

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held virtually on March 16, 2021 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
Editor, Fort Macleod Gazette Frank McTighe

A. Chair called the meeting to Order at 1830 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 February 16, 2021 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 Chair Monthly Report

B.5 Superintendent Monthly Report

B.6 Senior Administration Monthly Reports

B.7 Committee Reports

20-109 Trustee Burdett moved that the March 16, 2021 Consent Agenda be approved by the Board of Trustees as presented.

Carried

C. Emergent Changes to the Agenda

20-110 Trustee Yagos moved that the March 16, 2021 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

Carried

D. Declaration of Conflict of Interest

The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the March 16, 2021 Board Meeting and if so should declare them.

E. Action Items

E.1 Meeting of the Whole Date Change

20-111 Trustee Yagos moved that the Board of Trustees move the April Meeting of the Whole from April 27 to April 26, 2021.

Carried

E.2 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, 2021. Associate Superintendent of Business Services, Mr. Jeff Perry discussed the proposed recommendation.

20-112 Trustee Toone moved that the Board of Trustees approve the updated Livingstone Range School Division Ten Year Facilities Plan and Three Year Capital Plan and that they be submitted to Alberta Education by April 1, 2021.

Carried

E.3 Quarterly Financial Report

The Audit Committee met with the LRSD Finance Team and reviewed the Quarterly Reports ending February 28, 2021. The Audit Committee provided a summary of their review process and key findings at the Board Meeting.

20-113 Trustee Poytress moved that the Audit Committee recommends that the Board of Trustees approve the Quarterly Financial Report as presented.

Carried

E.4 2021-2022 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 proposed formula with its minor changes was discussed by Senior Management and shared for feedback with Administration at an Admin Council meeting. Associate Superintendent, Business Services Jeff Perry shared with the board a summary of the proposed formula and the rationale for the proposed adjustments.

20-114 Trustee Poytress moved that the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2021-2022 school year.

Carried

E.5 Board/CEO Evaluation Facilitators & Date

In 2020-2021 the Board of Trustees had Cal Hauserman and David George facilitate the CEO and Board evaluations with a second mid-year meeting for goal settings, and a final year-end check-up/coaching session.

In order to provide the new Board with direction and to help ensure the great work that has been done continues on with the new Board, Facilitation of the Board/CEO evaluations should start in May/June 2021.

20-115 Trustee Poytress moved that the Board of Trustees engage Cal Hauserman and David George to facilitate the CEO and Board evaluations, goal setting, and

coaching with the first session in May or June 2021 and subsequent dates to be set by the Board Chair and Vice Chair.

Carried

E.6 Division Surplus

Trustee Toone discussed the sale of division surplus and end of life items as an important step in improving the Division. At all times the process needs to be done in a fair, consistent transparent manner.

20-116 Trustee Long moved that the Board of Trustees direct Administration to review the process used in the sale or disposal of Division owned property to increase transparency and report any changes to the Board.

*Trustee Toone requested a recorded vote.
Opposed: Trustee Burdett, Hodges and Poytress*

Carried

Trustee Toone requested Chair be removed from chair position to be able to join discussion at 1408 hours.

Trustee Poytress assumed chair at 1408 hours.

E.7 Method of Accountability

During a recent presentation the Board had the opportunity to see the process being used by Grande Prairie Public and other Boards in Evaluating Board effectiveness. It is important for the accountability of the Board to stakeholders to be able to answer the question "Are we getting better?" Having tangible evidence and consistent tracking is key.

Recommended

20-117 Trustee Toone moved that the Board of Trustees adopt the Grande Prairie Public developed method of accountability and present the adapted model at a future meeting.

Amendment

20-117 Trustee Yagos moved that the Board of Trustees review the Grande Prairie Public developed method of accountability and present the adapted model at a future meeting.

Carried

Trustee Hodges resumed Chair at 1420 hours.

E.8 Borrowing Resolution

20-118 Trustee Yagos moved that the Board of Trustees approve the Borrowing Resolution, which authorizes the Board to borrow such sums as the Board may deem necessary to meet current expenditures during the 2020-2021 school year.

Carried

E.9 Professional Learning

No recommendation required at this time.

F. Discussion/Information Items

F.1 Edwin Parr Nomination

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 Alberta School Boards Association zone committee each year. As the 2020-21 LRSD nominee, we congratulate, Brooke Harty, a first year teacher at W.A. Day Elementary and CrossRoads schools. For more information on our LRSD nomination please click [here](#).

F.2 Regional School Council

The Regional School Council will be held virtually on Thursday March 24, 2021 starting at 6:00 pm. Meeting will include an informative LRSD Pursuits presentation.

Kevin Verberk, Behaviour Specialist Teacher entered meeting at 1430 hours.

F.3 Behaviour Support Program

Kevin Verberk, Behaviour Specialist Teacher presented an update to the Board of Trustees. The Behaviour Team presentation covered such aspects “how we got here” changes in people, practices and priorities, “providing support through collaborative response” ready, shoot and aim, and the “feedback from schools” what’s working and what’s valued.

Rob Charchun Off Campus Coordinator entered meeting at 1451 hours.

John Taylor Off Campus Coordinator entered meeting at 1455 hours.

Kevin Verberk Behaviour Specialist Teacher exited meeting at 1457 hours.

A Health Break was called at 1500 hours.

Meeting was called back to order at 1507 hours.

F.4 Off Campus / RAP / Green Cert. / Work Experience

John Taylor, Off Campus Coordinator, West and Rob Charchun, Off Campus Coordinator, North presented to the Board an update of Off Campus Programs, Green Certificate Programs, RAP Apprenticeship Programs and Work Experience Programs available throughout the division. Their presentation included their roles and responsibilities, inspection process, off campus courses, enrollment, work experience, the effects of the pandemic and new developments.

Sandra Lamouche, FNMI Success Coordinator entered meeting at 1521 hours.

Rob Charchun and John Taylor, Off Campus Coordinators exited meeting at 1524 hours.

F.5 First Nations, Metis and Inuit & Innovation in First Nations

Sandra Lamouche, FNMI Success Coordinator presented an update of the work being accomplished throughout the division. The FNMI committee has conducted virtual meetings that have invited elders, knowledge holders, artists, authors,

musicians, and professionals. In her role, Sandra has hosted virtual events/workshops. The research project on Trauma Wisdom is ongoing. The Divisional has shared resources, class sets, Indigenous Peoples Map, Traditional Games, Drums and rattles. They have created a partnership with ACTUA, a national land based and Indigenous STEM organization that does camps across Canada. The FNMI Success Coordinator has been collaborating with our Learning Services Team, Learning Support Team, Admin Council, PD Council and FNMI Committee on collaborative and inclusive practices throughout the school division on an ongoing basis.

Sandra Lamouche, FNMI Success Coordinator exited meeting at 1548 hours.

G. Key Messages from Today's Meeting

- 1) Regional School Council
- 2) Presentations – First Nations, Metis, and Inuit & Innovations in First Nations Education, Off Campus/RAP/Work Experience and Behaviour Support Team
- 3) JT Foster School Modernization
- 4) Edwin Parr Nominee
- 5) Ten Year Facility Plan/Three Year Capital Plan

H. In-Camera

H.1

20-119 Trustee Burdett moved that the Board of Trustees go in-camera at 1554 hours.

20-120 Trustee Long moved that the Board of Trustees revert the meeting back to the regular board meeting at 1647 hours.

I. Adjournment

20-121 Trustee Yagos moved that the Board of Trustees vote in favour of the meeting being adjourned at 1647 hours.

Chairman

Secretary-Treasurer