



Livingstone Range
SCHOOL DIVISION NO. 68



2019-2020 Parent Handbook

Welcome to the 2019-2020 school year in Livingstone Range School Division.

Welcome to the Livingstone Range School Division. It is our pleasure to greet you as we begin, or continue, our relationship of working together. With this Parent Handbook, our goal is to provide you with information and resources to help ensure that your years as an LRSD parent are satisfying for both you and your student.

We encourage parents to see themselves as true partners with our staff in the education of students and hope the information included on these pages will be helpful to you and your family. We invite you to consider the various ways that you can stay involved in your school community, and as new ideas or questions come to mind, please let us hear them.



2019-2020 Student Contact Information

School: _____

Grade: _____ Room Number: _____

Teacher: _____

Teacher's E-mail Address: _____

Principal's Name: _____

School Phone Number: _____

School Website Address: _____

This handy guide was designed with you, the parent of a Livingstone Range School Division (LRSD) student, in mind. This handbook is published as a resource for parents and students. If you have questions about Livingstone Range School Division schools or programs, please do not hesitate to contact your school Principal.

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Board of Trustees

School Boards exist for children. In addressing matters related to their mandate, Trustees must, at all times, be the children's advocate. Educational policies must be judged first on what is best for the development of the whole child. While schools cannot take the place of the role of the family, trusteeship means being partners with parents to ensure that children, our greatest natural resource, are provided with the best possible educational opportunities to become the future citizens the community wishes them to be.

The Alberta Legislature, through The Education Act has delegated much of its authority for the governance of education to locally elected school boards. School Boards are agents of the legislature and, as such, have certain obligations to perform and certain powers to carry out their tasks. In keeping with the theory that government is most effective when it is situated closest to the people being governed, local people elect trustees to act for the legislature in the local community.

The Trustee, as a representative of the people, is a decision-maker; one who must integrate the information from all the sources; process that information; evaluate it, and make a decision compatible with Livingstone Range School Division's vision and mission.

Trustees are elected for a four year term. The next election of School Trustees will take place October 2021.

LRSD No. 68 Board of Trustees - 2017-2021 Term

Ward 1

John McKee	mckeejo@lrzd.ab.ca	Claresholm	403-625-2090
Brad Toone	tooneb@lrzd.ab.ca	Claresholm	403-330-1713

Ward 2

Greg Long	longg@lrzd.ab.ca	Crowsnest Pass	403-563-3243
Clara Yagos	yagosc@lrzd.ab.ca	Crowsnest Pass	403-628-2340

Ward 3

Lori Hodges	hodgesl@lrzd.ab.ca	Fort Macleod	403-634-6560
Jim Burdett	burdettj@lrzd.ab.ca	Fort Macleod	403-327-3760
Lacey Poytress	poytressla@lrzd.ab.ca	Fort Macleod	403-849-7514

Board Meetings

Public Board Meetings take place at GR Davis Administrative Building, 410 - 20th Street, Fort Macleod. Dates for these meetings are set in June each year at the Board's Regular Meeting.

For specific dates and times, contact Central Office or check our website at www.lrsd.ca / Board / Board Information.

Board Foundation Statements

Vision

To be leaders in providing quality education to rural students in a dynamic learning environment.

Mission

To develop critical thinkers and life long learners who become contributing citizens. This will be accomplished through consistent delivery of high quality programming and teaching that is responsive to diverse student needs and interest in an inclusive environment.

Core Values

Livingstone Range School Division models and promotes a safe and caring environment of mutual respect within the education community. Accountability for excellence in student achievement is supported by the following behaviours:

- Transparent and effective communication
- Collaborative decision making
- Commitment to success and achievement
- Recognition and celebration of accomplishments

Guiding Principles

- 1) Decisions must be student centered.
- 2) Decisions must take into account our rural geography
- 3) Schools and communities must work collaboratively to provide the best quality education opportunities for students.
- 4) Decisions are best made closest to the child through site-based decision making.
- 5) Decisions reached must be affordable now and sustainable in the future.
- 6) Equitable access to programming opportunities for students within their communities.
- 7) Program delivery must be flexible and responsive to student needs.
- 8) Accountability must be built into every decision.
- 9) Decisions must reflect board policies.



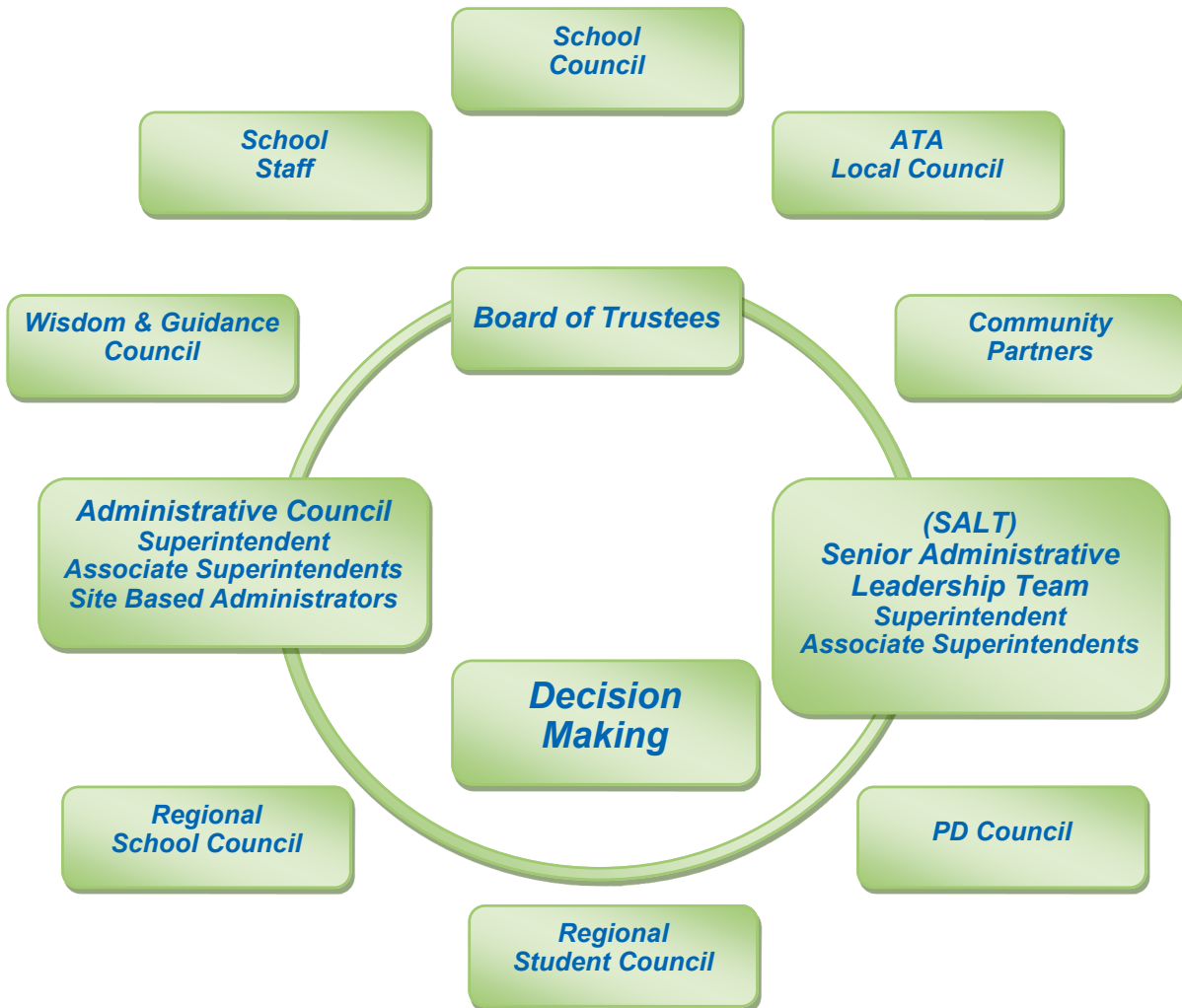
LRSD Divisional Goals, September 2018

Each year the Board of Trustees reviews data from a variety of sources to identify strategic priorities.. At their September 18, 2018 Board Meeting the trustees reaffirmed their support of the following three divisional goals as part of their Three Year Plan.

- 1) Literacy and Numeracy
All students will create, acquire, connect and communicate meaning through literacy and numeracy in a wide variety of contexts.
- 2) Success for All Learners
All students are engaged in meaningful learning that is appropriate, enhances his or her abilities, and takes place in positive learning environments.
- 3) Transitions
The unique learning skills of individual students will be supported in K-12 transition plans and in preparing students for success after high school.

Decision Making

The Livingstone Range School Division believes that decisions must be student centered and made in a collaborative manner. The Board of Trustees works with many stakeholder groups, both formal and informal.



Livingstone Range School Division No. 68 was formed by combining the former school jurisdictions of Crowsnest Pass, Pincher Creek, Waterton Park and Willow Creek. The name is taken from the Livingstone mountain range located within the division; a height of 7788 feet and located at latitude 50° 12' 30" and longitude 114° 27' 21".

The Division serves a population of approximately 25,000 and spans a distance of over 100 kilometers from Fort Macleod in the east, to Crowsnest Pass in the west, and a distance of over 300 kilometers from Nanton in the north, to Waterton in the South.

There were 3,456 Full Time Equivalent students in 14 schools, 4 Outreach schools and 13 Hutterite Colony schools during the 2018-2019 school year, with an operating budget of approximately \$53 million.



Division Services

Division Office in Fort Macleod is open from 8:30 am to 4:30 pm during the school year. We are also open from 8:30 am to 3:30 pm in July and August.

Livingstone Range School Division No. 68
410 - 20th Street (P.O. Box 1810)
Fort Macleod, Alberta T0L 0Z0

Phone (403) 625-3356 Toll Free 1-800-310-6579
Facsimile (403) 553-0370
Website <http://www.lrsd.ab.ca>
Email centraloffice@lrsd.ab.ca

Division Office Staff

Superintendent's Office

Darryl Seguin
Nikki Lytwyn
Sandy Gould
Karly Bond

Title

Superintendent of Schools
Executive Assistant
Administrative Assistant (Human Resources)
Communication Coordinator

Email

seguind@lrsd.ab.ca
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Curriculum & Innovation

Chad Kuzyk
Kathy Charchun
Rod Kettles
Curtis Rigaux
Sterling Tippet
Melanie Housenga
Jacqueline Kark

Associate Supt., Curriculum & Innovation
Numeracy Lead Teacher
Senior Technician
Technician
Technician
Student Information System Coordinator
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Business Services

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Laura Stocker
Greg Gorzitzag
Mike Cahoon
Anthony Burdett
Ginger Besplug
Barbara Murtagh
Jackie Takacs

Associate Superintendent
Transportation Coordinator
OH & S Coordinator
Coordinator of Facilities
Assistant Facilities Coordinator
Director of Finance
Payroll Clerk, Certified Staff
Payroll Clerk, Non-Certified Staff
Accounting Clerk, Maintenance Secretary

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Learning Services

Richard Feller
Kate Schwartzenberger
Lisa Furukawa
Kevin Verberk
Shannon Fraser
Sandra Lamouche
Jennifer Kewley

Associate Superintendent, Learning Services
Clinical Team Leader
Early Learning Supervisor
Behaviour Specialist Teacher
Behaviour Support Worker
FNMI Success Coordinator
Administrative Assistant

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International Students

Chad Kuzyk
Jas Schmirler

International Student Program
International Student Program Admin. Assist.

kuzykc@lrsd.ab.ca
schmirlerj@lrsd.ab.ca

Student & Family Services

Contact your local School Principal or Richard Feller, Associate Superintendent, Learning Services at 1-800-310-6579 or 403-625-3356.

To meet the needs of all students, Livingstone Range School Division utilizes an inclusive framework where a student's strengths are the focus in helping them address their learning needs. Schools are provided resources to work together with students and parents to design supports that can respond flexibly to a student's changing needs within the classroom. Learning Support Teams (learning support teacher, counsellor, administrator and other support personnel) are in place in each school to work with students, parents and teachers to ensure this process is successful. Regular student / parent / teacher conferences are scheduled to ensure proactive discussions take place. Through this change in paradigm we want to keep open, honest dialogue with all partners to enable success for all of our students.

School Based Learning Support Services include:

- In-classroom support
- Literacy programming for students having difficulty with reading, writing and numeracy development
- Behavior and learning assistance
- Challenge programs to support all learners
- Speech and language support
- Assessments
- Program consultation
- Liaising / consultation with outside agency representatives
- Family - School Liaising counselling support

A qualified Learning Support Teacher is available in each school to monitor and coordinate these services. If you have any questions or concerns about your child's learning, please speak with your child's teacher who can then bring the conversation forward to the Learning Support Teacher.

Early Intervention Services

Livingstone Range School Division is committed to providing individualized educational programs within an inclusive environment for young children with an identified need. Parents are key partners in developing and evaluating their child's program. Children with severe physical, emotional or behavioural challenges, may access educational programming as early as 2 years, 8 months of age and receive support for up to three years, prior to school registration. Children with mild or moderate disabilities may enter early childhood programs as early as 3 years, 8 months of age and receive support for up to 2 years, prior to school entry. To inquire about these services contact your local elementary school.

Counselling Services

Livingstone Range School Division provides professional counseling services in all community schools. A qualified Family School Liaison Counsellor is available in each school. An Academic Counsellor and Career Practitioner is available in each school. Services include:

- Personal / Social Counselling
- Preventative Programs
- Consultation
- Academic Counselling (Grades 7-12)
- Liaising and consultation with outside agency representatives
- Career Counselling (Grades 7-12)
- Post Secondary Counselling (Grades 7-12)

Please contact your School Counsellor listed on page 11 for more information.

Services for Students & Families, Continued

Diploma Preparation Program

Prior to the end of each semester, Livingstone Range School Division will offer “Rock the Diploma” weekends, which will assist students with access to a complete diploma course review conducted by an experienced educator of that subject area. These highly qualified and experienced educators will provide 18 hours of review over 3 days to students in Dash 1 and Dash 2 core subject areas in assisting them in preparing to write the diploma exams. Selected diploma courses will be communicated to students well in advance. This Diploma Prep Program support is available to all students, regardless of academic standing. During both semesters, students will be provided with the diploma prep program delivery, transportation from designated locations and lunch for the weekend.

First Nations, Metis and Inuit Education

“In the spirit of reconciliation, the Government of Alberta commits that all Alberta students will learn about the history and legacy of residential schools, along with the history of First Nations, Métis and Inuit peoples of Canada.”

Livingstone Range School Division shares a commitment with the Ministry of Education that all First Nations, Metis, and Inuit students have the opportunity to achieve or exceed the educational outcomes established for Alberta students.

Fulfilling this commitment requires targeted supports and close collaboration to eliminate gaps in achievement and engagement and improve student retention and graduation rates of First Nations, Metis and Inuit students.

Livingstone Range School Division supports a holistic understanding of First Nations, Metis, and Inuit cultures, worldviews, histories, languages, contributions, perspectives, experiences and contemporary contexts. Effective practices that contribute to positive learning experiences, improved student well-being and increased success are an integral part of an inclusive, nurturing and welcoming LRSD environment. Strong respectful relationships are essential to fostering and honoring the students' stories, cultures, and languages while seamlessly blending Aboriginal culture and curriculum to maximize learning. Livingstone Range School Division has a First Nations, Metis & Inuit Success Coordinator to help us fulfill these goals.



School Counselling Staff

A.B. Daley School	403-646-3161	FSL: Tracey Wallace
J.T. Foster School	403-646-2264	FSL: Tracey Wallace
		Career Practitioner: Lettie Croskery
Stavelly School	403-549-3757	FSL: Quinn Sampson
West Meadow Elementary School	403-625-4464	FSL: Quinn Sampson
Willow Creek Composite High	403-625-3387	FSL: Julie Isaac
		Career Practitioner: Lettie Croskery
Granum School	403-687-3734	FSL: Karen Sparkes
W.A. Day Elementary School	403-553-3362	FSL: Karen Sparkes
F.P. Walshe High School	403-553-4411	FSL: Marli Duncan
		Career Practitioner: Christina Bazell
Canyon School	403-627-3118	FSL: Lindsey Michalsky
Matthew Halton High School	403-627-4414	FSL: Holly Stewart
		Career Practitioner: Christina Bazell
Livingstone School	403-628-3897	FSL: Janet Elder
		Career Practitioner: Jennifer Ziebert
Horace Allen School	403-563-3998	FSL: Karen Manzer
Isabelle Sellon School	403-562-8816	FSL: Karen Manzer
Crowsnest Consolidated High	403-563-5651	FSL: Kelsey Yeliga
		Career Practitioner: Jennifer Ziebert
Jurisdictional FSL	403-682-8024	LRSD Clinical Team Lead: Kate Schwartzenberger

Outreach Schools

Livingstone Range School Division provides four outreach programs for students at the senior high level as an alternative program from the traditional school environments. The overall goal of these programs is to assist students in becoming academically successful. Students accessing outreach programs may be experiencing any of the following:

- Low self esteem
- A delay in academic achievement
- Inconsistent school attendance
- At risk of dropping out of school
- May have already quit school
- Require more flexible programming

Outreach North. Services the students from Nanton to Claresholm. To inquire about this program, contact Outreach North at 403-625-3541.

Walshe Crossroads Campus. Serves the students in Fort Macleod and surrounding area. For inquiries, call 403-553-0318.

MHHS Gateway School. Serves students from Pincher Creek and surrounding area. For inquiries, contact 403-339-1254

Outreach West. Located in Coleman and serves the Crowsnest Pass area. Contact 403-753-5368.

Technology Services

For further information contact Chad Kuzyk Associate Superintendent (Curriculum & Innovation) at 1-800-310-6579 or 403-625-3356.

The role of technology in Livingstone Range School Division is to support the learning process of students. Technical Support is provided to the jurisdiction by an Associate Superintendent, three technicians and a student information system coordinator.

Quick Facts.

- Goal - Maintain minimum student access at a 4:1 student to computer ratio
- A flexible Innovation Fund is available to use at the discretion of the school during the evergreening process to meet the technology and learning needs of students
- Goal - Maintain teacher/administrator/librarian access at a 1:1 teacher to computer ratio
- Wireless capabilities in all schools
- Courses offered via Video Conferencing / On-line Virtual School / ADLC/ Enhanced Learning Model

Assistive Technology

There are a wide variety of media, devices and services to support students in their learning:

- All Schools and students have access to Read & Write Gold for Google (text to speech software).
- Schools have access to iPads for assistive technology.

Internet Safety

Livingstone Range School Division is committed to providing a safe and caring environment for students in our schools. A digital environment can be a wonderful experience; however, as with anything else, there are dangers to be aware of and avoid. There are a number of ways to help students safely navigate the digital world.

- LRSD has basic content filtering software installed jurisdictionally that blocks inappropriate internet access by categories such as “adult material, hacking and malware”.
- Processes are in place at each school to block sites that are sources for inappropriate conduct and contact such as cyberbullying, predation and on-line exploitation.
- A Network *Responsible Use Agreement* is in place to assist students and staff in understanding the expectations of digital use in the school environment.
- Sessions are provided to students to foster an understanding of the appropriate use of the internet (Digital Citizenship)
- Teachers inform, support and enforce internet research practices that encourage students to evaluate and validate the source, quality, reliability and appropriateness of the information that they gather.
- Students are instructed on appropriate conduct when using digital forms of communication and are provided instruction and support on what to do if they encounter harassing, threatening, inappropriate or illegal behaviour or material.



School Fees

2019-2020 School Fees & Service Charges

In accordance with the introduction of *Bill 1: An Act to Reduce School Fees* as well as the *School Fees and Cost Regulation*, there will be no schools fees charged to parents for Text Books, Work Books, Photocopying, Printing or Paper Supplies.

The Board of Trustees for the Livingstone Range School Division have gone one step further and eliminated the technology fee charged in years past.

The Board has also identified three areas of service provided by schools and parameters around charging fees for the service.

Basic Educational Services

No fee will be charged for services, supports and materials required for a student to successfully complete a prescribed program of instruction as defined in the Guide to Education. Examples may include in-class instruction and supports, handouts, textbooks, mandatory workbooks, paid electronic educational content and photocopying.

Enhanced Educational Services

Principals may assign fees for services, supports and materials that are not required for a student to successfully complete a prescribed program of instruction as defined in the Guide to Education. Examples may include curricular field trips, programs of choice, cultural activities, and options programming.

Non-curricular Services

Principals may assign fees for optional activities or materials that are outside of the educational mandate of the Division. Examples may include sports teams, clubs, agendas/student planners, yearbooks, and extended non-curricular trips.

All fees must be used for the purpose that was specified prior to being charged and collected on a cost recovery basis.

School Fee Summary Document

A School Fee Summary Document will be completed annually, reviewed with the School Council and posted on the school's public website.

Fee Payments

Fees are payable at the beginning of the school year. For payment options, please consult with your local school.

To pay student fees electronically go to <https://lrzd.schoolcashonline.com>

Fee Waiver

To find information for the LRSD waiver of fee process and qualifications, please go to [LRSD.ca](https://lrzd.ca)

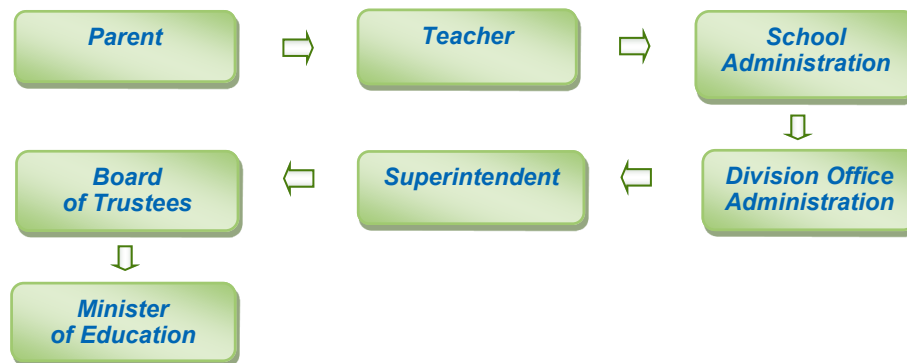
For further information on school fees please go to the [LRSD.ca](https://lrzd.ca) website to view Administrative Procedure 505 Students Fees and Service Charges. (*About - LRSD Documents - Administrative Procedures*)

Appeals

Livingstone Range School Division school staff strive to work together with all students and parents to design appropriate programming based on shared information. Any concerns can be addressed at the school level with the classroom teacher and School Principal, and then if necessary, with the jurisdiction to determine the required next steps (Board Policy 14, Livingstone Range School Division No. 68). If need be, further problem solving can then involve the Superintendent of Schools, the School Board, or the Minister of Education.

Dispute Resolution Process for Parents

The following visual provides a graphic overview of the process for resolving conflicts.



Steps in the Conflict Resolution Process

First Steps

Schools are required to make every reasonable effort at the school and district level to resolve concerns collaboratively with parents. Despite these efforts, if there remains a disagreement between parents and the school with a decision related to the child's educational programming, the first step is for the parent to talk to the teacher to try to resolve the concern together. If that fails, the next step is for the parent to talk to the School Principal and/or Assistant Principal. Together with the teacher and school administrator, most issues that affect a student's educational program should be resolved.

Next Steps

Should the teacher and school administrator not be able to resolve the concern with the parent, they may refer the parent to a staff member at the Division Office. If, after this step, the parent still does not agree with the Division Office staff member's decision, the parent should write the office of Superintendent to express their concern. If the concern is not resolved by the Superintendent, the parent may apply in writing to the Board Chair to initiate a board-level appeal in accordance with Board Policy 14, if applicable under Board Policy 14.

The Final Step

If the parent does not agree with the Board's decision after the board-level appeal, the parent may request in writing that the Minister of Education conduct a Review by the Minister for specific decisions. In accordance with the Education Act of the Province of Alberta, the Minister may review a Board decision on a matter that the Board and parents have not been able to solve with respect to placement in an educational program, expulsion decision, home education matters, amount and payment of fees, accuracy or completeness of a student record.

Student Transportation

For more information, please contact Phil McGale, Transportation Coordinator at Central Office , 403-625-3356 , cell 403-625-1027 or toll free at 1-800-310-6579.



Bad Weather Days

There have been several interesting weather situations over the past few school years. The following outlines the decision to close schools or to stop buses from travelling.

Administrative Procedure 542: Bussing During Inclement Weather indicates that the driver of each bus is responsible for making the final decision on whether or not to operate on any day in which student safety may be in jeopardy. The driver may check with one or two parents along the route prior to making this decision. When the decision is made not to operate an individual bus route, the driver notifies the Coordinator, Transportation, as well as parents along the route. The Coordinator will notify principals of the schools affected. If the majority of busses in an area are not operating, the Coordinator, Transportation will notify the Superintendent or designate, who will in turn decide to close schools in the busing area affected or leave schools open without buses operating.

When school closures have been announced, bus drivers will be notified and they will, in turn, notify parents on their route. Once students are at school, drivers are encouraged to leave them until the end of the school day. After consulting with parents, school principal, and the busing supervisor, a bus driver may decide to take students home from school early. However in case students have to stay at school due to bad weather, each principal is required to have a contingency plan in place to accommodate students overnight.

Bad Weather Days, Continued

Listen to radio stations **(High River)** CFXO 99.7 and CHRB-AM 1140; **(Crownsnest Pass)** CJPR 94.9; **(Lethbridge)** Country 95.5 FM, LA 107.7 FM, CJBZ 93.3, CJOC 94.1 (Lethbridge) for school closure announcements.

Specific information on school closures and busses not operating due to bad weather will be posted on the Livingstone Range School Division website. This announcement will be indicated by a "Red Bus" icon on the website home page and on individual school websites. Clicking on the bus icon will bring up a list of bus routes and affected buses will be highlighted in red.



Safe & Caring

Student Safety

Livingstone Range School Division schools are safe, nurturing, positive and respectful learning environments that enable all students to succeed to their full potential. Our schools are places that promote peaceful problem solving, academic excellence and a sense of belonging for all students. Students are expected to demonstrate respect for their fellow students and staff, and promote the values they need to become responsible members of society. Schools monitor attendance. They want to ensure your child arrives at school safely. In order to assist the school with this monitoring, your assistance is appreciated. *Please notify the school if your child will be absent or late.* Additionally, please ensure the school has an updated emergency number in the event your child is injured or becomes ill at school.

Student Threat Assessment Fair Notice and Process

Introduction

Livingstone Range School Division is committed to creating and maintaining school environments in which students, staff, parents and others feel safe. Schools will respond to all threats of violence.

What Behaviours Initiate a Student Threat Assessment?

A Student Threat Assessment will be initiated when behaviours include, but are not limited to:

- Serious violence or violence with intent to harm or kill
- Verbal / written threats to harm or kill others
- Internet / social media threats to kill or injure others,
- Possession of weapons (including replicas), bomb threats and fire setting
- Gang related intimidation and violence
- Sexual intimidation or assault

Duty to Report

To keep school communities safe and caring, staff, parents, students, and community members must report all threat related behaviours to school administration.

What is a Threat?

A threat is an expression of intent to do harm or act out violently against someone or something. Threats may be verbal, written, drawn, posted on the Internet or made by gesture. Threats must be taken seriously; staff will investigate and respond to all threats.

Safe & Caring, Continued

What is a Threat Assessment

Each school has a Threat Assessment Team which is multi-disciplinary. The team includes an administrator, counsellor and police. It may also include a mental health professional and child and youth services worker.

What is the Purpose of a Student Threat Assessment?

- To ensure the safety of students, staff, parents and others
- To ensure a full understanding of the context of the threat
- To begin to understand the factors that contribute to the threat maker's behaviour
- To be proactive in the development of an intervention plan that addresses the emotional and physical safety of the threat maker
- To promote the emotional and physical safety of all

What is the Process in a Student Threat Assessment?

All threat making behaviour(s) by a student(s) shall be reported to the principal who will activate the protocol for the initial response.

Once the team has been activated, interviews may be held with the student(s), the threat maker, parents and staff, along with a digital investigation/assessment to determine the level of risk and develop an appropriate response to the incident.

Intervention plans will be developed and shared with parents, staff and students as required.

Can I Refuse to be part of the Student Threat Assessment Process?

It is important for all parties to engage in the process. However, if for some reason there is a reluctance to participate in the process, by the threat maker or parent / guardian, the threat assessment process will continue in order to ensure a safe and caring learning environment for all.

Failure to comply with conditions relating to Threat Assessments could render a student ineligible to return to classes.



Supporting Your Child

Starting Ages

Students must be six years of age on or before December 31, 2019, to start in Grade 1 in the fall. Kindergarten students need to be five years of age by this same date to begin.

Parental Involvement

Parent involvement in school activities is an essential part of an effective school. Parent involvement in schools may take various forms:

- Maintaining effective two-way communication with your teacher and school
- Assisting children with their learning activities at home
- Involving the community in school activities
- Volunteering in school activities
- Participating in school councils

Parents can share the experience!

You can help your child enjoy school by:

- Getting to know your child's friends
- Talking with your child about school activities and routines
- Encouraging, supporting, and modeling positive attitudes about education
- Talking with your child about school, interests, friends
- Knowing school rules, program expectations, discipline policies, and grading practices
- Participating in parent-student-teacher conferences
- Reading information provided by the school such as newsletters, teachers' notes and website postings
- Attending special events

School Council

School Councils were established in 1995 to increase parent and community involvement. They are mandatory for all public schools including charter schools. School Councils play an important role by providing advice and assistance to School Principals and Trustees regarding educational issues. Involvement on School Councils include:

- Focusing on education matters
- Providing input on various matters such as school budgets, program planning
- Serving as a liaison between parents, the school and community groups
- Gathering information and sharing experiences
- Supporting the goals and objectives of the school

School Councils must have the following members:

- 1) Parents of student enrolled in the school (parents must form majority of the members)
- 2) School Principal
- 3) Teachers
- 4) Community Representative who is not the parent of a child in the school (optional)
- 5) Students (high school level)

Schools may add more representatives depending on their needs. Each School Council establishes by-laws to guide their work. Through School Councils, Albertans assume an advisory role in education matters from academic programming to budgeting. Get involved! By getting involved, you will make a positive difference in your child's school years.

Regional School Council

Regional School Council membership includes one representative from each School Council, the Board of Trustees, representatives from senior management, school administrators, student representatives from the Regional Student Council and invited guests. The Council meets three times a year.

Regional School Council's mandate is to:

- Facilitate sharing between School Councils.
- Develop resolutions for the Alberta School Councils Association.
- Share knowledge and expertise.
- Provide an avenue of communication between School Councils and the Board of Trustees.
- Work together to address and discuss issues of common interest.
- Celebrate successes.

Regional Council of Student Leaders

Regional Student Council membership includes members of each Grade 7-12 schools and their advisors, the Board of Trustees and the Superintendent, or designate.

Regional School Council's purpose is to:

- Provide a forum for student input and voice
- Utilize student voice in making educational decisions.
- Foster understanding of leadership in a democratic context and build leadership capacity with students.
- Share ideas and learn from each other.
- Bring forward issues and concerns.

Volunteering

Because we consider volunteers an important part of our school system, and the safety of children in our first concern, we ask that volunteers have a **criminal record check** done prior to arriving for volunteer work. All of our local RCMP detachments have agreed to complete these checks at no cost to the volunteer, so please contact your school and local RCMP detachment for the proper forms you will need to complete. When your child moves to a new school, we ask that volunteers obtain a new record check. We appreciate your cooperation in keeping all of our children safe.

Alberta Education Curriculum

The Alberta Education Curriculum information is available online on the Alberta Education Website at: <http://education.alberta.ca>. This website also provides a concise grade-at-a-glance summary and quick overviews of what students are expected to learn in each grade.

Grade 12 Resources

Grade 12 students looking for scholarships can visit the following websites: www.alis.gov.ab.ca/scholarships/main.asp or www.scholarshipscanada.com or contact their School Academic Counsellor or Career Practitioner

Professional Development

Teachers have the greatest impact on student learning.

By valuing the performance and building the capabilities of our teachers - particularly their expertise, intellectual development, professional judgment and networks - we improve educational outcomes for students.

Ongoing professional development for teachers is essential to:

- Ensure teachers are effective educators and leaders.
- Maintain quality schooling and training.
- Promote professionalism.
- Encourage a sense of scholarship within the teaching community.

Research confirms that teachers need both internal and external professional development to enhance their capabilities. Both play important, independent roles in improving schools for students.

Livingstone Range School Division has a responsibility to allocate its resources effectively - in programs, buildings, and also in the development of great teachers so that all students can have high-quality instruction.

Just like practitioners in other professions, teachers need to deepen their knowledge and improve their skills over the course of their careers. In Livingstone Range School Division, like all school divisions, professional development takes many forms. It may be a division-wide school PD day, where all school staff get together to work on a school-based project. It may be Divisional Day, held annually when all staff are together at one site. It may be individual or team-based attendance at conferences where speakers provide information about the latest trends in teaching. Or, it may be coaching or mentoring with colleagues or other professionals.

Staff professional development helps all students reach higher levels of learning. It is the key to any school improvement or enhancement in teaching style. Because professional development usually involves a break in the normal school schedule parents should refer to their child's school webpage for information regarding their school calendar with site-based professional development days.



Livingstone Range Schools

Nanton

A.B. Daley School
2409 - 24th Avenue
Nanton, AB T0L 1R0

K-6

Website: www.abdaleyschool.ca
Phone: (403) 646-3161
Principal: Jolene Becker (beckerj@lrsd.ab.ca)

J.T. Foster School
2501 - 22nd Street
Nanton, AB T0L 1R0

7-12

Website: www.jtfosterhighschool.ca
Phone: (403) 646-2264
Acting Principal: Roger Doucet (doucetr@lrsd.ab.ca)

Stavelly

Stavelly School
4823 - 49th Street
Stavelly, AB T0L 1Z0

K-6

Website: www.stavelyschool.ca
Phone: (403) 549-3757
Principal: Leanne Watson (watsonl@lrsd.ab.ca)

Claresholm

West Meadow Elementary School
5613 - 8th Street West
Claresholm, AB T0L 0T0

K-6

Website: www.westmeadowschool.ca
Phone: (403) 625-4464
Principal: Sean Latta (lattas@lrsd.ab.ca)

Willow Creek Composite High School
628 - 55th Avenue West
Claresholm, AB T0L 0T0

7-12

Website: www.willowcreekhighschool.ca
Phone: (403) 625-3387
Principal: Jacqueline Kark (karkj@lrsd.ab.ca)

Gratum

Gratum School
408 - 2nd Avenue
Gratum, AB T0L 1A0

K-9

Website: www.gratumschool.ca
Phone: (403) 687-3734
Principal: Nick Beer (beern@lrsd.ab.ca)

Fort Macleod

W.A. Day Elementary School
510 - 20th Street
Fort Macleod, AB T0L 0Z0

K-5

Website: www.wadayschool.ca
Phone: (403) 553-3362
Principal: Dave Fender (fenderd@lrsd.ab.ca)

F.P. Walshe High School
538 - 16th Street
Fort Macleod, Alberta T0L 0Z0

6-12

Website: www.fpwalshehighschool.ca
Phone: (403) 553-4411
Principal: Sterling Paiha (paihas@lrsd.ab.ca)

Pincher Creek
Canyon School

408 Victoria Crescent
Pincher Creek, AB T0K 1W0

K-6

Website: www.canyonschool.ca

Phone: (403) 627-3118

Principal: Paul Pichurski (pichurskip@lrzd.ab.ca)

Matthew Halton High School

645 Davidson Avenue
Pincher Creek, AB T0K 1W0

7-12

Website: www.matthewhaltonhighschool.ca

Phone: (403) 627-4414

Principal: Tara Tanner (tannert@lrzd.ab.ca)

Lundbreck
Livingstone School

215 Robinson Avenue
Lundbreck, AB T0K 1H0

K-12

Website: www.livingstoneschool.ca

Phone: (403) 628-3897

Principal: Chad Jensen (jensenc@lrzd.ab.ca)

Crowsnest Pass
Horace Allen School

2006 - 76th Street
Coleman, AB T0K 0M0

K-3

Website: www.horaceallenschool.ca

Phone: (403) 563-3998

Principal: Elaine Garner (garner@lrzd.ab.ca)

Isabelle Sellon School

12602 - 18th Avenue
Blairmore, AB T0K 0E0

4-6

Website: www.isabellesellonschool.ca

Phone: (403) 562-8816

Principal: Marnie Davidson (davidsonm@lrzd.ab.ca)

Crowsnest Consolidated High School 7-12

8901 - 20th Avenue
Coleman, AB T0K 0M0

Website: www.crowsnesthighschool.ca

Phone: (403) 563-5651

Principal: Christine McKie (mckie@lrzd.ab.ca)

Outreach Schools

Outreach North
Walshe Crossroads Campus
MHHS Gateway School
Outreach West

Jacqueline Kark, Principal Willow Creek Composite (403) 625-3387

Sterling Paiha, Principal F.P. Walshe (403) 553-4411

Tara Tanner, Principal Matthew Halton High (403) 627-4414

Christine McKie, Principal Crowsnest Consolidated (403) 563-5651

Home Education Principal

Jacqueline Kark

(403) 687-3734

Hutterite Colony Schools

Clear Lake
Daly Creek
Ewelme
Greenwood
Jumbo Valley
Little Bow
Livingstone
Parkland
Pincher Creek
Spring Point
Thompson
Waterton
Willow Creek

Principal: Wes Wescott

(403) 627-4414

Kevin Beggs

(403) 625-4644

Jennifer Perez

(403) 384-0939

Justin Holladay

(403) 308-8529

Paul Lawrence

(403) 553-4750 ext. 100

Linda Frandsen

(587) 800-1071

Tanya Law

(403) 897-2195

LaDonna Schamber

(403) 628-2960

Dawn MacLachlan

(403) 646-3086

Brad Kropinak

(403) 627-2709

Linda Hammond

(403) 553-3404

Marjorie Latimer

(403) 553-2910 ext. 252

Jennifer Jones

(403) 626-2341

Allyssa Berner

(403) 625-3370

Notes

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Livingstone Range School Division No. 68

410 — 20th Street

P.O. Box 1810, Fort Macleod, AB T0L 0T0

www.lrsd.ca



Livingstone Range
SCHOOL DIVISION NO. 68