

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held virtually on December 15, 2020 commencing at 1300 hours at the LRSD Division Office, G.R. Davis Administrative Building, Fort Macleod, Alberta. Following are the minutes from the meeting.

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

Attendance: Darryl Seguin, Superintendent
Jeff Perry, Associate Superintendent, Business Services
Richard Feller, Associate Superintendent, Learning Services/HR
Chad Kuzyk, Associate Superintendent, Curriculum & Innovation
Nikki Lytwyn, Executive Assistant
ATA President Savi Houldin

A. Chair called the meeting to Order at 1313 hours.

A.1 Acknowledgement of Land

A.2 O' Canada

B. Consent Agenda

B.1 Approval of Minutes

If there are no errors or omissions in the minutes of the November 25, 2020 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 Board Annual Work List 2020-21

B.4 Superintendent Monthly Report

B.5 Chair Monthly Report

B.6 Senior Administration Monthly Reports

20-072 Trustee Yagos moved that the December 15, 2020 Consent Agenda be approved by the Board of Trustees as presented.

Carried

C. Emergent Changes to the Agenda

20-073 Trustee Poytress moved that the December 15, 2020 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

Carried

D. Declaration of Conflict of Interest

20-074 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the December 15, 2020 Board Meeting and if so should declare them.

None - Declared

E. Skate Park Presentation

The Town of Fort Macleod presented to the Board of Trustees regarding the proposed Skate Park.

F. Action Items

F.1 Quarterly Financial Report

The Audit Committee met with the LRSD Finance Team and reviewed the Quarterly Reports ending November 30, 2020. The Audit Committee will provided a summary of their review process and key findings to the Board of Trustees.

20-075

Trustee Toone moved, as recommended by the Audit Committee, that the Board of Trustees approve the Quarterly Financial Report as presented.

Carried

F.2 2021 Election, Returning Officer & Substitute Returning Officer

In accordance with the Local Authorities Election Act Section 13(1) "An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs" and Section 13(2.1) An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs". Given that nominations for trustee elections can be received as of January 1st, 2021 and up until nomination day it is recommended that the Board appoint the returning officer and substitute returning officer at their December Board Meeting.

20-076

Trustee Burdett moved that the Board of Trustees name Mr. Jeff Perry, Associate Superintendent, Business Services the Returning Officer for the 2021 School Board Trustee Elections.

Carried

20-077

Trustee Long moved that the Board of Trustees name Mrs. Nikki Lytwyn, Executive Assistant to the Superintendent the Substitute Returning Officer for the 2021 School Board Trustee Elections.

Carried

F.3 LRSD By-Law 20-1 Trustee Nominations at Additional Sites

In accordance with the Local Authorities Election Act Section 28(1.1) "An elected authority may, by a bylaw allow the returning officer to establish one or more locations, in addition to the local jurisdiction office, where a deputy may receive nominations." The board passed a similar bylaw in 2017 however with changes to the sections referenced in the Local Authorities Election Act and the new location of the division office it is recommended that a new bylaw be passed to replace the outdated one. As these are minor changes it is recommended to do all three readings during the board's public meeting today the 15th of December.

20-078 Trustee Yagos moved that the Board of Trustees pass first, second and by unanimous consent of all trustees present the third reading of proposed LRSD By-Law 20-1.

Carried

F.4 Remuneration Committee

In response to the Notice of Motion brought forth by Trustee Burdett from the November 25, 2020 Regular Board Meeting. Trustee Burdett discussed the Remuneration Committee.

20-079 Trustee Burdett moved that the board of Trustees approve dissolving the Remuneration Committee and transferring all responsibilities and duties to the Audit Committee.

Carried

NOM Trustee Toone brought forth a notice of motion for the next Board Meeting on January 19, 2021.

Recommendation:

That the Board of Trustees approve the creation of an external committee consisting of the two community members of the Audit committee and three other Divisionally employed members recommended by the Superintendent for the purpose of reviewing Trustee remuneration.

F.5 Professional Learning

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

20-080 Trustee Long moved that the Board of Trustees approve Trustees Long and McKee to attend the PD session: Blackfoot Revival Project – Eugene Brave Rock on December 15, 2020

Carried

20-081 Trustee Poytress moved that the Board of Trustees approve Trustees Poytress & Hodges to attend the PD session: Working Stronger Alberta Virtual Mental health Conference on Mar 9 & 10, 2021.

Carried

G. Discussion/Information Items

G.1 Regional School Council Update

Trustee Poytress presented an update on the Regional School Council to the Board of Trustees. The Regional Council of Student Leaders are still “going strong” throughout our school division. The Council met as a group virtually on November 19, 2020. This event, with the help of Eliza Grose and Mitchell Duram, was an amazing experience for the students. They all met virtually from their classrooms and collaborated via google docs and google meet. The students fully engaged in the activities and impressed the Board of Trustees and Administration in

attendance. It was amazing to see that even through the COVID pandemic and all the changes that these students can still be so positive and engaged.

H. Key Messages from Today's Meeting

1) Regional Council Student Leaders
2 & 3) Election Summary - Returning Officer – Nominations Jan 2, 2021 accepted – Ward structure has changed

I. In-Camera

20-082 Trustee Toone moved that the Board of Trustees go in-camera at 1426 hours.

20-083 Trustee Yagos moved that the Board of Trustees revert the meeting back to the regular board meeting at 1504 hours.

NOM Trustee Toone brought forth a notice of motion for the next Board Meeting on January 19, 2021.

Recommendation:

That Board of Trustees approve the returning officer or designate requesting shared ballots with Municipalities for the 2021 election.

J. Adjournment

20-084 Trustee Poytress moved that the Board of Trustees vote in favour of the meeting being adjourned at 1506 hours.

Chairman

Secretary-Treasurer