



REGULAR MEETING OF THE BOARD OF TRUSTEES

RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW

AIRDRIE, AB

ZOOM LINK: <https://rockyview.zoom.us/my/rvsboard>

JANUARY 12, 2023

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. In Camera Meeting
4. Return to Public Portion of the Agenda
 - Trustee Melyssa Bowen**
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.
5. Motions Arising from In Camera
6. Approval of Minutes
 - a) Regular Board Meeting –December 15, 2022
7. Exemplary Practice/ Student Showcase
 - a) Beiseker Community School Events Planning Unit
8. Superintendent's Report
9. Chair's Report/Correspondence
10. Committee Reports
 - a) Policy (w/motion)
 - b) Planning
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: Jan. 12, 2023

Showcase Name: Beiseker Community School – Entertaining with Food

Teacher: Brandy Perry

Student Presenters: Mikayla Harms, Vanessa Doyle

Project Description

Students in Beiseker Community School's food program recently undertook an event planning unit under the direction of teacher Brandy Perry where they planned and prepared different events with members of the school community. The students were tasked with creating invitations, budgets, menus and activities. They also provided leadership while working with younger students in the school who were invited to participate in the events. Once the planning was complete, teachers and other students in the school were invited to the events.

During this unit, the students had the opportunity to engage in real world, hands-on learning that mattered to them and to demonstrate ownership of their learning – two outcomes of RVS' Four-Year Education Plan.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

JANUARY 12, 2023

AGENDA

1. 4 Year Plan Implementation Update
2. Purchase Orders Over \$200,000

ACTION

Information

Information

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

Greg Luterbach
Superintendent of Schools

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Four Year Plan Implementation Update

Date of Meeting: January 12, 2023

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 12, 2022, the Board approved the Year 4 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

Thinking Classrooms work with K-12 teachers is focused on the book "Building Thinking Classrooms" by Peter Liljedahl. Students are engaged in working through math problems as a group while using a white board or other non-permanent vertical surface. The non-permanent and vertical surface is important as it allows for risk taking and makes the group's work visible to others so that students can get ideas from each other, attempt the problem and continue to try until solving it in their group or by viewing another group's solution. The focus on "Thinking Classrooms" with our cohort of 160 teachers has extended beyond the math class and seeped into other subject areas. Encouraging thinking, hands on work and collaboration is proving to increase engagement in many of our classrooms. Of the 160 participants, teachers from 34 of our schools are involved in this work. The cohorts are reading Liljedahl's book, discussing the practices and attempting them in their classrooms. In the spring Mr. Liljedahl will be providing professional learning to the cohorts as he joins us from British Columbia for a few days.

MyBlueprint work continues across the district with at elbow support in high demand from the Tech for Learning specialists. Together they are discovering new ways of engaging students and assisting them to own and share their learning. The Technology for Learning tech team has been engaged in significant distribution of devices to support this work across the district including 975 chromebooks, 100 teacher MacBooks, 50 projectors, and 75 Wi-Fi access points.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

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

All schools have begun implementation of the new RVS Assessment Schedule which includes ministry mandated assessments and locally determined assessments. The results are now being used to guide instruction and intervention plans in schools. Professional learning sessions were offered regarding how to use the data and will be offered again when we are able to offer PL sessions.

Kindergarten to grade 3 teachers who are implementing new curriculum in Math, English Language Arts and Literature (ELAL), as well as K-6 Physical Education and Wellness teachers were able to attend a PL session in the spring and again this fall before PL was halted due to lack of substitutes. This PL was offered in conjunction with the Calgary Regional Consortium who have been an excellent partner in new curriculum work. In addition to the mandated implementation, RVS teachers from 18 schools are piloting the new Science curriculum at the grade 6 level or grade 4-6 ELAL or K-6 FLAL.

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. 33 of our schools are accessing support from Learning Services Learning Specialists for work in numeracy, literacy, assessment and overall instructional design. Seven additional schools will begin this work in January.

As natural supports, inter-disciplinary learning support teams are integral to supporting academic and social emotional success across inclusive learning environments in all schools. This school year, we are engaged in direct, intentional work with school administration and learning support teams on how to walk through a school review, a staff review, and use this as data to design effective and responsive in-school learning support to meet the academic and social emotional needs of staff and students. Currently we have five school teams are actively engaged in doing this and six more who are waiting to engage in the new school year. Learning support teams engaged in the work have taken their school reviews, staff reviews, and overlaid their numeracy, literacy, attendance and behaviour data to identify trends, themes, gaps, and to design a learning supports service delivery model and framework, along with professional learning plans to meet the identified diverse learning need across their student populations. We will continue to leverage the work of these teams to deliver exemplars and continued professional learning to school-based learning support teams this school year.

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

The fall of 2022 saw the launch of the Indigenous Branch in RVS. The branch is staffed by a Director, a Learning Specialist, and an Indigenous Connector. The small branch jumped right in to support school plans for National Truth and Reconciliation Week and Day and continued through Métis Week, National Indigenous Veterans Day, Rock your Mocs and the Winter Solstice. Saa'kokoto continues to

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

provide invaluable guidance as our Elder in RVS and we so appreciate how he provides support and teaching for our students and staff. Common requests for the team include incorporating Indigenous ways into classroom lessons, leadership for the Blanket Exercises, requests for resources, and advice on protocol.

Schools are shifting to understanding how assessment drives instruction through inclusionary practices. Both large scale assessment, and classroom-based assessment practices are at the forefront of conversations via book clubs, professional learning as well as the High School Assessment Working Group. This shift is connected enhanced inclusion, instructional practices and student engagement. There has been intentional collaboration of the learning supports, technology for learning, Indigenous 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.

Moving in our fourth year of the 4-year plan, all schools are expected to have an in school PBIS Team in place, and to be actively engaged in the implementation of the Positive Behaviour and Interventions. To continue to support this work, this year two Learning Support Specialists shifted their work to PBIS Coaches. The coaches work alongside school-based teams and divisional team members to guide implementation of behaviour support plans and support school teams in ongoing assessment of the effectiveness of identified strategies through review, reflection and data collection. We have also increased professional learning options focused on the importance of an aligned approach and response to addressing behaviour, social emotional learning, and mental health. We are confident all schools will be engaged in initial or full PBIS implementation by the end of June 2023.

Future Direction:

Plans for the second half of the year:

- Release and begin implementation of the Instruction and Assessment Practice Guide
- Continue with the implementation of the RVS Assessment Schedule and ensuring practices align with student literacy and numeracy needs as evidenced via assessment
- The RVS Writing Assessment is in development and may be piloted this spring
- Engage with a new vendor to replace the SOS-Q to capture information and guide supports for student wellness
- Continue with current new curriculum implementation and plan for next phase of implementation in the fall of 2023 which includes ELAL grades 4-6, Math grades 4-6, Fine Arts K-3, Science K-3, French Immersion Language Arts and Literature K-3
- Pilot data collection on student behavior via module in Dossier

Recommendation:

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

BOARD ACCOUNTABILITY REPORT



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Purchase Orders issued over \$200,000

Date of Meeting: January 12, 2023

Background:

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

Current Status:

From September 1st 2022, to November 31st 2022, the following purchase orders were issued for an amount over \$200,000.

- 1. Purchase Order 103050 Issued to 4 Seasons Transportation.**
Purchase Order 103050, issued in the amount of \$501,990.30. This Purchase Order relates to bus services for the 2022-23 school year. Operational Transportation Funds.
- 2. Purchase Order 103051 Issued to Fenton Bus Lines Inc.**
Purchase Order 103051, issued in the amount of \$1,049,999.99. This Purchase Order relates to bus services for the 2022-23 school year. Operational Transportation Funds.
- 3. Purchase Order 103052 Issued to First Student Canada**
Purchase Order 103052, issued in the amount of \$1,049,999.99. This Purchase Order relates to bus services for the 2022-23 school year. Operational Transportation Funds.
- 4. Purchase Order 103053 Issued to Southland Transportation Ltd.**
Purchase Order 103053, issued in the amount of \$1,049,999.99. This Purchase Order relates to bus services for the 2022-23 school year. Operational Transportation Funds.
- 5. Purchase Order 103149 Issued to Axia Fibrenet Ltd.**
Purchase Order 103149, issued in the amount of \$693,000.00. This Purchase Order relates to Supernet services for all schools for the 2022-23 school year. Operational Internet Technology Instructional Funds.
- 6. Purchase Order 103187 Issued to Desjardins Financial Security.**
Purchase Order 103187, issued in the amount of \$2,716,979.05. This Purchase Order relates to Life, Optional Life, and LTD insurance policies for the 2022-23 school year. Operational Life/LTD Funds.

BOARD ACCOUNTABILITY REPORT



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

7. Purchase Order 103330 Issued to Intellimedia LP.

Purchase Order 103330, issued in the amount of \$282,133.16. This Purchase Order relates to annual license fees for IntelliLink, Moodle, SchoolEngage, and PowerSchool Flex for the 2022-23 school year. Operational Technology Services Instructional Funds.

8. Purchase Order 103415 Issued to City of Airdrie.

Purchase Order 103415, issued in the amount of \$225,078.00. This Purchase Order relates to joint use agreements on MSR lands, Irrigation, Bert Church Theatre, Snow Removal, T&C parking lot for the 2022-23 school year. Operational Grounds Funds.

9. Purchase Order 103636 Issued to Landor Technology Inc.

Purchase Order 103636, issued in the amount of \$273,821.10. This Purchase Order relates to Q-23-01 for NetApp hardware and support, 5-year term. Operational Infrastructure Technology Instructional Funds.

10. Purchase Order 103638 Issued to Wilco Transportation Ltd.

Purchase Order 103638, issued in the amount of \$291,847.50. This Purchase Order relates to bus services for the 2022-23 school year. Operational Transportation Funds.

Recommendation:

The Board of Trustees acknowledges receipt of the Purchase Orders issued over \$200,000 report as presented.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: BOARD PLANNING COMMITTEE

Item: Board Policy 8 – Board Committees & Representatives

Date of Meeting: January 12, 2022

Background:

As part of the Board keeping its policies current and up to date, they are reviewed regularly by the Policy Committee and/or the Board Planning Committee.

Current Status:

The Board Planning Committee is recommending changes to Board Policy 8 – Board Committees & Representatives that include:

- Adding a statement that committees will typically meet within the first 60 days after the annual Organizational Meeting with a member of administration calling the first meeting and serving as the acting Committee Chair until a trustee is elected as Chair at this initial meeting. The Committee will review its terms of reference at the initial meeting and recommend any proposed changes to the Board for their consideration.
- Updating the lists of committees to ensure they are accurate

Alternatives:

Alternative I

The Board approves the revised Board Policy 8 – Board Committees & Representatives as presented.

Alternative II

The Board approves the revised Board Policy 8 – Board Committees & Representatives as amended.

Alternative III

The Board refer the matter back to the Board Planning Committee for further review.

Alternative IV

The Board refer the matter back to the Policy Committee for further review.

Recommendation:

The Board approves the revised Board Policy 8 – Board Committees & Representatives as presented.

BACKGROUND

The Board may delegate specific powers and duties to committees of the Board that are established by the Board, subject to the restrictions on delegation in the Education Act.

The Board may appoint Standing Committees and Ad Hoc Committees and shall prescribe their powers and duties.

Standing committees are established to assist the Board with work of an ongoing or recurring nature. Standing committees are usually appointed annually at the Organizational Meeting.

Ad hoc committees are established to assist the Board on a specific project for a specific period of time.

The Board may appoint trustees to **represent the Board** on various collective agreement committees, external committees, agencies and organizations. Such representation is established either in a collective agreement or at the discretion of the Board to facilitate the exchange of information on matters of mutual concern and/or to discuss possible agreements between the Division and other organizations.

GUIDELINES

1. Committee membership and Board representation is identified at the annual Organizational Meeting and updated throughout the year by Board motion at a special or regular Board meeting.
2. The Board Chair, when not specifically appointed to the committee, shall act as an ex-officio member, without voting privileges, of all committees appointed by the Board.
3. The Superintendent may appoint resource personnel to work with committees and/or representatives and shall determine the roles, responsibilities and reporting requirements of the resource personnel.
4. Committees shall only exercise such powers as are specifically delegated by the Board.
5. Quorum for committee meetings is a majority of the trustees appointed to the committee.
6. With the exception of the Audit Committee, only trustees appointed to standing committees are voting members.
7. The Committee chair or representative shall provide verbal reports to the Board concerning the proceedings of committee meetings and recommendations for Board consideration.

8. The terms of reference for each committee will be established by Board motion at the time of the formation and include:

8.1 Name

8.2 Purpose

8.3 Membership

8.4 Authority

8.5 Remuneration

8.6 Budget

8.7 Meetings

9. The terms of reference for each committee shall only be changed by Board motion.

STANDING COMMITTEES

1. **Advocacy Committee**
2. **Agenda Planning Committee**
3. **Appeals Committee**
4. **ASBA Committee**
5. **Audit Committee**
6. **Board Planning**
7. **Budget Committee**
8. **Expulsion Committee**
9. **Labour Relations Committee**
10. **Policy Committee**
11. **School Councils Committee**

Legal Reference:

- Section 33, 34, 37, 51, 52, 53, 64, 67, 222 Education Act
- Collective Agreement with ATA Local #35



POLICY 8 BOARD COMMITTEES & REPRESENTATIVES

Approved: 2020 06 18

BACKGROUND

The Board may delegate specific powers and duties to committees of the Board that are established by the Board, subject to the restrictions on delegation in the Education Act.

The Board may appoint Standing Committees and Ad Hoc Committees and shall prescribe their powers and duties.

Standing committees are established to assist the Board with work of an ongoing or recurring nature. Standing committees are usually appointed annually at the Organizational Meeting.

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The Board may appoint trustees to **represent the Board** on various collective agreement committees, external committees, agencies and organizations. Such representation is established either in a collective agreement or at the discretion of the Board to facilitate the exchange of information on matters of mutual concern and/or to discuss possible agreements between the Division and other organizations.

GUIDELINES

1. Committee membership and Board representation is identified at the annual Organizational Meeting and updated throughout the year by Board motion at a special or regular Board meeting.
2. Committees will typically meet within the first 60 days after the annual Organizational Meeting with a member of administration calling the first meeting and serving as the acting Committee Chair until a trustee is elected as Chair at this initial meeting. The Committee will review its terms of reference at the initial meeting and recommend any proposed changes to the Board for their consideration.
- 2.3. The Board Chair, when not specifically appointed to the committee, shall act as an ex-officio member, without voting privileges, of all committees appointed by the Board.
- 3.4. The Superintendent may appoint resource personnel to work with committees and/or representatives and shall determine the roles, responsibilities and reporting requirements of the resource personnel.
- 4.5. Committees shall only exercise such powers as are specifically delegated by the Board.
- 5.6. Quorum for committee meetings is a majority of the trustees appointed to the committee.



POLICY 8 BOARD COMMITTEES & REPRESENTATIVES

Approved: 2020 06 18

~~6.7.~~ With the exception of the Audit Committee, only trustees appointed to standing committees are voting members.

~~7.8.~~ The Committee chair or representative shall provide ~~verbal~~ reports to the Board concerning the proceedings of committee meetings and recommendations for Board consideration.

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8.10. The terms of reference for each committee will be established by Board motion at the time of the formation and include:

- 10.1 Name
- 10.2 Purpose
- 10.3 Membership
- 10.4 Authority
- 10.5 Remuneration
- 10.6 Budget
- 10.7 Meetings

9.11. The terms of reference for each committee shall only be changed by Board motion.

STANDING COMMITTEES

1. **Advocacy Committee**
2. **Agenda Planning Committee**
3. **Appeals Committee**
4. **ASBA Committee**
5. **Audit Committee**
6. **Board Planning Committee**
7. **Budget Committee**
8. **Expulsion Committee**

9. Indigenous Advisory Circle

9.10. **Labour Relations Committee**

10.11. **Policy Committee**

12. **School Councils Committee**

13. **Student Transportation Committee**

11.



POLICY 8 BOARD COMMITTEES & REPRESENTATIVES

Approved: 2020 06 18

Legal Reference:

- Section 33, 34, 37, 51, 52, 53, 64, 67, 222 Education Act
- Collective Agreement with ATA Local #35

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COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Report Date: January 12, 2023

Committee Members Present:

All Trustees

Greg Luterbach, Superintendent

Larry Paul, Associate Superintendent of Business & Operations

Tara De Weerd, Director of Communications

Ashley Maroukian, Recording Secretary

Meeting Date: December 15th, 2022

Key Meeting Points:

- The following committee reports were provided: ASBA, PDLC, Transportation, Advocacy and School Councils
- Board Policy 8 to be brought forward at next Board Meeting
- Presentation of Auditor's Report and Management Letter
- Discussion to pursue Ward Boundary Review
- Cochrane Powell Street School Student Accommodation Consultation to go forward in January

Future Considerations:

- Transportation Committee Terms of Reference at next Board meeting

Committee Recommendations/Decisions:

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