

## Livingstone Range School Division #68 Minutes of the Board of Trustees

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The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Wednesday, March 13, 2019 commencing at 1300 hours at the LRSD No.68 Central Office, G.R. Davis Administrative Building, Fort Macleod, Alberta. Following are the minutes from the meeting.

Attendance: Trustees Jim Burdett, Lori Hodges, Lacey Poytress, Brad Toone, John McKee, Greg Long and Clara Yagos.

Darryl Seguin, Superintendent  
Ken Sampson, Deputy Superintendent – Administrative Services  
Nikki Lytwyn, Executive Assistant

### A. Call to Order

Karly Bond, Communications Coordinator entered meeting at 1300 hours.

Frank McTighe – Fort Macleod Gazette entered meeting at 1301 hours.

Chair Toone called the meeting to order at 1319 hours.

### A.1 Acknowledgement of Land – Trustee Burdett

### B. Consent Agenda

Superintendent monthly report was removed from consent agenda. Darryl Seguin gave more information to the Board of Trustees regarding the Leader in Me symposium, student engagement meetings and education service agreement meetings with PBOE and KBE.

### C. Emergent Changes to the Agenda

Item E.1 - Edwin Parr Nomination – postponed until end of meeting – K. Sampson

Item E.4 – Fiscal Monitoring Report – postponed until Apr. 10<sup>th</sup> meeting – J. Perry

Item F3 – LRSD Board of Trustees Policy Changes – postponed until Apr. 10<sup>th</sup> meeting – Trustee Yagos

Item G3 – MHHS Student part of Ministers youth Council – postponed until to Apr. 10<sup>th</sup> meeting – D. Seguin

**18-108** Trustee Poytress moved that the March 13, 2019 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

**Carried**

### D. Declaration of Conflict of Interest

**18-109** The Board of Trustees were asked to declare if they have any conflicts of interests relating to agenda items from the March 13, 2019 Board Meeting and if so should declare them.

**None Declared**

### E. Discussion/Information Items

### E.1 Edwin Parr Nomination

Ken Sampson, Deputy Superintendent provided the Board with information regarding our Division's Edwin Parr nominee. The Edwin Parr Award honours outstanding first-year teachers in Alberta. School boards across the province nominate one exceptional candidate for the award to their ASBA zone committee each year. As the 2019 LRSD

nominee, we congratulate Alana Millard from A.B. Daley School and wish her the best of luck at the awards banquet. For more information on our LRSD nomination please click [here](#).

**E.2 Introduction of Communication Coordinator and Communications Plan Update**  
*D. Seguin*

Superintendent Seguin introduced Karly Bond our LRSD Communications Coordinator. Karly provided the Board with an update of the communications plan work being accomplished throughout the division. She provided a summary of the 2018-19 communications plan with key deliverables that she is currently implementing.

Anthony Burdett, Finances Director entered meeting at 1340 hours.

Karly Bond, Communications Coordinator exited meeting at 1342 hours.

**E.3 2019-2020 Projected Enrolment Numbers**

Enclosed with the agenda is information regarding projected enrolment for September 30, 2019. Anthony Burdett, Finances Director reviewed the enrolment projections.

**E.4 Fiscal Monitoring Report – postponed until Apr 10<sup>th</sup> meeting**

**E.5 Professional Learning**

Time was provided for any trustee to discuss/report or seek approval of the Board for professional learning events.

**18-110**

Trustee Long moved that the Board of Trustees approve Trustee Yagos, Poytress and Hodges to attend the ASCA Conference and AGM April 26-28, 2019.

**Carried**

**E.6 Graduations**

Chair Toone reviewed the list of graduations to the Trustees for information.

**F. Action Items**

**F.1 Ad Hoc Advocacy Committee Motion**

In response to the February 13, 2019 motion #18-099 *“Trustee Hodges moved that the Board of Trustees add a third member to the Ad-Hoc Advocacy Committee commencing immediately with an end date to coincide with the announcement of the modernization of J.T. Foster School.”*

**18-111**

Trustee McKee moved that the Board of Trustees approve Trustee Toone, McKee and Hodges to serve on the Ad/Hoc Advocacy Committee.

**Carried**

**F.2 Remuneration Committee Motion**

*Chair*

In response to the February 13, 2019 motion#18-102 *“Trustee Poytress moved that the Board of Trustees approve the creation of a remuneration committee to be a standing committee of the Board, consisting of three Trustees and the Superintendent or designate.”*

**18-112**

Trustee Burdett moved that the Board of Trustees approve Trustee Burdett, Poytress, Yagos and the Superintendent or designate to serve on the Remuneration Committee.

**Carried**

**F.3 LRSD Board of Trustees Policy Changes – postponed until April 10<sup>th</sup> meeting**

**F.4 Ten Year Facility Plan / Three Year Capital Plan**

Alberta Education's deadline for submission of the Ten-Year Facilities Plan and the Three-Year Capital Plan is April 1, 2019. Enclosed with the agenda was a copy of the updated proposed plan and historical reports used to determine the priority order. Superintendent Seguin discussed the proposed recommendation.

**18-113**

Trustee Yagos moved that the Board of Trustees approve the updated Livingstone Range School Division No. 68 Ten Year Facilities Plan and Three Year Capital Plan and that it will be submitted to Alberta Education by April 1, 2019.

***Carried***

**F.5 2019-2020 Instructional Funding Allocation Formula**

The Instructional Funding Allocation Formula is the way in which divisional resources are allocated out to schools, departments and initiatives. The divisional committee meets annually to review and discuss potential adjustments to the formula that would improve the operations of the division, manage divisional funds effectively and to meet the goals and priorities of the division. Superintendent Seguin shared with the board a summary of the proposed formula and the rationale for the proposed adjustments

**18-114**

Trustee Long moved that the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2019-2020 school year.

***Carried***

Lisa Furukawa, Early Learning Supervisor entered meeting at 1404 hours.

A Health Break was held at 1425 hours and the meeting was called back to order at 1436 hours.

Laura Stocker, Health and Safety Coordinator entered the meeting at 1430 hours. Superintendent Seguin introduced Laura Stocker to the Board as our New Health and Safety Coordinator. Laura gave a brief overview of her position and plans for upcoming work to be carried throughout the division. As she has only had the position for 1 ½ weeks Laura is making great progress and we already see her as being an integral part of the LRSD team.

Laura Stocker, Health and Safety Coordinator exited meeting at 1440 hours.

**G. Success for all Learners**

**G. 1 Early Learning in Livingstone Range School Division**

Lisa Furukawa, Early Learning Supervisor presented an update of early learning throughout the division. A few of the highlights she provided (1) Students receiving much needed supports have grown from 40 to 72 in the last 3 yrs. (2) Hanen programs and training have been implemented throughout the division. (3) Lisa has applied and secured the Early Learning and Child Care (ELCC) Grant. The grant has help create 20 new spaces and a daycare coordinator at Canyon Day Care. The grant also provided funds for professional development for staff.

Sandra Lamouche, FNMI Success Coordinator entered the meeting at 1516 hours.

Lisa Furukawa, Early Learning Supervisor exited the meeting at 1520 hours.

**G.2 First Nations, Metis and Inuit Education**

Sandra Lamouche, FNMI Success Coordinator presented an update of the work being accomplished throughout the division. Along with many other wonderful and exciting plans, committees, partnerships and resources Sandra has successfully applied for and secured two highly sought-after Alberta Education grants. (1) Indigenous Languages in Education (ILE) Grant program, which is designed to facilitate support for early childhood education and K-12 Indigenous language and culture programs across the province (\$100,000). (2) Research Partnerships Program (RPP) Grant that is designed to utilize emerging Indigenous trauma-wisdom scholarship and practices in teaching and learning. The project will research the potential of K-12 courses and resources that promote intellectual, cultural, social and emotional learning (\$50,000).

**G.3 MHHS Student part of Ministers Youth Council – postponed until April 10<sup>th</sup> meeting.**

**H. Key Messages from Today's Meeting**

- 1) Edwin Parr Nomination
- 2) Grant & Partnership - FNMI Presentations & Early Learning Presentation
- 3) 2019-2020 Instructional Funding Allocation Formula
- 4) Ten Year Facility Plan / Three Year Capital Plan

A Health Break was held at 1550 hours and the meeting was called back to order at 1602 hours.

**I. In-Camera**

**I.1 Labour**

**18-115** Trustee Burdett moved that the Board of Trustees go in-camera at 1602 hours. **Carried**

**18-116** Trustee Hodges moved that the Board of Trustees revert the meeting back to the regular board meeting at 1710 hours. **Carried**

**K. Adjournment**

**18-117** Trustee Yagos moved to adjourn the meeting at 1711 hours. **Carried**

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**Chairman**

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**Secretary-Treasurer**