



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>

SEPTEMBER 7, 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 Shali Baziuk

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 – June 15, 2023
7. Exemplary Practice/ Student Showcase
 - a) RVS Leadership Academy Program
8. Superintendent's Report
9. Chair's Report/Correspondence
10. Committee Reports
 - a) ASBA (w/motion)
 - b) Planning
11. Trustee Reports
12. New Business
 - a) Notice of Organizational Meeting
13. Return to In Camera Meeting
14. Out of In Camera
15. 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
HELD RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW
AIRDRIE, ALBERTA**

THURSDAY, JUNE 15, 2023

TRUSTEES PRESENT:

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

TRUSTEES PRESENT (VIRTUALLY):

Ward 1 Shali Baziuk

ADMINISTRATION PRESENT:

Superintendent of Schools Greg Luterbach
Associate Superintendent of Business & Operations (*Ret.*) Larry Paul
Associate Superintendent of Business & Operations (*Inc.*) Mike Guindon
Director of Communications Tara de Weerd
Communications Officer Christina Waldner

RECORDER:

Executive Assistant Jennie Thompson

CALL TO ORDER:

Chair Norma Lang called the meeting to order at 9:03 a.m.

REGULAR BOARD MEETING AGENDA

#1221-2023 MOTION BY UNANIMOUS CONSENT:

The Board of Trustees approves the June 15, 2023, Regular Board meeting agenda as presented.

CARRIED

IN CAMERA

#1222-2023 MOTION BY TRUSTEE JUDI HUNTER:

The Board of Trustees moves into an in-camera meeting at 9:03 a.m.

CARRIED

Shali Baziuk joined the meeting at 9:10 a.m.

Colette Winter joined the meeting at 9:03 a.m.

Colette Winter left the meeting at 9:23 a.m.

Laurie Copeland joined the meeting at 9:23 a.m.

Melyssa Bowen left the meeting at 9:24 a.m.
Melyssa Bowen returned to the meeting 9:25 a.m.

Laurie Copeland left the meeting at 10:01 a.m.

OUT OF IN CAMERA

#1223-2023 MOTION BY TRUSTEE FRED BURLEY:

The Board of Trustees moves out of an in-camera meeting at 10:01 a.m.

CARRIED

Chair Norma Lang recessed the meeting at 10:01 a.m.
Chair Norma Lang reconvened the meeting at 10:10 a.m.

Chair Norma Lang read the RVS Land Acknowledgement Statement.

ITEMS FROM IN CAMERA:

INDUS ROOF TENDER AWARD

#1224-2023 MOTION BY TRUSTEE SHELLEY KINLEY:

The Board of Trustees award Indus Re-roofing, Phase 1 & 2, to Freeze Maxwell Roofing (Calgary) Ltd., in the amount of \$499,980 plus GST.

CARRIED

PDLC OPERATING GUIDELINES

#1225-2023 MOTION BY TRUSTEE MELYSSA BOWEN:

The Board of Trustees approves the recommended changes to PDLC Operating Guidelines for the 2023/24 school year.

CARRIED

SUPERINTENDENT EVALUATION

#1226-2023 MOTION BY TRUSTEE NORMA LANG:

The Board of Trustees of Rocky View Schools approves the Superintendent's evaluation report as developed during the evaluation workshop of June 8, 2023 as an accurate accounting of the Superintendent's performance for the period June 1, 2022 to May 31, 2023 and further that the Board authorize the Chair to make any required technical edits and to sign the report on the Board's behalf.

CARRIED

EXEMPT STAFF TERMS OF EMPLOYMENT

#1227-2023 MOTION BY TRUSTEE FIONA GILBERT:

The Board of Trustees approves the Terms of Employment for Exempt Employees effective August 29, 2023, as amended.

CARRIED

MINUTES OF THE BOARD MEETING

#1228-2023 MOTION BY UNANIMOUS CONSENT:

The Board of Trustees approves the minutes of the June 1, 2023, Regular Board meeting as circulated.

CARRIED

EXEMPLARY PRACTICE: EAST LAKE SCHOOL – CALGARY YOUTH SCIENCE FAIR

Teacher: Christina Van den Eynden

Student Presenters: George Connolly (Grade 5), Jawad Eldessouki (Grade 5), Aiden Girard (Grade 5), Jiya Sidhu (Grade 5), Nolan Walsh (Grade 5), Ayah Hassan (Grade 6), Ashley Horiachka (Grade 6), Mahnaz Saifiddin (Grade 6), Mannat Sidhu (Grade 6), Anshveer Singh (Grade 6)

Project Description

In April, a group of students from East Lake School participated in the Calgary Youth Science Fair (CYSF). During this presentation, the students will discuss the projects they completed and their experience attending the science fair.

For the past seven years, East Lake School has held a science fair for all Grade 5 and 6 students. Students choose their own project where they use the scientific method to conduct an experiment, then present their project at the fair. From there, a handful are selected to represent the school at CYSF. In completing these projects, students engage in real-world, hands-on learning and demonstrate ownership of their learning – two outcomes of Rocky View Schools' (RVS) Four-Year Education Plan.

East Lake students won numerous medals, plaques, trophies and prize money at CYSF:

- The group brought home five gold medals, one silver medal, four bronze medals and one participation medal.
- Ayah Hassan and Mannat Sidhu won several special awards including the Bhardwaj Elementary Life Sciences Award, the Haskayne School of Business Elementary Consumer Science Award and the Alberta Teachers' Association Elementary Award.
- Anshveer Singh won the CYSF Director's Award.
- East Lake School was awarded overall best elementary school with the CCSPE Elementary School Aggregate Award.

Shali Baziuk left the meeting at 10:34 a.m.

Chair Norma Lang recessed the meeting at 10:34 a.m.

Chair Norma Lang reconvened the meeting at 10:45 a.m.

SUPERINTENDENT REPORT

LOCALLY DEVELOPED COURSES APPROVAL

#1229-2023 MOTION BY TRUSTEE FIONA GILBERT:

The Board of Trustees approves the above courses for use in Rocky View Schools for the periods indicated above.

CARRIED

Colette Winter joined the meeting at 10: 53 a.m.

COBBLESTONE ATTENDANCE AREA

#1230-2023 MOTION BY TRUSTEE MELYSSA BOWEN:

The Board of Trustees approves the designation of the attendance area for students residing in the Cobblestone Creek community starting September 2023.

- Kindergarten to Grade 5 students to Ecole Edwards
- Grade 6-8 students to Ecole Airdrie Middle
- Grade 9-12 students to George McDougall High School.

And keep the French Programming as per the May 12, 2022 Board decision with

- Kindergarten to Grade 5 students to A.E. Bowers
- Grade 6-8 students to Ecole Airdrie Middle
- Grade 9-12 students to George McDougall High School

CARRIED

Colette Winter left the meeting at 11:07 a.m.

DELEGATION OF TENDER AWARDS

#1231-2023 MOTION BY TRUSTEE TODD BRAND:

The Board of Trustees delegates the power to award construction contracts, related to modular classrooms, facility improvements, IMR and CMR projects previously approved by the Board, during the period of June 16, 2023, to September 7, 2023, to Superintendent of Schools Greg Luterbach.

CARRIED

CHAIR REPORT/CORRESPONDENCE

Chair Norma Lang shared that all trustees attended the ASBA Spring General Meeting earlier in June. Four RVS Trustees were recognized at the meeting for completing the 2022 ASBA Trustee governance program.

Chair Lang shared a message of appreciation and gratitude on behalf of the Board towards staff, students and families for their efforts through the school year.

BOARD COMMITTEE REPORTS

EXPULSION COMMITTEE REPORT FROM TRUSTEE FIONA GILBERT:

The Expulsion Committee is bringing forward one motion for the Board's consideration.

#1232-2023 MOTION BY TRUSTEE FIONA GILBERT:

The Board of Trustees approves the revised Expulsion Committee Terms of Reference as presented and directs the Superintendent to make the required technical edits to Board Policies 8 and 13 to reflect the name change of the Committee.

CARRIED

PLANNING COMMITTEE REPORT FROM VICE-CHAIR SHELLEY KINLEY:

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

TRUSTEE REPORTS (submitted in writing)

Shali Baziuk, Ward One Trustee:

Shelley Kinley, Ward Two Trustee:

Verbal Update: Thanked Associate Superintendent Larry Paul and Director of Operations Colette Winter for their work with Rocky View County in securing \$1.1M in funding for the Langdon Turf field project at the new Jr/Sr High School

- Jun 1 Attend Regular Board and Planning Meeting
- Jun 2 Attend Zone 5 ASBA Meeting
- Jun 2 Attend Planning Committee Meeting
- Jun 2 Attend RVS CLC Graduation Ceremony
- Jun 4 – 6 Attend ASBA Spring General Meeting
- Jun 6 Attend Langdon School Band Concert
- Jun 7 Attend Indigenous Advisory Circle
- Jun 8 Attend Board Evaluation and Superintendent Evaluation Meeting
- Jun 8 Attend and speak at Chestermere High School Fine Arts and Athletic Awards
- Jun 9 Attend School Councils Meeting
- Jun 9 Attend Transportation Committee Meeting
- Jun 12 Attend Sarah Thompson Parent Council Meeting
- Jun 14 Attend Women in Business Conference Crossfield
- Jun 14 Attend Langdon Ribbon Cutting Ceremony opening of Langdon Park

Fred Burley, Ward Three Trustee:

Melyssa Bowen, Ward Three Trustee:

Verbal Update: Will be attending the Building Futures celebration in Airdrie tonight

Todd Brand, Ward Three Trustee:

Norma Lang, Ward Four Trustee:

Verbal Update: Wished to congratulate Associate Superintendent Larry Paul on participating in his last official board meeting and offered thanks for his contributions to the Board and the division over the last 5.5 years

- Jun 1 Chaired the Board Meeting and attended the Board planning committee meeting
- Jun 1 Attended the WGM school council meeting
- Jun 2 Participated in the agenda planning committee meeting
- Jun 4 Attended the ASBA special session on Insurance and Transportation
- Jun 5-6 Attended the ASBA SGM
- Jun 6 Attended the mayor's state of the city address in Airdrie
- Jun 7 Attended the CES AGM and school council regular monthly meetings
- Jun 7 Attended the DTOS school council meeting
- Jun 8 Participated in the Board and Superintendent Annual Evaluations
- Jun 9 Participated in the School Councils committee meeting
- Jun 10 Participated with Rocky raccoon in the Crossfield Pete Knight Days Parade
- Jun 13 Attended the Kathryn School Council meeting
- Jun 14 Attended the annual RWIB Women's leadership conference

Judi Hunter, Ward Five Trustee:

Verbal Update: Wished to congratulate Springbank Community High School on securing funding for their outdoor art project

Jun 1 Participated in Board meeting

Jun 2 Participated in ASBA Zone 5 meeting
Attend CLC graduation

Jun 3 Spoke at Springbank High School Graduation

Jun 4-6 Participated in ASBA Spring General Meeting

Jun 7 Attended Springbank Middle School council meeting

Jun 8 Participated in Board planning committee meeting

Jun 9 Attended the Bearspaw Grade 8 celebration

Jun 13 Attended Elbow Valley school council meeting

Jun 14 Attended Audit Committee Meeting

Fiona Gilbert, Ward Six Trustee:

Verbal Update: Attended the Building Futures open house last night in Cochrane, was great to see the program and its students thriving

Wished to congratulate Glenbow School for receiving top honours of Platinum Award for being an eco-school.

NEW BUSINESS

There was no new business to report.

IN CAMERA

#1233-2023 MOTION BY TRUSTEE JUDI HUNTER:

The Board of Trustees moves into an in-camera meeting at 11:36 a.m.

CARRIED

Steve Thomas joined the meeting at 11:36 a.m.

Steve Thomas left the meeting at 12:13 p.m.

OUT OF IN CAMERA

#1224-2023 MOTION BY TRUSTEE SHELLEY KINLEY:

The Board of Trustees moves out of an in-camera meeting at 12:13 p.m.

CARRIED

ADJOURNMENT

Chair Norma Lang adjourned the Regular Board Meeting at 12:14 p.m.

Chair

Secretary-Treasurer



EXEMPLARY PRACTICE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Date of Meeting: Sept. 7, 2023

Showcase Name: RVS Leadership Academy

Teachers: Rob Kimura, Lauren Curry

Student Presenters: Kennedy Brown (2022 grad), Avery Clark (Cochrane High School), Taylor Krawec (2018 grad), Kenna Morrison-Ripley (2022 grad), Amber Paige (former RVS Farm), Connor Presti (Bow Valley High School), Pria Rai (Chestermere High School), Owen Stevenson (W.H. Croxford High School), Anna Turner (George McDougall High School);

Project Description

The mission of the RVS Leadership Academy (RVSLA) program is to empower students to deepen sense-of-self and broaden their network of connections. In RVSLA, students work on a special project with their peers around the division. In the process, they demonstrate abilities in communication, problem solving, collaboration, cultural and global citizenship, and personal growth – one of the outcomes of RVS' Education Plan.

During this presentation, students who participated in RVSLA will share about their Year 3 project, the Rebooting Student Leadership event which featured speaker Drew Dudley. Students will highlight why and how they pulled off the event as well as the recognition they received from Mr. Dudley. Students will also reflect on what they learned through executing the project and how it made a difference for them as a person and a leader.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

SEPTEMBER 7, 2023

AGENDA

1. Enrolment Update
2. School Facility Improvement Update

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: THE SUPERINTENDENT OF SCHOOLS

Item: Preliminary Enrolment Update

Date of Meeting: September 7, 2023

Background:

Annually, Boards across Alberta submit to the Government of Alberta their student enrolment as of September 30. While enrolments fluctuate daily, these September 30th numbers are important for funding purposes and generally used to describe a school division’s student population.

At the end of September 2022 RVS had 27,612 students that we served. This was an increase of 950 from September 2021. By June 2022, RVS had just over 28,000 students attending our schools. These numbers are headcount and is not the full-time equivalent (FTE) which would be lower as Kindergarten students only count as 0.5FTE.

Current Status:

In January 2023, RVS submitted to government our projected enrolment for the 2023/24 school year. Projecting a division’s enrolment is a complicated art which looks at community growth, grade to grade growth, historical trends, and census and birth rate data. The projection for the 2023/24 school was 28,680 students. This would be an increase of 1,068 students from last year (3.8% growth compared to fall 2022). General community population growth in driving the enrolment increases.

Enrolments fluctuate almost daily with students entering and exiting RVS. As of Wednesday September 6, 2023, the following describes our current enrolment:

Grade level	2023/24 PROJECTION	2023/24 PRELIMINARY ACTUALS AS OF SEPT 6/23	Difference (Actual minus Projection)
K	1935	1829	-106
1	2135	2043	-92
2	2217	2243	26
3	2090	2142	52
4	2219	2215	-4
5	2214	2234	20
6	2297	2313	16
7	2273	2268	-5
8	2214	2208	-6
9	2331	2334	3
10	2337	2393	56
11	2199	2249	50
12	2219	2193	-26
TOTAL	28680	28664	-16



INFORMATION ITEM

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

It is critical to know that the 2023/24 enrolment numbers will continue to fluctuate, and these are ONLY preliminary numbers. Final enrolments will be determined as of end of September.

If we remain at 28,664 students, then our growth compared to 2022 will be 3.8%.

Future Direction:

Enrolments will be finalized for the purpose of Alberta Education reporting on September 29, 2023, and shortly thereafter administration will report to the Board the overall numbers, grade breakdowns, school breakdowns and comparisons vs projections and utilization rates as of September 29th.

Recommendation:

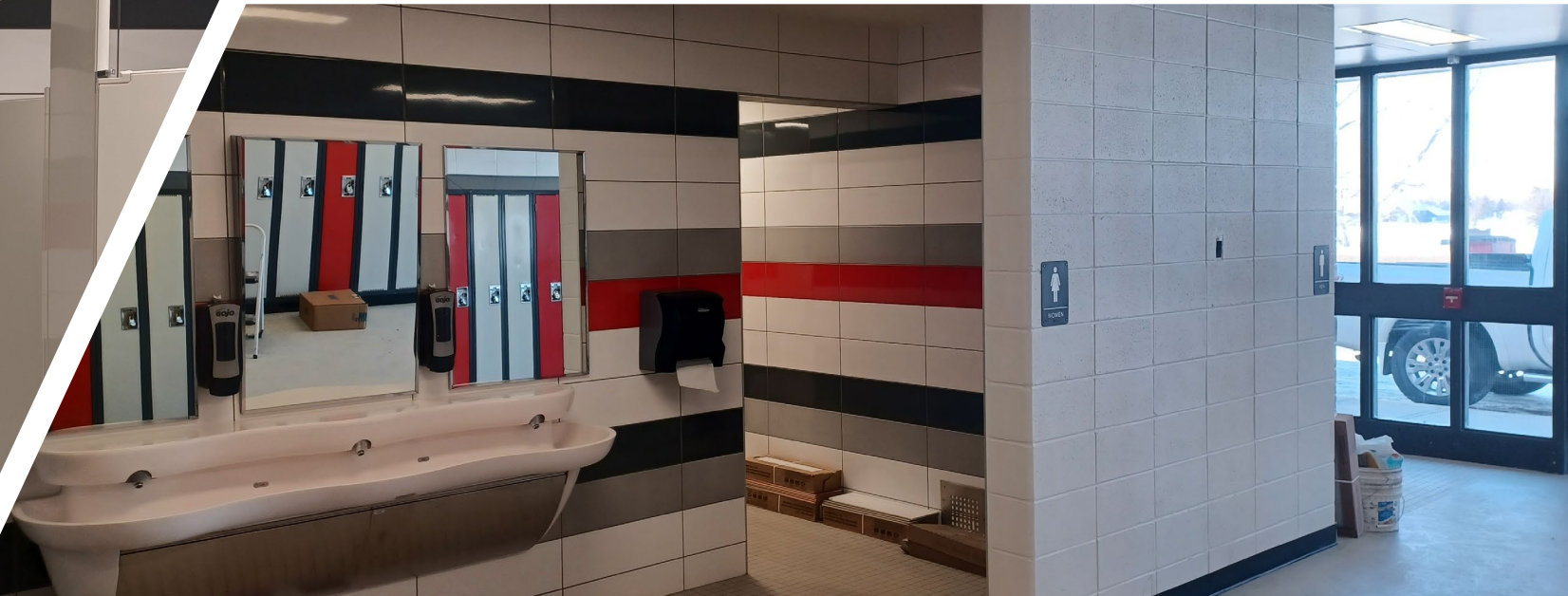
The Board of Trustees acknowledges receipt of the Preliminary Enrolment Update as information.

Operations Department

2022-2023 Projects



Chestermere High School Washroom Renovation



*Airdrie
Middle
Home
Economics
Renovation*







Springbank High Lift Station





Modular Classroom Projects



Indus Roof Replacement



CCA Modernization

















COMPLETED TASKS:

- Exterior lead paint abatement**
- New exterior windows**
- Reroof**
- New BMS system**
- New flooring and painting throughout**
- Washroom upgrades**
- Added an infirmary**
- Added a barrier free washroom**
- New LED lighting/ceiling tile**
- Exterior regrading/resurfacing**
- Extensive duct cleaning**
- Added a sink and millwork in the maker space**
- installed new projectors in every classroom**
- New whiteboards and tackboards throughout**



Other Projects Completed:



-New LED lighting and ceiling tiles at Airdrie Middle and Manachaban



-Replaced BMS systems at Langdon and Banded Peak



-Replaced heat pumps at Ralph McCall and G.McDougall



-Replaced portable roofing at Glenbow and Ralph McCall



-Replaced corridor flooring in Glenbow and Bert Church



-Added classroom in common area of Chestermere High



-Added 18 A/C units to portable classrooms



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE ASBA COMMITTEE

Item: ASBA Community Engagement Award Nomination

Date of Meeting: September 7, 2023

Background:

Rocky View Schools (RVS) is an active member in the Alberta School Boards Association (ASBA). Each year through various awards, ASBA recognizes excellent first-year teachers, long serving trustees, and outstanding school boards and citizens who contribute to public education in Alberta. Recipients are celebrated at different events throughout the year, with many awards given out at the November Fall General Meeting (FGM).

Introduced in 2010, the annual Community Engagement Award recognizes school boards that embrace community engagement as a method to inform, involve and gain input from stakeholders on school jurisdiction plans, programs, and services.

RVS is committed to engaging stakeholders to inform decision making and involving and seeking input from families and community members whenever possible. Whether that be with school fees, education plans, advocacy, accommodation planning, school calendars, and more, involving and connecting with community is one of RVS' core values and a priority for the Board.

Current Status:

In March 2022, the Board began the journey of developing the inaugural Rocky View Schools 2023-2026 Strategic Plan. At the outset, the Board recognized the crucial importance of gathering community voice as a foundational piece of this work.

In alignment with Board Policy 25 – Community Engagement and Assurance, and the principles of the International Association of Public Participation (IAP2) engagement model, the Board conducted an extensive 8-month community engagement process that invited all stakeholders (parents, guardians, all staff, Gr 3-12 students, school councils and the wider community) to share their hopes and dreams for education and the school experience.

The result of this extensive multi-layered community engagement was a divisional strategic plan that was informed by over 30,000 responses received from the community. The RVS 2023-2026 Strategic Plan was approved by the Board in December 2022 and sets the stage for success in advancing the division's mission and purpose to deliver the best outcomes for students.

The ASBA Committee believes that this tremendous work is an exemplary example of a very successful community engagement and is worthy of recognition for RVS. The committee is recommending that RVS submit a nomination package for the ASBA Community Engagement Award for 2023.

The nomination package is attached below and the deadline for submission is Sep. 15, 2023.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE ASBA COMMITTEE

Alternatives:

Alternative I

The Board of Trustees supports the submission of the nomination for the 2023 ASBA Community Engagement Award and directs the ASBA Committee to finalize and submit the nomination package to ASBA by September 15, 2023.

Alternative II

The Board of Trustees refers the matter to the Board Planning Committee (BPC) for further discussion and grants authority to the BPC to determine a course of action.

Recommendation:

The Board of Trustees supports the submission of the nomination for the 2023 ASBA Community Engagement Award and directs the ASBA Committee to finalize and submit the nomination package to ASBA by September 15, 2023.



**COMMUNITY
ENGAGEMENT AWARD**

2023 AWARDS PACKAGE

AWARD INFORMATION

Overview

Introduced in 2010, the annual Community Engagement Awards (previously called Public Engagement Awards prior to 2021) recognize school boards that embrace community engagement as a method to inform, involve and gain input from stakeholders on school jurisdiction plans, programs and services.

Community engagement is a collaborative process that helps “put the public back in public education.” Effective community engagement ensures plans, directions and decisions of school boards reflect community input and feedback. Alberta School Boards Association (ASBA) believes informing and involving stakeholders is a critical component to maintain excellence in public education.

Award parameters

The Community Engagement Award is open to any ASBA member school board that has engaged the community at any time in the previous school year cycle and can demonstrate two or more of the following as a result:

- An avenue for two-way communication with the community was created;
- The community had a tangible opportunity to participate in school board decision-making on a topic or issue;
- The community engagement effort involved a cross-section of participants;
- Input was sought from First Nations, Métis and Inuit stakeholders;
- Input was sought from the Francophone community;
- Data suggested that participants agreed their input was effectively used or considered;
- There was follow-up with participants and/or the community after the community engagement effort;
- The community engagement effort helped the school board make effective, informed decisions for students.

Note: At least one letter of support from a group or community leader that partnered with, participated in or witnessed the engagement effort must accompany the submission. The letter must make reference to the credibility and/or value of the engagement effort from the perspective of the group or leader. Examples of such groups or leaders include school councils; chambers of commerce; community leagues; social clubs; municipal councillors, mayors or reeves; MLAs; church leaders; etc.

Nominations

Each school board is eligible to submit one nomination for a project initiated in their own school board's jurisdiction. Each nomination must be approved by board motion. One Community Engagement Award will be awarded each year to the school board that best meets the application criteria.

Recognition

The recipient shall receive an engraved crystal award bearing ASBA's logo. The award will be presented by ASBA's President at the Fall General Meeting.

Submission Checklist

- ATTACHMENT 1: Nomination form**
- ATTACHMENT 2: Evaluation form (attach up to two additional pages as required)**
- ATTACHMENT 3: Nominee consent form**
- Board motion approving nomination**
- Letter of support**

All forms and evaluations must be completed and signed, and all elements noted above must be provided electronically.

Please forward the completed nomination package to awards@asba.ab.ca by **September 15, 2023**.

ATTACHMENT 1: NOMINATION FORM

Nominee Information

Rocky View Schools Board of Trustees

SCHOOL BOARD (Please record the school board's name precisely as it should appear on the award)

Norma Lang	403-921-0303	nlang@rockyview.ab.ca
CONTACT NAME	PHONE	EMAIL

Nominator Information

RVS ASBA Committee - Fiona Gilbert

NAME

Rocky View Schools

SCHOOL BOARD

By motion of the Board at a meeting held on 09/07/2023
(MM/DD/YYYY)

Alberta School Boards Association is requested to consider the above nomination for the Community Engagement Award (please provide a copy of the motion).

ATTACHMENT 2: EVALUATION

1. Describe the school board's specific community engagement initiative(s), outlining the process by which stakeholders and/or communities were brought together to provide input on an issue or topic. Did the initiative have a clear purpose or need? Was this a new approach?

In the spring of 2022, the Board of Trustees of Rocky View Schools (the Board) began the process of developing Rocky View Schools' (RVS) inaugural Strategic Plan to set the stage for success in advancing the Division's vision and purpose. The Board recognized the crucial importance of gathering community voice as a foundational piece of this work. In alignment with Board Policy 25 – Community Engagement and Assurance, and the principles of the International Association of Public Participation (IAP2) engagement model, the Board conducted an extensive multi-layered 8-month community engagement initiative that invited all stakeholders to share their hopes and dreams for education and their school experience. Stakeholders included parents/guardians, students in Gr 3-12, all staff, school councils, as well as the wider community, and utilized most areas of the IAP2 Engagement Spectrum (Inform, Consult, Involve, Collaborate). See attached for further details.

2. Cite any creative methods the school board used to encourage individuals, groups or communities to participate in the engagement.

The Board wanted to make it as easy as possible for stakeholders to engage and deliberately chose to connect the strategic plan engagement initiative with the annual Education Plan survey to help maximize responses and minimize survey fatigue. The Board was also intentional in limiting the number of questions while providing big picture open-ended questions so that all stakeholders were able to provide valuable feedback and insight into their hopes and dreams for education in RVS. Many methods were used to promote the initiative including:

- Social media (Facebook/Twitter/websites – divisional, school based, and individual accounts)
- Presentations by trustees at school council meetings, and added to the agenda for regular meetings between the Board and local municipalities
- direct emails from the Board to families with direct links to survey
- direct emails to all RVS staff from the Superintendent/Board with direct link to survey
- class time provided to Gr 3-12 students to complete the survey

3. Outline the process the school board used to follow up with participants after the community engagement initiative ended. Were participants clear on how their input would be used? Were they satisfied with the process?

Communication was key right from the get-go and participants were kept informed along the way through updates on social media as well as direct emails to stakeholders. Communications indicated that the Board was interested in feedback to help guide the divisions focus over the next four years. Additionally, after the first round of feedback was collected and reviewed, the Board shared with the community a summary of "what we heard" to clarify feedback and provided a second round of engagement. Responses received through this second round were much less indicating a general satisfaction with the process and outcome. When the Board approved the Plan in December 2022, a final copy of the Plan was shared with families, staff, school councils and the wider community with a note of appreciation from the Board for their participation.

See attached for further details.

ATTACHMENT 2: EVALUATION

4. Describe the outcomes and benefits gained as a result of the community engagement. What is different? What has been gained?

Based on the high level of engagement and having received more than 30,000 responses during the process, the Board can feel assured that we have developed a Strategic Plan that focuses on the wants and desires of our community. The Board feels confident that stakeholders will see themselves reflected in the plan strengthening our decision making as individuals and as a governance team. With a renewed focus and alignment between the Board and Administration, the Plan provides common language and shared goals that, along with the feedback provided, will be used to inform the creation of other related divisional plans and support the Board in guiding the division over the next four years.

See attached for further details.

5. Outline any efforts by the school board to continue conversations with participants and the community beyond this initiative.

Since approving our 2023-2026 Strategic Plan, the Board has ensured that there is a clear connection between the Plan's goals and outcomes and our decision making. The Board, with help from our communications department, is intentional about sharing how the decisions we make reflect the important work we developed in collaboration with stakeholders. Additionally, a main priority of our 2023-2026 Strategic Plan is to connect with our community. By making it a focus to engage and communicate actively to build relationships, we have set ourselves up for success, both with continued conversations about our Strategic Plan and with ongoing engagement opportunities in general.

See attached for further details.



6. Provide any additional comments or feedback if required.

ASBA recently held their first Governance Certification Program and four RVS trustees participated in the course. Through this learning, it was clear that our Strategic Plan engagement process held up to the competencies attributed to long term change management. It was a comprehensive, reflective framework based on the feedback garnered from many stakeholders and checked all the boxes of best practices. The Board believes education is a shared responsibility that requires engagement, collaboration, and strong partnerships with all stakeholders to ensure a system that is responsive to the needs of the community to deliver the best outcomes for students. The Board also believes that assurance is achieved through community engagement and by creating and sustaining a culture of continuous improvement and collective responsibility. Our Strategic Plan was developed with all of this in mind and is an exemplary example of a very successful community engagement

Please attach up to two additional pages as required to ensure questions 1-6 are answered in full.

ATTACHMENT 3: NOMINEE CONSENT FORM

I, _____
PRINT NAME

Consent to my nomination for the ASBA Community Engagement Award and authorize the release of any or all information pertaining to my organization/company for the purpose of this nomination. This includes the use of logos or photographs to assist the ASBA in developing media releases and/or award materials, printed and digital, including accessing and posting to the ASBA website.

NOMINEE SIGNATURE

DATE

I hereby give consent to Alberta School Boards Association (ASBA), including its employees, Board of Directors or other third party ASBA may authorize on its behalf, to collect, use and disclose my name, likeness, voice, or other personal identifying information as specified below:

- Still photograph of me
- Video of me and my voice
- Audio recordings of me and my voice

I hereby waive all rights, including any economic and moral rights that I may have with respect to ASBA's collection, use or disclosure of my personal information. I further acknowledge and agree that there shall be no compensation provided to me by ASBA respecting my personal information for the above-described purposes.

I hereby release ASBA and its Board, elected officials, officers, employees, agents, representatives, successors and assigns, of and from any and all actions, causes of action, claims, expenses, demands for damages or loss, howsoever arising, that I may have had, may now have, or may hereafter have, against ASBA by reason of my consent to the collection, use and disclosure of my personal information as indicated herein.

By signing this form I acknowledge that this constitutes a binding agreement and is the entire agreement between myself and ASBA.

FIRST AND LAST NAME OF NOMINEE

DATE

NOMINEE SIGNATURE



FOR MORE INFORMATION, VISIT
www.asba.ab.ca/about/awards/

OR EMAIL
awards@asba.ab.ca



COMMITTEE REPORT

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Report Date: September 7th, 2023

Committee Members Present:

All Trustees

Greg Luterbach, Superintendent

Larry Paul, Associate Superintendent of Business & Operations

Mike Guindon, Associate Superintendent of Business & Operations

Tara De Weerd, Director of Communications

Ashley Maroukian, Recording Secretary

Meeting Date: June 15th, 2023

Key Meeting Points:

- Board committee reports from: Audit Committee (verbal), Indigenous Advisory Circle, School Councils and Transportation
- Presentation and discussion on Airdrie Accommodation Consultation timelines
- Discussion of Board Policy 29 (Ward Structure)
- Discussion that the Board Chair will send letters of congratulations to five MLA's elected along with Ministers of Education, Infrastructure and Finance
- Welcome Back Education Centre Breakfast scheduled for August 28th, 2023
- Initial discussion of 2023/2024 RVS Board Committees and board representation on external committees

Future Considerations:

- N/A

Committee Recommendations/Decisions:

- Board Policy 29 (Ward Structure) to Board Meeting



2651 Chinook Winds Drive SW, Airdrie, Alberta T4B 0B4
403.945.4000 p 403.945.4001 f
www.rockyview.ab.ca

September 7, 2023

The Rocky View School Division
Attn: All RVS Trustees
2651 Chinook Winds Drive SW
Airdrie, AB T4B 0B4

Hand Delivered

Re: Notice of Organizational Meeting: The Board of Trustees of Rocky View Schools

To All Rocky View School Division Trustees:

The appendix of the Education Act (Regulation 82/2019) outlines in article 1(2) that “The secretary of the board must give notice of the organizational meeting to each trustee as if it were a special meeting”. This letter serves as notice for the 2023-2024 organizational meeting.

The meeting is schedule for 9:30 a.m. on September 21st, 2023, in the Wildrose meeting room at the Education Centre. A board meeting will immediately follow the organizational meeting.

If you have questions or concerns, please do not hesitate to call me at 403.945.4005, or e-mail me at mquindon@rockyview.ab.ca.

Yours very truly,

A handwritten signature in black ink, appearing to read "Michel Guindon".

Michel (Mike) Guindon
Associate Superintendent of
Business and Operations

MG/am

CC Greg Luterbach, Superintendent of Schools