



REGULAR MEETING OF THE BOARD OF TRUSTEES

HELD VIRTUALLY

JANUARY 6, 2022

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Ratification to Proceed with Virtual Meeting
3. Approval of Agenda
4. Approval of Minutes
 - a) Regular Board Meeting – December 9, 2021
5. Exemplary Practice/ Student Showcase
 - a) Recognition of Former Trustees
6. Superintendent's Report
7. Chair's Report/Correspondence
8. Committee Reports
 - a) Budget
 - b) Planning
 - c) Other
9. Trustee Reports
10. New Business
11. Adjournment

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



**UNAPPROVED MINUTES OF THE BOARD OF TRUSTEES
REGULAR BOARD MEETING
RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW
AIRDRIE, ALBERTA**

THURSDAY, DECEMBER 9, 2021

TRUSTEES PRESENT:

Chair, Ward 6 Fiona Gilbert
Vice-Chair, Ward 4 Norma Lang
Ward 2 Shelley Kinley
Ward 3 Fred Burley
Ward 3 Melyssa Bowen
Ward 3 Todd Brand
Ward 5 Judi Hunter
Ward 1 Shali Baziuk

TRUSTEES PRESENT REMOTELY:

TRUSTEES ABSENT (DUE TO BOARD BUSINESS):

ADMINISTRATION PRESENT:

Superintendent of Schools Greg Luterbach
Associate Superintendent of Business and Operations Larry Paul
Director of Communications Tara de Weerd
Communications Officer Christina Waldner

RECORDER:

Executive Assistant Jennie Thompson

CALL TO ORDER:

Vice -Chair Norma Lang called the meeting to order at 9:33 a.m.

REGULAR BOARD MEETING AGENDA

#942-2021 MOTION BY TRUSTEE SHELLEY KINLEY:

The Board of Trustees approves the December 9, 2021, Regular Board meeting agenda as presented.

CARRIED

IN CAMERA

#943-2021 MOTION BY TRUSTEE FRED BURLEY:

The Board of Trustees moves into an in-camera meeting at 9:34 a.m.

CARRIED

Fiona Gilbert joined the meeting at 9:48a.m.

Fiona Gilbert assumed the role of Chair at 9:56 a.m.

OUT OF IN CAMERA

#944-2021 MOTION BY UNANIMOUS CONSENT:

The Board of Trustees moves out of an in-camera meeting at 9:56 a.m.

CARRIED

Chair Fiona Gilbert recessed the meeting at 9:56 a.m.

Chair Fiona Gilbert reconvened the meeting at 10:05 a.m.

MINUTES OF THE BOARD MEETING

#945-2021 MOTION BY TRUSTEE SHELLEY KINLEY:

The Board of Trustees approves the minutes of the November 25, 2021, Regular Board meeting as circulated.

CARRIED

SUPERINTENDENT REPORT

UPDATE ON DRAFT K-6 CURRICULUM ENGAGEMENT IN RVS

The Board of Trustees acknowledges receipt of the update on draft K-6 curriculum engagement in RVS as presented.

ADMINISTRATIVE PROCEDURES UPDATE

The Board of Trustees acknowledges receipt of the administrative procedures update as presented.

CHAIR REPORT/CORRESPONDENCE

The Board of Trustees thanks each and every Rocky View Schools staff member for their commitment to making a positive difference in the lives of students each and every day of the year. The holiday season and the dawn of a new year is a time of hope and joy, and we wish you a holiday time filled with these and many more wonderful things and all the best for the year ahead.

Chair Gilbert acknowledged receipt of two response letters from Minister LaGrange. The first one was a response to a letter dated May 6, 2021, sharing concerns with the lack of information being shared with school boards and Albertans on what impact the measures in school were having to combat the pandemic. The second letter was in response to the Board's Oct. 4 and Nov. 9, 2021, letters advocating for diplomas to be optional for students this year.

BOARD COMMITTEE REPORTS

SCHOOL COUNCILS COMMITTEE REPORT FROM TRUSTEE MELYSSA BOWEN:

The Board of Trustees acknowledges receipt of the School Councils Committee Report as presented.

PLANNING COMMITTEE REPORT FROM TRUSTEE FIONA GILBERT:

The Board of Trustees acknowledges receipt of the Planning Committee Report as presented.

TRUSTEE REPORTS (submitted in writing)

Shelley Kinley, Ward Two Trustee:

Verbal Update: Have enjoyed visiting schools over the past few months and getting to see their individuality. Prince of Peace School will be holding an outdoor celebration June 3 to celebrate all they've accomplished as a school community prior to their closing. Langdon Stakeholder Advisory Group meetings have been going well. Currently seeking feedback from youth groups to identify their needs for the recreation centre.

Nov 25 Attended Board Planning Meeting
Nov 25 Hosted at Joint Board /School Council Meeting with Parent Councils
Nov 26 Participated in a Tour of Sarah Thompson School with the Principal and Asst. Principals
Nov 29 Participated in Sarah Thompson School Council Meeting via Zoom
Nov 30 Participated in Langdon School Council Meeting via Zoom
Dec 2 Attended Board Orientation at Education Centre
Dec 5 Attended Councilor Meet and Greet with Sunny Samra at Indus Recreation Center
Dec 6 Attended and participated in Langdon Stakeholder Advisory Group Meeting #2
Dec 7 Attended Transportation Committee Meeting via Zoom
Dec 7 Attended Prince of Peace School Council Meeting via Zoom
Dec 8 Attended Board Budget Meeting - Education Centre

Todd Brand, Ward Three Trustee:

Nov 25 Attended Joint Board School Council meeting
Dec 2 Attended Board Orientation
Dec 7 Participated in C.W. Perry School Council meeting
Dec 8 Participated in Board Budget Committee meeting
Dec 9 Participated in Heloise Lorimer School Council meeting

Norma Lang, Ward Four Trustee:

Verbal Update: Attended the RVS ELMO School Council meeting, excited to see the school/school council get off the ground. School Council is tasked with helping to develop a school culture. N. Lang asked fellow Trustees for ideas regarding how best to support new school culture development.

Nov 25 Attended the Board and Board Planning Committee Meetings at the Education Centre
Nov 25 Participated in the board hosted joint school council meeting on zoom
Nov 26 Attended an orientation to ASBA for board chairs and vice chairs
Nov 27 As an RVS trustee designate, attended an ASCA meeting
Nov 28 Volunteered as general manager at the CES fundraising casino in Calgary
Nov 29 Participated in a Board Agenda Planning Committee meeting
Nov 29 & 30 Participated in TEBA bargaining
Nov 30 Attended the monthly WGM school council meeting
Dec 1 Attended the PDLC committee meeting
Dec 2 Participated in the Board Orientation session at the Ed Centre
Dec 2 Attended a TEBA 61 information gathering session for central table bargaining
Dec 3 Volunteered at the Crossfield Chamber's twinklefest event
Dec 6 Attended the monthly ELMO school council meeting
Dec 7 Attended the transportation committee meeting
Dec 8 Attended a board budget committee meeting
Dec 8 Attended a chamber of commerce meeting in Crossfield
Dec 8 Attended the labour relations committee meeting
Dec 8 Attended the WGM Christmas Band Concert

Judi Hunter, Ward Five Trustee:

Nov 25 Attended Board Meeting
Nov 25 Participated in Joint Board/School Council Meeting
Nov 30 Attended Westbrook School Council Meeting
Dec 1 Attended Springbank Middle School Council Meeting
Dec 2 Participated in Board Orientation meeting
Dec 3 Participated in ASBA Zone 5 meeting
Dec 6 Attended an AHS health presentation
Dec 8 Participated in Board Budget Session
Dec 8 Participated in the Labor Relations committee meeting
Dec 8 Attended Parent Engagement zoom session Westbrook School

Fiona Gilbert, Ward Six Trustee:

Nov 25 Chaired Board and Planning Committee meetings
Nov 25 Hosted Joint Board School Council meeting (zoom)
Nov 26 Attended ASBA Board Chairs Orientation (zoom)
Nov 29 Participated in Board Planning Committee meeting
Dec 1 Participated in ASBA Curriculum Focus Group (zoom)
Dec 2 Participated in Board Orientation session
Dec 7 Participated in Student Transportation Committee meeting (zoom)
Dec 8 Chaired Budget Committee meeting
Dec 9 Attended Labour Relations Committee meeting (zoom)

NEW BUSINESS

APPOINTMENT TO SCHOOL COUNCILS COMMITTEE

#946-2021 MOTION BY TRUSTEE MELYSSA BOWEN:

The Board of Trustees appoints Chair Gilbert to serve as a member of the School Councils Committee for the 2021/2022 term.

CARRIED

#947-2021 MOTION BY TRUSTEE JUDI HUNTER:

Effective January 3, any staff member who has refused to be vaccinated, be provided at Board cost, free rapid testing.

Chair Fiona Gilbert recessed the meeting at 10:58 a.m.

Chair Fiona Gilbert reconvened the meeting at 11:16 p.m.

#948-2021 MOTION BY TRUSTEE NORMA LANG:

Postpone consideration of this motion until January 20, 2022.

CARRIED

VOTING ON MOTION #947-2021 BY TRUSTEE JUDI HUNTER:

Effective January 3, any staff member who has refused to be vaccinated, be provided at Board cost, free rapid testing.

POSTPONED

#949-2021 BY TRUSTEE JUDI HUNTER:

Effective January 3, 2022 that pre-K to Grade 3 masking requirement be removed.

DEFEATED

IN CAMERA

#950-2021 MOTION BY UNANIMOUS CONSENT:

The Board of Trustees moves into an in-camera meeting at 11:44 a.m.

CARRIED

Chair Fiona Gilbert recessed the meeting at 11:44 a.m.

Chair Fiona Gilbert reconvened the meeting at 11:55 a.m.

Shelley Kinley left the meeting at 12:07 p.m. due to a possible conflict of interest.

Shelley Kinley rejoined the meeting at 12:10 p.m.

Chair Fiona Gilbert recessed the meeting at 12:27 p.m.

Chair Fiona Gilbert reconvened the meeting at 1:08 p.m.

OUT OF IN CAMERA

#951-2021 MOTION BY UNANIMOUS CONSENT:

The Board of Trustees moves out of an in-camera meeting at 1:34 p.m.

CARRIED

ADJOURNMENT

Chair Fiona Gilbert adjourned the Regular Board Meeting at 1:34 p.m.

Chair

Secretary-Treasurer



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

JANUARY 6, 2022

AGENDA

1. Four Year Plan Implementation Status
2. Purchase Orders Over \$200,000
3. Board Orientation Tours
4. School Operations Update

ACTION

Information
Information
Information
Information

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

Greg Luterbach
Superintendent of Schools

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Four Year Plan Implementation Status

Date of Meeting: January 6, 2022

Background:

Rocky View's 2019-2023 Four Year Plan, Innovators by Design, is based on what RVS heard from students, parents, staff, business/community leaders, and service providers who provided direct input into the development of a learning narrative and the plan's new goals, outcomes, design principles and strategies during the Board's extensive 15-month Four Year Plan Consultation Process, which commenced May 2018. Through a series of design thinking protocols, stakeholders voiced strong support for RVS' I CAN goal and outcome statements and its strategic direction towards inclusion, instructional design and system redesign. Presented to the Board of Trustees, March 7, 2019, the goals, outcomes and design principles were approved in principle, with the understanding that the strategies and outcomes would be approved in the Fall 2019. On November 28, 2019, the Board approved RVS' 2019-2023 Four Year Plan, Innovators by Design, as presented. On May 20, 2021, the Board approved the Year 3 update to the plan.

Current Status:

Goal 1 - Connect to passions, interests and people:

Outcomes:

- Students engage in real- world, hands-on learning experiences that matter to them
- Students demonstrate ownership of their learning

In late September schools received clarification around the requirement to use myBlueprint in order to meet the goals of the Four-Year Plan. The offer was made for support sessions for teachers and uptake of these professional learning sessions has been significant. Learning specialists from the Technology for Learning and the Learning Services department have collaborated in this work as it requires some tech support as well as a pedagogical understanding of what it means to 'make learning visible'.

Sessions included:

- October 8 lunch and learn session with 82 staff logged in (some schools used one log in with many staff participating) from various locations
- October 26 to November 12 - 192 teachers dropped in to support sessions
- Presentations to individual staff meetings – 10

Additionally, both the Ed Tech team and the IT team have been providing on demand sessions for teachers and support staff on how to use other tools to support instruction in the classroom including:

- Apple Cohort
- Digital CUM Files
- Digital Online Resources
- Dossier Teacher View

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

- Outcomes-Based Assessment
- PowerSchool Teacher Portal
- PowerTeacher Pro (Intro and Advanced)
- Real-Time Reporting

Goal 2 - Achieve their potential

Outcomes:

- Students are literate, numerate and acquire core competencies
- Students meet high expectations and learning outcomes, tailored to their individual capabilities

15 schools out of 31 participated in both the literacy and numeracy assessment work that was initiated by Alberta Education to try to capture the number of students in grade 2 and 3 who needed support due to disrupted learning. One school participated in the numeracy assessment only and two schools participated in literacy assessment only. As a result, RVS received just over \$1 million dollars in additional funding to support interventions for those identified students. Most funding is going towards adding staffing to do interventions as well as purchasing resources. These supports are just ramping up now and are meant to last no more than 16 weeks. The same opportunity will be provided for grade 1 students in January, and we anticipate that most schools will participate.

Beginning in early October all grade 1-3 teachers were asked to participate in online learning with respect to literacy called The Layers of Literacy. Teachers watch a pre-recorded video about literacy instruction, have group discussion and conversation and then begin applying these skills in the classroom. There are three cycles throughout the year to work through all five layers of literacy. This has been very positively received and some schools have chosen to include their Kindergarten teacher and/or their grade 4, 5, 6 teachers. One administrator from every school is also required to participate. The purpose of this professional learning is to align language and practice within literacy instruction. Direct change to practice is already being noted by both teachers and school administrators. The depth of intentional dialogue about literacy instruction has grown this fall, indicating that staff are focused on improving their practice and collaborating with colleagues.

Goal 3 - Navigate successfully as global citizens:

Outcomes:

- Students are healthy, safe, resilient and value diversity, cultures and traditions
- Students make a positive difference in their life, school, community and the world

In late September clarification was provided to schools with respect to the implementation of Positive Behaviour Interventions and Supports (PBIS) as part of the goals of the Four-Year Plan. Additional supports were offered to schools. This has resulted in most schools at some stage of implementation and confidence that nearly all schools will be fully engaged with PBIS schoolwide by June of 2022, with the remaining few schools committed for the fall of 2022.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Additionally, there have been numerous professional learning sessions to support the social emotional growth of our students and supporting schools in becoming more inclusive including:

- Restorative practices training
- Traumatic Events Systems training
- Natural supports training
- Psychological First Aid
- Supporting LGBTQ2S+ students and staff
- Working with Elder Saa'kokoto in schools
- Education Equity and Social Justice book café

Middle school counsellors and mental health/addictions workers, Family School Liaison staff offering sessions in class on healthy relationships, peer pressure, anxiety and anxiousness for teens, mental wellness, impact of social media on peers and relationships in high school, and building hope.

Schools are shifting to understanding how assessment drives instruction. This shift is connecting enhanced inclusion, instructional practices and student engagement. There has been intentional collaboration of the learning supports, technology for learning and instructional leadership learning specialists to understand each other's roles work and how they can collaborate to provide stronger service to children and classrooms.

Future Direction:

Plans for the second half of the year:

- Refining assessment common understanding language and practices to further engage students in instruction and understanding their own learning
- Continuing support through the wellness challenges of students
- Literacy and numeracy interventions
- Planning for new curriculum implementation
- Data collection on student behavior
- Increasing access to dual credits for high school students district wide to encourage engagement with their passions and interests
- Complete the first draft of the Instruction and Assessment Practice Guide

Recommendation:

The Board of Trustees acknowledges receipt of the Four-year Plan Implementation Status Update as presented.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Purchase Orders issued over \$200,000

Date of Meeting: January 6, 2022

Background:

This information item is to provide notification, in accordance with Administrative Procedure AP5201, to the Board of Trustees that purchase orders have been issued for the purchase of various items over the amount of \$200,000. Any order over the \$200,000 limit is to be reported to the Board of Trustees.

Current Status:

From Sept. 1, 2021 to Nov. 30, 2021 the following purchase orders were issued for an amount over \$200,000.

- 1. Purchase Order 100689 Issued to Desjardins Financial Security**
PO 100689, issued in the amount of \$\$2,553,606.84 This Purchase Order relates to life, long term disability, and optional life.
- 2. Purchase Order 100697 Issued to Lynnwood Roofing**
PO 100697, issued in the amount of \$851,340.12 This Purchase Order relates to the Glenbow School re-roof project.
- 3. Purchase Order 100699 Issued to Axia Supernet Ltd.**
PO 100699, issued in the amount of \$697,936.05 This Purchase Order relates to Internet Protocol Network Services for all RVS sites.
- 4. Purchase Order 100736 Issued to Access Gas Services Inc.**
PO 100736, issued in the amount of \$1,155,000.00 This Purchase Order relates to the supply and delivery of natural gas to all RVS sites.
- 5. Purchase Order 100948 Issued to 4 Seasons Transportation**
PO 100948, issued in the amount of \$577,500.00 This Purchase Order relates to the transportation of students to and from RVS school sites.
- 6. Purchase Order 100949 Issued to First Student Canada**
PO 100949, issued in the amount of \$1,049,999.99 This Purchase Order relates to the transportation of students to and from RVS school sites.
- 7. Purchase Order 100950 Issued to Southland Transportation Ltd.**
PO 100950, issued in the amount of \$1,049,999.99 This Purchase Order relates to the transportation of students to and from RVS school sites.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

8. Purchase Order 100967 Issued to Fenton Bus Lines Inc.

PO 100967, issued in the amount of \$1,049,999.99 This Purchase Order relates to the transportation of students to and from RVS school sites.

9. Purchase Order 101022 Intellimedia LP

PO 101022, issued in the amount of \$272,886.86 This Purchase Order relates to licensing fees for SL Profile, Achievement Analytics, Attendance Analytics, and School Engage.

10. Purchase Order 101294 Issued to Alberta Health Services

PO 101294, issued in the amount of \$210,000.00 This Purchase Order relates to specialized medical support for students and schools.

Recommendation:

The Board of Trustees acknowledges receipt of the information item as presented.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Board Orientation Tours

Date of Meeting: January 6, 2022

Background:

To support the work of the Board of Trustees, early after trustee elections, a series of school tours are established to help trustees get to know the schools, see the facilities, and meet a number of staff. This is part of the detailed orientation provided to the Board.

Current Status:

As requested by the Board's Orientation Ad Hoc Committee, administration has setup a series of tours visiting all schools, colonies, and divisional alternative programs between January and June 2022. Each school/site visit will be approximately 45 minutes in length with the school highlighting their efforts in bringing the divisional four-year plan and school education plan (workbook) to life.

Dates of the tours are January 18 & 25, February 15 & 16, March 1 & 2, April 5 & 6, May 17 & 18, June 15 & 16.

Recommendation:

The Board of Trustees acknowledges receipt of the Board Orientation Tours Update as presented.



COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BUDGET COMMITTEE

Report Date: January 6, 2022

Committee Members Present:

All Trustees

Greg Luterbach, Superintendent

Larry Paul, Associate Superintendent of Business and Operations

Steve Thomas, Director of Finance

Stephanie Dove, Recording Secretary

Committee Meeting Date: December 8, 2021

Key Meeting Points:

- Reviewed Budget Committee Terms of Reference
- Received update on insurance rates and coverage
- Received updated revenue and expense projections for 2021/22
- Reviewed potential adjustments to the budget

Committee Recommendation(s):

The Budget Committee recommends that administration bring forward a Fall Budget update for the Boards consideration.



COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Report Date: January 6, 2022

Committee Members Present:

All Trustees (with the exception of Trustee Baziuk)
Greg Luterbach, Superintendent
Larry Paul, Associate Superintendent Business & Ops
Tara De Weerd, Director of Communications
Stephanie Dove, Recording Secretary

Meeting Date: December 9, 2021

Key Meeting Points:

- Received reports from the Professional Development Leaves Committee (PDLC), School Council Committee, and TEBA61
- Received report from Vice-Chair Lang who attended the November 27 ASCA parent engagement session as the Board representative
- Received update on status of AP173 – COVID-19 Hazard Reduction implementation and adoption
- Finalized letter to Minister regarding draft K-6 curriculum feedback

Committee Recommendation(s):

- Share information publicly regarding staff statistics on AP173 adoption
- Send finalized letter regarding the K-6 draft curriculum to the Minister of Education, along with the full feedback report compiled by administration