



ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES
GENESIS PLACE – ROTARY ROOM
 800 EAST LAKE BLVD.
 AIRDRIE, AB

OCTOBER 28, 2021
 9:30 A.M.

AGENDA

1. Call to Order by Larry Paul, Associate Superintendent of Business and Operations
2. Swearing/Affirmation of Trustees
3. Approval of Agenda
4. Request for Secret Ballot for Chair and Vice Chair Positions
 (Section 9(d) Board Procedures Regulation 82/2019 of the Education Act attached) – Does any Trustee desire a secret ballot?
5. Appointment of Ballot Committee (if required)
6. Election of Chair of the Board of Trustees for the 2021-2022 School Year
 - a. Nominations
 - b. Candidate Statements
7. Turn Over of Chair
8. Election of Vice-Chair of the Board of Trustees for the 2021-2022 School Year
 - a. Nominations
 - b. Candidate Statements
9. Destruction of Ballots (if required)
10. Appointments to Committees and Board Representatives
 - a. The Board of Trustees eliminates the RVC Joint Use/Reserves Agreement Committee
 - b. The Board of Trustees approves the 2021/2022 Committee Appointments & Representatives as presented

RVS Board Representatives		
A.	Teacher Employer Bargaining Association (TEBA)	Trustee
B.	Professional Development Leave (PDLC)	Two Trustees
C.	Alberta School Boards' Association (ASBA) Zone 5	Two Trustees
D.	Inclement Weather	One Trustee Representative Per Area Chestermere Airdrie Crossfield / Kathryn / Beiseker Bragg Creek / Springbank Cochrane/Westbrook/Bearspaw
E.	School Council Meetings	One Trustee Representative Per Council (area specific, including two new online schools) RVSO - RVEMO -

F.	Springbank Park for All Seasons	Ward 5 Trustee
G.	RVS Adult Learning Advisory Board	Unfilled
H.	Cochrane Parks and Recreation	Ward 6 Trustee
I.	Langdon Stakeholder Advisory Group	Ward 2 Trustee
J.	RVC Joint Use/ Reserves Agreement	Two Trustees
K.	South Springbank Stakeholder Advisory Group	Ward 5 Trustee

RVS Board Committee Membership		
A.	Advocacy	Chair ASBA Zone 5 Rep Trustee
B.	Agenda Planning	Chair Vice Chair
C.	Appeals	Three Trustees
D.	ASBA	Three Trustees: Zone 5 Rep – Zone 5 Rep – Trustee
E.	Audit	Trustee from previous year Trustee
F.	Board Planning	All Trustees
G.	Budget	All Trustees
H.	Expulsion	Three Trustees
I.	Labour Relations	Three Trustees: TEBA Rep Two Trustees
J.	Policy	Three Trustees
K.	School Councils	Vice Chair Three Trustees

11. Adjournment

(4) Notwithstanding subsection (1), when the number of trustees at a meeting is less than a quorum because one or more trustees have declared a conflict of interest with respect to a matter before the board at the meeting, the Minister may order that the remaining trustees are deemed to be a quorum for the purpose of deciding that matter.

Voting on questions

8(1) All resolutions must be submitted to a board by the chair of the board or a trustee, and no seconder is required.

(2) The chair of the board and every trustee present at a meeting of the board must vote for or against every question unless

- (a) in a specific case, the chair or a trustee is excused by resolution of the board from voting, or
- (b) the chair of the board or a trustee has a pecuniary interest in the matter and abstains from voting as required by section 88(1) of the Act.

(3) The secretary of the board must, whenever a recorded vote is requested by a trustee, record in the minutes the name of each trustee present and whether the trustee voted for or against the matter.

(4) Notwithstanding subsection (3), the secretary of the board must, immediately after a vote is taken and on the request of a trustee, record in the minutes the name of that trustee and whether that trustee voted for or against the matter or abstained.

Required votes

9 At a meeting of a board the following applies:

- (a) each question must be decided by a majority of the votes of the trustees present;
- (b) in case of an equality of votes, the question must be decided in the negative;
- (c) a vote on a question must be taken by open vote;
- (d) notwithstanding clause (c), with respect to the election of a chair of the board or a vice-chair of the board, if one or more trustees request that the vote be by secret ballot, the vote must be by secret ballot.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Item: Elimination of RVC Joint Use/Reserve Agreement Committee

Date of Meeting: October 28, 2021

Background:

On March 4, 2021, in an effort to move forward the creation of a new joint use / reserves agreement with Rocky View County, the Board approved an ad hoc committee focused on developing such a joint use / reserves agreement with Rocky View County.

Current Status:

It is felt that making the committee an RVS committee is not the best structure for this collaborative work. Administration believes the best approach to move this forward would be to disband the ad hoc committee and appoint two RVS trustees to be representatives on a working group with representatives from all four parties (RVS, CCSD, FrancoSud, Rocky View County). The net effect is the same, but it would not be a Rocky View School committee.

The ad hoc committee had not met yet.

Alternatives:

Alternative I

The Board of Trustees approves the elimination of the ad hoc RVC Joint Use/Reserves Agreement Committee.

Alternative III

The Board of Trustees refers the elimination of the ad hoc RVC Joint Use/Reserves Agreement Committee to the Planning Committee.

Recommendation:

The Board of Trustees approves the elimination of the ad hoc RVC Joint Use/Reserves Agreement Committee.



REGULAR MEETING OF THE BOARD OF TRUSTEES
GENESIS PLACE – ROTARY ROOM
800 EAST LAKE BLVD.
AIRDRIE, AB

OCTOBER 28, 2021
10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
 - a) Regular Board Meeting – October 7, 2021
4. Superintendent's Report
5. Chair's Report/Correspondence
6. Committee Reports
 - a) Planning
 - b) Other
7. Trustee Reports
8. New Business
 - a) Indigenous Advisory Committee Terms of Reference and appointment
 - b) Student Transportation Committee Terms of Reference and appointment
9. In Camera Meeting
10. Adjournment

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



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

OCTOBER 28, 2021

AGENDA

1. Modular Requests

ACTION

Directive

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

Greg Luterbach
Superintendent of Schools

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: 2022 Modular Classroom Planning

Date of Meeting: October 28, 2021

Background:

- The term *modular unit* is used to describe a moveable classroom built at a central location and transported to schools across Alberta. Modular units have long been used as added space for overcrowding schools and are a cost-effective way to allow for the expansion and contraction of a school building as student population fluctuates.
- Provincial funding, through Alberta Education's Annual Modular Classroom Program, is provided for the addition of new or the relocation of existing modular units to ease enrolment pressures in communities where school jurisdictions are experiencing high student enrolment growth. Funding may also be provided for the replacement of existing portable classrooms due to demonstrated health and safety issues.
- Modular units can be attached directly to a core school by using a "connecting link" or remain as freestanding units (i.e., not attached to the main school structure). A connecting link is the connecting corridor used when attaching modular units to the permanent building.
- With the additional 12 units approved in the Spring, RVS will have 385 modular classrooms on our schools. See Attachment A.
- Annually, Alberta Education requires school districts across the province to review their accommodation needs to determine the demand for additional modular units. As of November 1, 2021, the submission for modular units is to be submitted to Alberta Education for their consideration.

Current Status:

- September 30, 2021, enrolments have been received and reviewed. During the review it has become apparent RVS continues to experience areas of growth needing to be addressed in a timely manner.
- The schools, identified by priority on Table 1, require the addition of modular units for the 2022-23 school year. Prioritization and number of units being requested is based on expected accommodation changes, projected enrolments, and utilization numbers. The projected utilization rates, identified below by year, do not consider the additional capacity that is being requested through the addition of modular units (if approved).

Table 1

Priority	School	Municipality	Number of new Additional Modular Unit Request	2021	2022	2023
1.	Mitford	Cochrane	2 units	101%	103%	104%
2.	Fireside	Cochrane	4 units	96%	104%	114%
3.	Northcott Prairie	Airdrie	6 units	97%	103%	108%
4.	George McDougall	Airdrie	6 units	91%	104%	109%

* Mitford School Facility houses two distinct schools. Also, the 'accommodation capacity' is 600, whereas the Provincial Capacity is 665.

DIRECTIVE FOR ACTION



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Alternatives:

Alternative I:

The Board of Trustees approves the submission to the Province for the additional 18 units in priority as outline in the chart.

Alternative II:

The Board of Trustees approves the submission to the Province for 18 units in a different priority then outlined in the chart.

Alternative III:

The Board of Trustees refers the matter back to Planning Committee for further discussion.

Recommendation:

The Board of Trustees approves the submission to the Province for the additional 18 units in priority as outline in the chart.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Appendix A

LOCATION OF RVS MODULAR CLASSROOMS

School	Number of Modulares	School	Number of Modulares
George McDougall	4	Meadowbrook	6
Ecole Edwards Elementary	8	A.E. Bowers	14
Chestermere Lake Middle	11	Mitford	12
Beiseker	2	Banded Peak	4
Muriel Clayton Middle	10	Ralph McCall	14
RJ Hawkey	10	Nose Creek Elementary	14
Chestermere High	4	Bow Valley	10
Cochrane High	10	Langdon	8
Glenbow Elementary	14	Prince of Peace	2
Prairie Waters Elementary	8	Rainbow Creek Elementary	14
Crossfield Elementary	8	Hérons Crossing	11
Indus	8 (+washroom unit stored onsite)	Sarah Thompson	12
Kathryn	2	East Lake	16
Springbank Middle	4	Heloise Lorimer	10
Elbow Valley Elementary	12	CW Perry	16
Westbrook	10	RancheView	15
Manachaban Middle	8	Cooper's Crossing	12
Springbank High	10	Windsong Heights	11
Elizabeth Barrett	12	Fireside	6
WG Murdoch	4	Northcott Prairie	2
Total Number of Modulares 369			

New Modulares to be installed by 2022

School	Number of Modulares	School	Number of Modulares
Bert Church	8	WH Croxford	6
Manachaban	2		
Total New Modulares 16 (Not included above)			



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Item: Indigenous Advisory Committee Terms of Reference and Appointments

Date of Meeting: October 28, 2021

Background:

Beginning in the spring of 2021, discussions have occurred in the Board's Planning Committee about actions the Board could take to enhance the collective's knowledge and understanding of Indigenous ways of knowing and being. Discussions have also looked for tangible ways of demonstrating the Board's commitment to truth and reconciliation.

Current Status:

The Planning Committee supported the creation of an Indigenous Advisory Committee with trustees, staff, local First Nations and Métis Nation representatives, and students. The purpose of the committee is to provide guidance and support to the Board and the Division as RVS works to create an environment where all students and staff are knowledgeable, understanding, and respectful of the rich diversity of Indigenous cultures while honouring Indigenous history, cultures, languages, and perspectives.

The committee will focus on:

- a) Developing plans to help share and apply foundational knowledge about Indigenous peoples and their ways of being and knowing for the benefit of all students
- b) Advising on how best to support Indigenous student success
- c) Supporting and recommending strategies for reconciliation efforts in schools
- d) Suggesting relevant professional learning/development for all or select groups in RVS
- e) Providing guidance on protocol matters

Alternatives:

Motion #1

Alternative I

The Board of Trustees approves the creation of an Indigenous Advisory Committee with the Terms of Reference as attached.

Alternative II

The Board of Trustees approves the creation of an Indigenous Advisory Committee with the Terms of Reference as amended.

Alternative III

The Board of Trustees refers the creation of an Indigenous Advisory Committee and the Terms of Reference to the Planning Committee.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Recommendation:

The Board of Trustees approves the creation of an Indigenous Advisory Committee with the Terms of Reference as attached.

Motion #2

Recommendation:

The Board of Trustees appoints _____ to the Indigenous Advisory Committee.



Indigenous Advisory Committee

Terms of Reference

Purpose:

To provide guidance and support to the Board and the Division as RVS works to create an environment where all students and staff are knowledgeable, understanding and respectful of the rich diversity of Indigenous cultures while honouring Indigenous history, cultures, languages and perspectives.

Membership:

- a) Two Trustees, one of which must be the Board Chair or Vice-chair
- b) Stoney Nakoda First Nation representative
- c) Tsuut'ina First Nation representative
- d) Elder commonly working with RVS
- e) Métis Nation of Alberta Region 3 representative
- f) Superintendent of Schools
- g) Associate Superintendent of Learning
- h) ATA Local #35 representative
- i) RVS' Indigenous Inclusion Council Chair
- j) Three RVS high school students (two of which must be Indigenous students)

The committee chair will alternate between a Trustee and an Indigenous representative for each meeting.

Authority:

- a) Make recommendations for the Board's consideration related to:
 - a. advancing Indigenous student success
 - b. reconciliation efforts
 - c. creating an environment where all students learn about Indigenous ways of being and knowing
- b) Make recommendations for the Superintendent's considerations related to:
 - a. professional learning for staff
 - b. programs for students
 - c. protocol matters
- c) Request relevant information from the Superintendent

Areas of Focus:

Areas of focus include:

- a) Developing plans to help share and apply foundational knowledge about Indigenous peoples and their ways of being and knowing for the benefit of all students
- b) Advising on how best to support Indigenous student success
- c) Supporting and recommending strategies for reconciliation efforts in schools
- d) Suggesting relevant professional learning/development for all or select groups in RVS
- e) Providing guidance on protocol matters



Indigenous Advisory Committee

Terms of Reference

Meetings:

Five meetings will be scheduled throughout the school year typically in late September, November, January, March, and May.

Minutes:

A meeting summary will be drafted by recording secretary and approved by committee at next meeting.

Remuneration:

Trustees will be remunerated as per Board Policy 27 – Trustee Compensation and Development. External committee members will receive an honorarium as per Administrative Procedure 5110 - Claims for Payment of Travel and Out of Pocket Expenses Appendix D.

Budget:

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



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Item: Student Transportation Committee Terms of Reference and Appointments

Date of Meeting: October 28, 2021

Background:

The Board previously had a Student Transportation Committee until January 9, 2020. At that time, it was eliminated with various areas of focus from the committee shifted to an Appeals Committee, Planning Committee, and administration. Routine transportation accountability reports were scheduled with the Board.

Current Status:

The Planning Committee supported the recreation of the Student Transportation Committee with modified terms of reference. The purpose of the committee will be to hear and provide input and feedback on emerging issues related to student transportation matters.

The committee will focus on:

- a) Reviewing need for and level of transportation fees
- b) Provide input and feedback on emerging student transportation matters
- c) Review student transportation policy annually and suggest changes to Policy Committee
- d) Draft a mandate for Board's consideration for school bus contractors
- e) Discuss and put forward potential advocacy positions related to student transportation for the Advocacy Committee to consider

Alternatives:

Motion #1

Alternative I

The Board of Trustees approves the creation of the Student Transportation Committee with the Terms of Reference as attached.

Alternative II

The Board of Trustees approves the creation of the Student Transportation Committee with the Terms of Reference as amended.

Alternative III

The Board of Trustees refers the creation of the Student Transportation Committee and the Terms of Reference to the Planning Committee.

Recommendation:

The Board of Trustees approves the creation of the Student Transportation Committee with the Terms of Reference as attached.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Motion #2

Recommendation:

The Board of Trustees appoints _____ to the Student Transportation Committee.



Student Transportation Committee

Terms of Reference

Purpose:

To hear and provide input and feedback on emerging issues related to student transportation matters.

Membership:

- a) Two Trustees from rural wards
- b) Two Trustees from urban wards
- c) Associate Superintendent of Business and Operations
- d) Senior Manager of Transportation

The committee chair will be a trustee elected by members of the committee.

Authority:

- a) Review and make recommendations to the Board on student transportation fees
- b) Review and make recommendations to the Board on student transportation operations
- c) Review and make recommendations to the Policy Committee on student transportation policy
- d) Recommend a mandate for the Board to consider in relation to contract terms with school bus contractors
- e) Recommend to the Board potential stakeholder engagements related to transportation issues

Areas of Focus:

Areas of focus include:

- a) Reviewing need for and level of transportation fees
- b) Provide input and feedback on emerging student transportation matters
- c) Review student transportation policy annually and suggest changes to Policy Committee
- d) Draft a mandate for Board's consideration for school bus contractors
- e) Discuss and put forward potential advocacy positions related to student transportation for the Advocacy Committee to consider

Meetings:

Typically, six meetings will be scheduled throughout the school year.

Minutes:

A meeting summary will be drafted by recording secretary and approved by committee at next meeting.

Remuneration:

Trustees will be remunerated as per Board Policy 27 – Trustee Compensation and Development.

Budget:

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