



Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on January 8, 2020 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 Lori Hodges, Jim Burdett, Lacey Poytress, Brad Toone, John McKee, and Greg Long

Darryl Seguin, Superintendent
Jeff Perry, Associate Superintendent, Business Services
Richard Feller, Associate Superintendent, Learning Services
Chad Kuzyk, Associate Superintendent, Curriculum & Innovation
Nikki Lytwyn, Executive Assistant

Trustee Clara Yagos unable to attend

Frank McTighe, Fort Macleod Gazette entered meeting at 1300 hours

Savi Houldin, ATA President entered meeting at 1300 hours.

A. Call to Order at 1313 hours

A.1 Acknowledgement of Land

B. Consent Agenda

B.1 Approval of Minutes

If there are no errors or omissions in the minutes of the December 11, 2019 Regular Board Meeting of the Livingstone Range School Division, it is recommended that the minutes be approved by the Board and signed by the Chair.

B.2 Business Arising from the Minutes

B.3 BP 21 Edit

19-101 Trustee Long moved that the January 8, 2020 Consent Agenda be approved by the Board of Trustees as presented.

Carried

C. Emergent Changes to the Agenda

Item E.6 – Add Board Meeting Change of Dates - Chair

19-102 Trustee Poytress moved that the January 8, 2020 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

D. Declaration of Conflict of Interest

19-103 That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the January 8, 2020 Board Meeting and if so should declare them.

None Declared

NOM Trustee Long made a notice of motion to add to the February 10, 2020 regular Board meeting - *Voting Procedures for Board Positions*.

E. Action Items

E.1 LRSD Fact Sheet on Reserves

The LRSD Fact Sheet on Reserves is the document that summarizes the financial reserves held by the Livingstone Range School Division and identifies where they have been designated. LRSD reserves are reviewed on an annual basis after the completion of the Audited Financial Statements.

19-104 Trustee Toone moved that the Board of Trustees approve the LRSD Fact Sheet on Reserves based on the 2019 Audited Financial Statements.

Carried

E.2 Reappointment of Superintendent

The Board believes Mr. Seguin has met the expectations of the Board since he started in the role of Superintendent for LRSD.

19-105 Trustee Burdett moved that the Board of Trustees approve the reappointment of Mr. Darryl Seguin as the Superintendent of the Livingstone Range School Division.

Carried

E.3 Professional Learning

Requests for professional development at this time are not required.

E.4 Pincher Creek Early Learning Board

19-106 Trustee Toone moved that the Board of Trustees approve Trustee Poytress to attend future meetings of the Pincher Creek Early Learning as the LRSD Board Representative.

Carried

Jeff Perry, Associate Superintendent, Business Services exited meeting at 1342 hours. and re-entered meeting at 1344 hours.
Laura Stocker, Safety Coordinator entered board meeting at 1344 hours.

E.5 Board Policy 21

Laura Stocker, Safety Coordinator recommended changes to Board Policy 21 – Welcoming, Caring, Respectful, and Safe Learning Environment to comply with OH&S legislation. For all changes, please see Board Meeting [recording](#). Item E.5 begins at 36:11

19-107 Trustee McKee moved that the Board of Trustees approve the changes to BP 21 as amended.

Carried

Laura Stocker, Safety Coordinator exited meeting at 1358 hours.

Emergent Item Addition

E.6 Board Meeting Dates

The Board Chair will propose a change of dates for the Board Meetings in February and June 2020.

19-108 Trustee Long moved that the Board of Trustees approve to change the Board Meeting dates of February 12, 2020 to February 10, 2020 and June 10, 2020 to June 15, 2020.

Carried

F. Discussion/Information Items

F.1 Fiscal Monitoring Report

Jeff Perry, Associate Superintendent, Business Services reviewed the monthly financial update for the period ending November 30, 2019. This represents the completion of approximately 30% of the school year and 25% of the fiscal year. If the Board has any questions, please email Mr. Perry.

F.2 Student Field Trips

Darryl Seguin, Superintendent informed the Board regarding upcoming student Field trips throughout the division. FPW will be traveling to Europe on April 5-18, 2020 and WCCHS will be traveling to Ontario and Quebec on April 17-26, 2020.

F.3 PSBAA

The Board of Trustees will discuss the advantages and disadvantages of potentially becoming a member of the Public School Boards' Association of Alberta (PSBAA)

19-109

Trustee Poytress moved to table Item F.3 PSBAA, as Trustee Yagos is unable to attend and would like to be a part of this discussion.

Carried

F.4 Regional School Council

Trustee Poytress will discussed the upcoming Regional School Council meeting on February 11, 2020 at the G.R. Davis Administrative Building in Fort Macleod, AB starting at 6:30pm. This is the second meeting of the year. It has been as Video Conference in the past but attendance has been low.

A Health Break was held from 1410 hours until 1422 hours

Emergent Item Addition

F.5 Correspondence from the Ministers Office

Mr. Jeff Perry reviewed a letter that was received from the Minister's Office, signed by Deputy Minister Curtis Clark in relation to our request to transfer property over to the Town of Claresholm. Response is in the affirmative, based on the conditions that we put forth in our letter. Mr. Jeff Perry will inform the Town of Claresholm today.

Jeff Perry, Associate Superintendent, Business Services exited the meeting at 1427 hours.

F.6 Pincher Creek Early Learning Board – Letter of Support

The Pincher Creek Family Centre and the Pincher Creek Early Childhood Coalition will be applying for the recently announced Family Resource Network Expression of Interest Grant. The timeline is short and rapidly approaching (January 20). They have requested a letter of support for the Pincher Creek Family Centre from the school board as this may be very beneficial towards the application.

19-110

Trustee Poytress moved that the Board write a letter of support in regards to the Pincher Creek Family Centre and the Pincher Creek Early Childhood Coalition for the Family Resource Network Expression of Interest grant application.

Carried

G. Presentations

G.1 International Education

Chad Kuzyk, Associate Superintendent, Curriculum & Innovations presented to the Board on the International Student Program in our Division. The International Student program has grown from 19 students in 2014-15 to 50 students currently enrolled in 2019-2020. The students come from eight different countries; we work with twenty-two agents and currently have students attending six schools throughout our division. The

division offers school-based activities as well as divisionally supported activities to allow the students to experience living in Southern Alberta.

G.2 Inclusive Education/Nutrition/Health

Richard Feller, Associate Superintendent, Learning Services presented to the Board on Inclusive Education/Nutrition & Health throughout the Division. This in-depth presentation focused on Learning Support, Comprehensive School Health and Nutrition topics. Within these topics, Mr. Feller included the following information: What is Inclusion, Improvement Processes, Individual Program Plans, School Profiles, School Nutrition and Comprehensive School Health.

H. Key Messages from Today's Meeting

- 1) Reappointment of Superintendent
- 2) Presentations: International Education; Inclusive Education/Nutrition/Health
- 3) Board Policy 21 - Changes

I. In-Camera

Trustee Burdett moved that the Board of Trustees go in-camera at 1511 hours.

Carried

Trustee Poytress moved that the Board of Trustees revert the meeting back to the regular board meeting at 1540 hours.

Carried

J. Adjournment

Trustee Poytress moved that the Board of Trustees vote in favour of the meeting being adjourned at 1546 hours.

Carried

Chairman

Secretary-Treasurer