



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

**THURSDAY, OCTOBER 17, 2024**

**TRUSTEES PRESENT:**

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

**ADMINISTRATION PRESENT:**

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

**RECORDER:**

Executive Assistant Ashley Maroukian

**CALL TO ORDER:**

Chair Fiona Gilbert called the meeting to order at 9:30 a.m.

Navi Sunkaranam joined the meeting at 9:30 a.m.

**REGULAR BOARD MEETING AGENDA**

**#1406-2024 MOTION BY UNANIMOUS CONSENT:**

The Board of Trustees approves the October 17, 2024, Regular Board meeting agenda as presented.

Ashley Maroukian left the meeting at 9:31 am

**CARRIED**

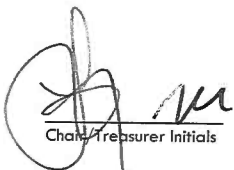
**IN CAMERA**

**#1407-2024 MOTION BY UNANIMOUS CONSENT:**

The Board of Trustees moves into an in-camera meeting at 9:31 a.m.

**CARRIED**

Navi Sunkaranam left the meeting at 9:56 a.m.

  
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## **OUT OF IN CAMERA**

### **#1408-2024 MOTION BY UNANIMOUS CONSENT:**

The Board of Trustees moves out of an in-camera meeting at 10:02 a.m.

**CARRIED**

Chair Fiona Gilbert recessed the meeting at 10:02 a.m.

Chair Fiona Gilbert reconvened the meeting at 10:07 a.m.

Trustee Norma Lang read the RVS Land Acknowledgement Statement.

## **ITEMS FROM IN CAMERA:**

### **UPDATE ON HORSECREEK PROPERTY**

#### **#1409-2024 MOTION BY FIONA GILBERT:**

That the Board Chair send a letter to the Town of Cochrane Mayor and Council requesting the municipality honour the Memorandum of Understanding dated May 2019 regarding the purchase of the Horse Creek lands, and that they provide the serviced high school site as is their obligation under the MOU and the Municipal Government Act.

**CARRIED**

## **MINUTES OF THE BOARD MEETING**

#### **#1410-2024 MOTION BY UNANIMOUS CONSENT:**

The Board of Trustees approves the minutes of the October 3, 2024, Regular Board meeting as circulated.

**CARRIED**

## **EXEMPLARY PRACTICE: MITFORD SCHOOL LITERACY AND NUMERACY FOCUS BLOCKS**

**Presenters: Paul Lipman and Meggie Martin**

Advancing students' numeracy and literacy skills has been an area of focus for Mitford School. To achieve this goal, the school has implemented an engaging and collaborative model of instruction they call Focus Blocks, which has replaced the traditional daily 18-minute silent reading block.

Focus Blocks follow a weekly cycle: Monday and Wednesday centres on word study and vocabulary, Tuesday and Thursday focus on number sense with the current targeted math skill area, and Fridays see students work on writing and making learning visible through myBlueprint. During Focus Blocks, teachers target their literacy and numeracy instruction based on available data from real time reporting, their own observation of their students and baseline data from the Benchmark Assessment System and GB+ French reading assessments.

Staff at Mitford find the targeted outcome approach of Focus Blocks allows students to advance in their own learning while also supporting and collaborating with their peers. Teachers can assess student progress through observation and conversations with students. Data indicates a more than 20 per cent increase in the number of Mitford students reading at or above grade level in June 2024 compared to the previous year, and staff observe more students being engaged in their learning and feeling confident in their skills.

  
Chair/Treasurer Initials

This approach aligns with Goal 1 of RVS' Education Plan, advancing students' numeracy and literacy skills.

Chair Fiona Gilbert recessed the meeting at 10:46 a.m.  
Chair Fiona Gilbert reconvened the meeting at 10:53 a.m.  
Brian Callaghan joined the meeting at 10:53 a.m.

## **SUPERINTENDENT REPORT**

### **WARD BOUNDARY REVIEW:**

#### **#1411-2024 MOTION BY TRUSTEE FIONA GILBERT:**

The Board of Trustees approves the proposed Option B as presented in the Ward Boundary Review report.

Chair Fiona Gilbert requested a recorded vote for all Motions regarding the Ward Boundary Review.

#### **#1412-2024 SUBSTITUTE MOTION BY TRUSTEE NORMA LANG:**

The RVS Board of Trustees accepts Brian Callaghan's Ward Boundary Report as information and direct the Board Chair to send a letter to the Education Minister asking for support to explore the feasibility of forming an Airdrie School Division.

Motion ruled out of order by the Board Chair

Trustee Norma Lang challenged the decision of the Board Chair.

#### **#1413-2024 MOTION TO CHALLENGE THE CHAIR:**

The Board uphold the ruling of the Chair.

#### **In Favour**

Judi Hunter  
Shali Baziuk  
Fiona Gilbert  
Melyssa Bowen  
Todd Brand  
Fred Burley

#### **Opposed**

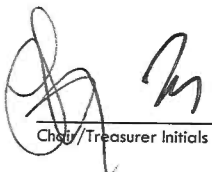
Shelly Kinley  
Norma Lang

#### **#1411-2024 MOTION BY TRUSTEE FIONA GILBERT:**

The Board of Trustees approves the proposed Option B as presented in the Ward Boundary Review report.

#### **CARRIED**

**In Favour**  
Fiona Gilbert  
Judi Hunter  
Shali Baziuk  
Todd Brand  
Fred Burley

  
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Opposed  
Norma Lang  
Shelley Kinley  
Melyssa Bowen

**CARRIED**

Brian Callaghan left the meeting at 12:50pm  
Chair Fiona Gilbert recessed the meeting at 12:50 p.m.  
Chair Fiona Gilbert reconvened the meeting at 1:22 p.m.  
Murray Besenski joined the meeting at 1:22 p.m.

**2025/26 AND 2026/27 SCHOOL CALENDARS:**

**#1414-2024 MOTION BY TRUSTEE FIONA GILBERT:**

The Board of Trustees approves for the 2025 – 2026 school year draft calendar 3 as presented by administration and directs the Superintendent of Schools to distribute the calendar to Rocky View Schools stakeholders.

**CARRIED**

**#1415-2024 MOTION BY TRUSTEE JUDI HUNTER:**

The Board of Trustees approves for the 2026 – 2027 school year draft calendar 3 as presented by administration and directs the Superintendent of Schools to distribute the calendar to Rocky View Schools stakeholders.

**DEFEATED**

**#1416-2024 MOTION BY TRUSTEE NORMA LANG:**

The Board of Trustees directs the Superintendent to draft a new 2026 – 27 School Calendar that includes a minimum of 196 operational days for the Board's consideration.

**DEFEATED**

Murray Besenski left the meeting at 2:08 p.m.  
Navi Sunkaranam joined the meeting at 2:08 p.m.

**SEPTEMBER 30, 2024 ENROLMENT SUMMARY:**

The Board of Trustees acknowledges receipt of the September 30, 2024, Enrolment Summary as information.

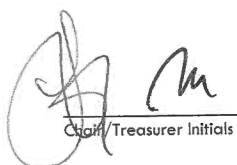
Navi Sunkaranam left the meeting at 2:26 p.m.

**CHAIR REPORT/CORRESPONDENCE**

Chair Gilbert acknowledged receipt of a letter sent to the Board from Superintendent Luterbach that states in part:

“Please accept this letter as formal notice of my intent to retire at the end of the 2024/2025 school year. My last day with Rocky View Schools will be August 31, 2025. It has been my pleasure to serve our students, families, communities, and teammates over these past 8+ years as Superintendent of Schools.”

The Board is grateful for Greg's 8+ years successfully leading the division through rapid growth, an evolving education system and a world-wide pandemic, to name a few. We wish him the very best in

  
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this next exciting chapter and thank him for his 34 years of positively impacting the lives of students. The Board will soon commence a formal recruitment process for a new Superintendent of Schools.

## **BOARD COMMITTEE REPORTS**

There were no committee reports.

## **TRUSTEE REPORTS** (submitted in writing)

### **Shali Baziuk, Ward One Trustee:**

Verbal Update:

Chestermere Student Accommodation Engagement on Tuesday October 22, all Trustees are welcome to attend.

### **Shelley Kinley, Ward Two Trustee:**

October 3 Attended Regular Board and Planning Meeting  
October 4 Attended ASBA Zone 5 Meeting in Strathmore  
October 9 Attended Policy Committee Meeting  
October 10 Attended Budget Committee Meeting  
October 11 Attended Tsuut'ina Nation Tour

### **Melyssa Bowen, Ward Three Trustee:**

Joint Board School Council meeting is next week on Thursday October 24, looking forward to seeing everyone there. Please remind School Council's if they have not rsvp'd to do so as the deadline for registering is Friday October 18.

### **Todd Brand, Ward Three Trustee:**

October 3 Participate in Board & Planning Meetings  
October 8 Attended Muriel Clayton School Council meeting  
October 9 Chaired Policy Committee meeting

### **Norma Lang, Ward Four Trustee:**

October 2-3 Participated in Central Table bargaining  
October 4 Chaired a Labour Relation committee meeting  
October 8 Participated in a TEBA 61 committee meeting  
October 8 Attended the Kathryn School Council AGM and monthly meeting  
October 9 Attended the Discovery Trails school council meeting  
October 10 Participated in a board budget committee meeting  
October 16 Attended the monthly Crossfield Chamber of Commerce meeting

### **Judi Hunter, Ward Five Trustee:**

October 3 Participated in Board meeting  
October 4 Attended Zone 5 meeting/workshop  
October 7 Participated in agenda planning meeting  
October 8 Attended Elow Valley School Council meeting  
October 10 Budget Committee meeting  
October 11 Attended Tsuut'ina Nation Tour  
October 16 Attended Springbank High School Council meeting  
October 16 Attending Banded Peak School Council meeting



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**Fiona Gilbert, Ward Six Trustee:**

- October 3    Chaired regular Board meeting
- October 3    Participated in Board Planning Committee
- October 4    Attended ASBA Zone 5 monthly meeting
- October 4    Participated in ASBA hosted virtual learning session on Bill 20
- October 4    Participated in Labour Relations Committee meeting
- October 7    Participated in Agenda Planning Committee meeting
- October 7    Attended Cochrane High School Council meeting
- October 9    Attended Policy Committee meeting
- October 9    Attended Glenbow School Council meeting
- October 10   Chaired Budget Committee meeting
- October 10   Attended Bow Valley High School Council meeting
- October 11   Participated in professional learning and tour of Tsuut'ina Nation
- October 16   Attended Elizabeth Barrett School Council meeting

**NOTICE OF MOTION**


Trustee Melyssa Bowen shared a Notice of Motion.

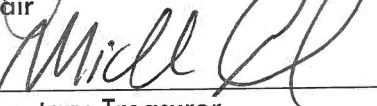
That the Board of Trustees directs the Superintendent to provide a class size report to the Board of Trustees by February 13, 2025, detailing class size averages for each grade and school in the 2021-2022, 2022-2023, and 2023-2024 school years.

This item will appear on the October 31 Board meeting's agenda.

**ADJOURNMENT**

Chair Fiona Gilbert adjourned the Regular Board Meeting at 2:31 p.m.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary-Treasurer

  
\_\_\_\_\_  
Chair/Treasurer Initials