ad Hoc Committees may be formed throughout the year with Committee members appointed by Board motion at a Board meeting.

Administration is recommending that two trustees represent RVS on the Ad Hoc Committee along with two staff members (Larry Paul, Associate Superintendent of Business and Operations and Colette Winter, Director of Operations). The primary role of the committee members will be to assist with the development of the RVC Joint Use/Reserves Agreement.

Section 670.1(3) of the MGA states that the Joint Use/Reserves agreement must contain the provisions outlined in the draft Ad Hoc Committee Terms of Reference. The draft Terms of Reference have been included in Appendix A.

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Alternatives:

Alternative I

The Board of Trustees approves the creation of an Ad Hoc Committee for the development of the RVC Joint Use/Reserves Agreement, using Terms of Reference as outlined in Appendix A.

The Board of Trustees approves the appointment of Trustee Hunter and Trustee Sproule to be the 20/21 trustee representatives on the RVC Joint Use/Reserves Agreement Ad Hoc Committee.

Alternative II

The Board of Trustees approves the creation of an Ad Hoc Committee for the development of the RVC Joint Use/Reserves Agreement, with an amended Terms of Reference.

The Board of Trustees approves the appointment of Trustee Hunter and Trustee Sproule to be the 20/21 trustee representatives on the RVC Joint Use/Reserves Agreement Ad Hoc Committee.

Alternative III

The Board of Trustees tables creation of the proposed Ad Hoc Committee and requests administration bring it back to the Board for consideration at a future meeting date.

Recommendation:

The Board of Trustees approves the creation of an Ad Hoc Committee for the development of the RVC Joint Use/Reserves Agreement, using Terms of Reference as outlined in Appendix A.

The Board of Trustees approves the appointment of Trustee Hunter and Trustee Sproule to be the 20/21 trustee representatives on the RVC Joint Use/Reserves Agreement Ad Hoc Committee.



RVC Joint Use/Reserves Agreement Committee

Terms of Reference

Purpose: To develop a Joint Use/Reserves Agreement with Rocky View County (RVC), Calgary Catholic School Division (CCSD) and FrancoSud.

Membership:

- a) Two trustees, both of whom represent constituents that live in the County;
- b) Associate Superintendent of Business and Operations
- c) Director of Operations
- d) Other Education Centre staff as required
- e) Representatives from RVC
- f) Representatives from CCSD
- g) Representatives from FrancoSud

Authority: Negotiate on behalf of RVS with the parties and recommend that the Board accept the final draft of the Joint Use/Reserves Agreement formed with Rocky View County, CCSD and FrancoSud.

Areas of Focus:

Areas of focus include:

- a) Negotiating, in the best interests of the Board, a Joint Use/Reserves Agreement with RVC that follows the requirements of the Municipal Government Act.
- b) Developing a positive relationship with RVC, CCSD and FrancoSud throughout the process.

Meetings: Dependent on multiple parties. Ongoing until agreement is completed.

Minutes: The Director of Operations shall act as the recording secretary for the Committee.

Remuneration

of Trustees: Trustees will be remunerated according to Board Policy.

Budget: To be established during the Board's annual budget process.

Legislation: *Education Act*
Municipal Government Act (see Appendix A for Legislated Requirements for the Agreement)



RVC Joint Use/Reserves Agreement Committee

Terms of Reference

Appendix A

- (a) establishing a process for discussing matters relating to
 - (i) the planning, development and use of school sites on municipal reserves, school reserves and municipal and school reserves in the municipality,
 - (ii) transfers under section 672 or 673 of municipal reserves, school reserves and municipal and school reserves in the municipality,
 - (iii) disposal of school sites,
 - (iv) the servicing of school sites on municipal reserves, school reserves and municipal and school reserves in the municipality, and
 - (v) the use of school facilities, municipal facilities and playing fields on municipal reserves, school reserves and municipal and school reserves in the municipality, including matters relating to the maintenance of the facilities and fields and the payment of fees and other liabilities associated with them,
- (b) respecting how the municipality and the school board will work collaboratively,
- (c) establishing a process for resolving disputes, and
- (d) establishing a time frame for regular review of the agreement,

and may, subject to this Act, the regulations, the *Education Act* and the regulations under that Act, contain any other provisions the parties consider necessary or advisable.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Impact of Provincial Budget

Date of Meeting: March 4, 2021

Background:

In February 2020 a new funding framework was introduced by the province significantly changing how grants to school jurisdictions were determined and allocated. Also introduced was a weighted moving average (WMA) enrolment calculation methodology which incorporates a graduated funding model for new student enrolments over a three-year period. Minor adjustments were made to the framework later in the spring and fall of 2020.

Preliminary funding profiles were provided to each Board detailing how government revenue would be allocated to each Board. In late April 2020 revised funding profiles were provided and in early May the jurisdiction received their funding commitment letter from government for the 20/21 school year along with the Funding Manual for School Authorities.

Given the new WMA method, government revenue did not fluctuate from the funding profile after Sept 30th final enrolments were completed.

Government had repeatedly stated that K-12 provincial education spending would remain stable at \$8.2 billion for the next few years.

Current Status:

In Budget 2021 and subsequent ministry and media releases, government said:

“It is critical that Alberta students receive a world-class, high-quality education – and that starts with stable funding for school authorities. Our commitment to stable and predictable education funding is why we introduced the new K-to-12 funding model in 2020. We remain committed to providing school authorities with the resources they require to support safe learning for all Alberta students. Approximately \$130 million will be provided to school authorities in COVID mitigation funding that would have been removed from the education system because fewer students enrolled in the 2020-21 school year.” - Travis Toews, President of Treasury Board and Minister of Finance.

“Part of protecting lives and livelihoods during this pandemic is a safe, well-funded and high-quality education system and that’s exactly what our government is providing. This school year we did not penalize school boards for the reduced enrolment they experienced during COVID-19, nor will we in the upcoming school year. I am proud to uphold our commitment to maintain education funding, especially with the fiscal challenges the province is facing.” - Adriana LaGrange, Minister of Education.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

“The Capital Plan includes new funding for the construction and modernization of 14 schools as part of the overall \$1.6-billion investment in education. Details on the new school projects will be provided in the coming weeks.”

“The three-year Capital Plan includes \$140 million for the province’s Modular Classroom Program, an increase of \$60 million in 2021-22, which allows for the strategic placement of modular classrooms to efficiently address student capacity requirements.”

“In Budget 2021, expected savings from labour efficiencies are being reinvested to fight COVID-19, support core health and education programs, and prepare for economic recovery. While we protect our funding in education and necessarily increase funding in health, we are, over the course of the fiscal plan, bringing down overall per capita program expense. The prudent management of tax dollars positions Alberta for economic and fiscal recovery.” - Travis Toews, President of Treasury Board and Minister of Finance.

“Alberta Education will continue to examine the funding under the Learning Support Funding grants in order to ensure that our most vulnerable students and children are supported. Budget 2021 will provide an additional \$40 million to the Learning Support Funding envelope.” - Adriana LaGrange, Minister of Education.

“Because of potential adjustments to funding under the Learning Support Funding grants, Alberta Education is not issuing funding profiles to school authorities at this time. The new funding manual will be posted, and your school authority’s funding profile will be provided to you, by March 31, 2021 at the latest.” - Adriana LaGrange, Minister of Education.

“Again, I am committing that no school authority will receive less funding in 2021/22 than they did in 2020/21 due to the provision of the aforementioned COVID-19 mitigation funding, which will allow the model to continue to operate, as well as the provision of planned bridge funding.” - Adriana LaGrange, Minister of Education.

WMA calculation method for RVS will be based on:

2019/20 (20%)	2020/21 (30%)	2021/22 (50%)
Actuals	2020/21 Projected	2021/22 projected

This is positive news for RVS as, like many other jurisdictions, less students attended RVS in 2020/21 than we projected.

We await the specific funding profile to confirm the details.

Recommendation:

The Board of Trustees acknowledges receipt of the Impact of Provincial Budget report as presented.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Prince of Peace Lutheran School Update

Date of Meeting: March 4, 2021

Background:

Prince of Peace Lutheran School is a RVS K to Gr. 9 school offering faith-based programming. It serves families in Chestermere, Langdon, rural Rocky View County, Calgary and Airdrie. The school currently has 374 students and 36 staff. Prince of Peace Lutheran School was originally a private school which in 2006 officially became part of RVS and has been a Christian school of choice in RVS since that time.

RVS has made numerous attempts in previous years to remain in the building including requesting the Government of Alberta purchase the property and making two purchase bids ourselves. With those efforts unsuccessful, we were able to negotiate the extension of RVS' lease agreement in March of 2019.

Sage Properties presented RVS with a lease proposal during the final stages of the community consultation. The Board agreed to the lease which commenced Sept. 1, 2019 for a term of 5 years with either party being able to end the lease with 18 months notice.

Current Status:

In early February 2021, RVS received official notice from the landlord of the Prince of Peace Lutheran School property (Sage Properties Corp.) that it is executing its right to terminate its lease with RVS effective Aug. 5, 2022. On February 12th the Board informed families and staff by way of a letter (see attached) about the decision of Sage Properties.

RVS is disappointed with the future loss of the property as it has been home to the Prince of Peace Lutheran School community and has served its students and staff well. Space for students is a growing need in RVS. Losing the school site requires the Board of Trustees and RVS administration to explore options and decide on the future of the school. These are early days in that process and discussions have begun.

The Board and administration share in our Prince of Peace families and staff's disappointment and understand the uncertainty this creates. RVS remains committed to exploring options in a timely manner and to supporting students, families and staff in the transition wherever that takes the school.

Recommendation:

The Board of Trustees acknowledges receipt of the Prince of Peace Lutheran School Update as information.



Feb. 12, 2021

Dear Prince of Peace Lutheran School families,

I am writing to you today on behalf of the Rocky View Schools (RVS) Board of Trustees to share some unfortunate news. RVS received official notice from the landlord of the Prince of Peace Lutheran School property (Sage Properties Corp.) that it is terminating its lease with RVS effective Aug. 5, 2022.

RVS has made numerous attempts in previous years to remain in the building including requesting the Government of Alberta purchase the property and making two purchase bids ourselves. With those efforts unsuccessful, we were able to negotiate the extension of RVS' lease agreement in March of 2019. The termination of the lease leaves us with no further options to remain in the school in our existing structure and format.

I understand this is likely upsetting and raises questions about the future of the school. Please know we share your disappointment with this news, and the Board is committed to working with RVS administration to support our students and families throughout the transition wherever that takes us.

Thank you for your patience and understanding as we work through potential solutions and next steps as it will take the Board and RVS administration some time to explore options. Please be assured we will work closely with the school's administration throughout this process, and we will keep you informed as we know more.

Sincerely,

Fiona Gilbert
Board Chair

cc: Greg Luterbach, Superintendent, RVS

Ward 1 Shali Baziuk Vice-Chair 403.850.5758	Ward 2 Patty Sproule 403.936.2385	Ward 3 Jim Forrest 587.216.3224	Ward 3 Melyssa Bowen 403.835.6673	Ward 3 Todd Brand 403.608.2710	Ward 4 Norma Lang 403.921.0303	Ward 5 Judi Hunter 403.888.1831	Ward 6 Fiona Gilbert Chair 403.200.8968
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DIRECTIVE FOR ACTION



TO: BOARD OF TRUSTEES

FROM: BUDGET COMMITTEE

Item: 2021/2022 Budget Development Process

Date of Meeting: March 4, 2021

Background:

On an annual basis the Board is responsible to approve the Board Budget as outlined in Policy 2 – Role of the Board and AP5001 – Annual Division Budget.

Current Status:

The following timeline for the development of the 21/22 operating budget includes budget priorities, fees, department budgets, allocation formula considerations and approval.

Date	Activity	Participants
Feb 11	Review budget development process	Board Planning Committee
	Review preliminary budget assumptions <i>[Enrollment projections, Revenue projections, Staff unit costs]</i>	Board Budget Committee
Feb 25	Provincial Budget	Minister of Education
Feb 26	School by school enrollment projections released	Director of Operations
Mar 4	Board to consider the budget development process	Board of Trustees
	Develop Board budget priorities Discuss fee parameters	Board Planning Committee
	Preliminary review and input on Provincial Budget	Board Budget Committee
	School by school enrollment projections finalized	All Administrators / Director of Operations
Mar 8	Overview of draft Board Budget Priorities	Executive/Directors
	Overview of recommended staff unit costs, enrollment projections on a school by school basis and for the total Division	Director of Finance / Director of Operations
	Consult with Executive/Directors about department and divisional priorities	Superintendent
Mar 9	Consult with Administrators regarding allocation formulas	Superintendent
Mar 18	Board to consider Budget Priorities	Board of Trustees

DIRECTIVE FOR ACTION



TO: BOARD OF TRUSTEES

FROM: BUDGET COMMITTEE

Mar 19	Release school fee templates for schools to complete	Director of Finance
Mar 26	Approve and Release school allocation formula	Superintendent
	Open school and department budget templates	Director of Finance
Apr 16	Submission of department budgets due	Executive/Directors
Apr 20/21	Review draft departmental budgets Review allocation formulas <i>[2 half day afternoon sessions]</i>	Executive/Directors
Apr 23	Submission of 2021/22 School Fees due Submission of school budgets due	All Administrators
May 6	Review proposed school, bus and community use fees	Board Planning Committee
	Review EC departmental budgets	Board Budget Committee
May 13 *additional Board meeting	Table proposed school, bus and community use fees with Board of Trustees for consideration	Board of Trustees
May 20	Table draft budget with Board of Trustees for consideration	Board of Trustees
May 21	Communicate approved budget to departments and schools	Superintendent / Director of Finance
May 31	Disseminate approved budget to Ministry, MLAs, School Communities	RVS

Alternatives:

Alternative I:

The Board approves the 2021/2022 Budget Development Process as presented.

Alternative II:

The Board approves the amended 2021/2022 Budget Development Process.

Alternative III:

The Board refers the matter back to the Budget Committee for further discussion.

Recommendation:

The Board approves the 2021/2022 Budget Development Process as presented.