

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

The Regular Board Meeting of Livingstone Range School Division No. 68 was held on Wednesday, November 28, 2018 commencing at 1030 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, Greg Long, Lacey Poytress, Brad Toone and Clara Yagos.

Darryl Seguin, Superintendent
Jeff Perry, Associate Superintendent - Business Services
Ken Sampson, Deputy Superintendent – Administrative Services
Nikki Lytwyn, Executive Assistant

A. Call to Order

Chair Toone called the meeting to order at 1030 hours.

Anthony Burdett, Director of Finance entered the meeting at 1030 hours.

A.1 Acknowledgement of Land – Trustee Burdett.

Mr. Ken Sampson, Deputy Superintendent entered meeting at 1034 hours.

Mr. Darren Adamson CPA, CA of Avail CPS, Lethbridge entered meeting at 1035 hours.

B. Emergent Changes to the Agenda

Item E.4 - Fall Update Budget – Jeff Perry
Item G – In-Camera Session

18-064

Trustee Hodges moved that the November 28, 2018 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

C. Declaration of Conflict of Interest

The Board of Trustees were asked to declare if they have any conflicts of interests relating to agenda items from the November 28, 2018 Board Meeting and if so should declare them.

None Declared

D. Consent Agenda

Consent agenda accepted as presented.

E. Action Items

E.1 Draft Financial Statement

Mr. Darren Adamson CPA, CA of Avail CPA, Lethbridge discussed in detail the Audited Financial Statements for the Year Ended August 31, 2018.

18-065

Trustee Hodges moved that the Board of Trustees approve the Audited Financial Statements for the period ended August 31, 2018 for the Livingstone Range School division No.68.

Carried

A short health break was held at 1101 hours Chair Toone called meeting back to order at 1105 hours.

Anthony Burdett, Director of Finance exited meeting at 1103 hours.

Greg Gorzitza, Coordinator of Facility Services entered meeting at 1104 hours.

Mr. Darren Adamson CPA, CA of Avail CPS, Lethbridge exited meeting at 1105 hours.

Chair Toone called meeting back to order at 1105 hours.

E.2 IMR Results & Plan

One of a school jurisdiction's highest priorities regarding their school facilities is to ensure that health, safety and essential upgrading needs, including emergent projects, are completed as required. IMR funding is provided to meet these needs and eliminate deferred maintenance. IMR funding is only provided for government owned facilities and is not provided for privately owned buildings. To deal with emergent projects as they arise, school jurisdictions should consider setting aside contingency funding.

Mr. Jeff Perry, Associate Superintendent of Business Services and Mr. Greg Gorzitza, Coordinator of Facility Services reviewed the LRSD Infrastructure Maintenance and Renewal 2018-19 Plan with the Board of Trustees.

Anthony Burdett, Director of Finance entered meeting at 1108 hours and exited meeting at 1110 hours.

18-066

Trustee Yagos moved that the Board of Trustees approve the 2018-2019 Infrastructure Maintenance and Renewal Expenditure Plan as presented.

Carried

Greg Gorzitza, Coordinator of Facility Services exited meeting at 1124 hours.

E.3 3 Year Education Plan & AERR

Mr. Darryl Seguin, Superintendent reviewed the in-depth Three (3) Year Education Plan & 2018-2018 Annual Results Report with the Board of Trustees. To see the document please refer to our website, www.lrsd.ca under tabs: About/LRSD Results and Reports. Mr. Seguin will submit the documentation by the Deadline, Friday November30, 2018. The Board thanked Mr. Seguin for an excellent job on the report and plan.

18-067

Trustee Poytress moved that the Board of Trustees approve the 3 Year Education Plan & 2017-2018 Annual Results Report for Livingstone Range School Division No. 68.

Carried

A lunch Break was held at 1215 hours and the meeting was called back to order at 1302 hours.

Frank McTighe, Fort Macleod Gazette, entered meeting at 1302 hours.

E.4 Fall Update Budget

Mr. Jeff Perry, Associate Superintendent of Business Services, reviewed the Fall 2018 Update to the 2018-2019 Budget. The document Included Operations Revenues, Expenses, Accumulation Surplus from Operations (projected). Staff FTE's, Fees and Early Childhood Services.

F. Key Messages from Today's Meeting

- 1) W.A. Day School Visit
- 2) Three Year Education Plan and Annual Results Report (AERR)
- 3) IMR Results and Plan
- 4) Audited Financial Statement & Budget Update

A short health break was held at 1322 hours Chair Toone called meeting back to order at 1330 hours.

Frank McTighe, Fort Macleod Gazette, exited meeting at 1330 hours.

G. In-Camera

18-068 Trustee Poytress moved that the Board of Trustees go in-camera at 1331 hours. **Carried**

18-069 Trustee Burdett moved that the Board of Trustees revert the meeting back to the regular board meeting at 1412 hours. **Carried**

H. Adjournment

18-070 Trustee Yagos moved to adjourn the meeting at 1413 hours. **Carried**

Chairman

Secretary-Treasurer