

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

---

The Regular Board Meeting of Livingstone Range School Division was held virtually on May 18, 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, Clara Yagos and John McKee

Not in Attendance: Trustee Greg Long

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

Editor, Fort Macleod Gazette Frank McTighe

### **AA. In-Camera**

20-155 Trustee Poytress moved that the Board of Trustees go in-camera at 1239 hours.

20-156 Trustee Yagos moved that the Board of Trustees go in-camera at 1255 hours.

### **A. Chair called meeting to order at 1235 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 April 20, 2021 Regular Board Meeting and the May 5, 2021 Special 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 (none at this time)**

20-157 Trustee Yagos moved that the May 18, 2021 Consent Agenda be approved by the Board of Trustees as presented.

*Carried*

### **C. Emergent Changes to the Agenda**

*Removed Item F.1 Review of the AP 518 Disposal of Furniture & Equipment and differ this item to the June 15, 2021 Meeting - Chair*

20-158

Trustee Poytress moved that the May 18, 2021 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

*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 May 18, 2021 Board Meeting and if so should declare them.

*None-Declared*

**E. Action Items**

*Frank McTighe, Editor, Fort Macleod Gazette entered meeting at 1301 hours.*

**E.1 Board Policy Changes**

Policy Review Committee Chair, Clara Yagos provided proposed updates to Board Policy 2 – *Assurance Framework*, Policy 6 – *Role of the Board Chair*, Policy 7 – *Role of the Vice-Chair*, Policy 8 – *Board Operations*, Policy 11 – *Policy Making* and Policy 12 – *Board Delegation of Authority*.

The following policies updates are required:

- **Policy 2 (Assurance Framework)**
  - o change “before December ” to “Annually”;
- **Policy 6 (Role of Board Chair)**
  - o 2 – add “after Superintendent “and the Vice Chair”
- **Policy 7 (Role of Vice-Chair)**
  - o Add after opening statement – “every two years”
  - o Add meeting with Chair and Superintendent regarding Board meeting agenda.
- **Policy 8 (Board Operations)**
  - o 5: Delegations to Board a) add Superintendent and Board Chair
- **Policy 11 (Policy Making)**
  - o 2. Change School Act to “Education Act”
  - o *Superintendents “thought” on number 8 & 9? Review further at Policy Meeting*
- **Policy 12 (Board Delegation of Authority)**
  - o Education Act – Change School Act
  - o 1. q) Virtual Learning
  - o 3. Sentence “The Superintendent is responsible for the administration of all other policies”.
  - o Add Advocacy Committee to on-line Policy

20-159

Trustee Yagos moved that the Board of Trustees approve the changes made to Board Policy 2 – *Assurance Framework*, Policy 6 – *Role of the Board Chair*, Policy 7

- *Role of the Vice-Chair*, Policy 8 – *Board Operations*, Policy 11 – *Policy Making* and Policy 12 – *Board Delegation of Authority* as presented.

*Carried*

**E.2 2021-2022 Budget Report – Livingstone Range School Division**

The 2021-2022 Livingstone Range School Division Budget Report is to be approved by the Board of Trustees and submitted to Alberta Education by May 31, 2021. Mr. Jeff Perry, Associate Superintendent of Business Services reviewed the proposed budget for the Board's Approval.

20-160 Trustee Burdett moved that the 2021-2022 Budget for the Livingstone Range School Division be approved by the Board of Trustees for submission to Alberta Education.

*Carried*

**E.3 Education Plan 2021-2024**

Superintendent Seguin presented the School Division's Education Plan for 2021-2024 outlining the priorities along with the corresponding goals and strategies.

20-161 Trustee McKee moved that the Board of Trustees approve the 3 Year Education Plan for the Livingstone Range School Division.

*Carried*

**E.4 Professional Development Funds**

Trustee Toone discussed the 2021-2022 Board PD Budget with the Board of Trustees.

20-162 Trustee Toone moved that the Board of Trustees set the Board PD Budget for the 2021-2022 school year to the amount of the previous year plus any unused amount from the 2020-2021 Budget.

*Carried*

**E.5 Ad/Hoc Committee**

In response to the March 16, 2021 Board Motion #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.* Trustee Poytress discussed the possibility of an Ad/Hoc Committee.

Proposed

20-163 Trustee Poytress moved that the Board of Trustees approve the creation of an ad hoc committee to discuss, explore, and present to the board the benefits and implementable portions of the Grand Prairie Public developed method of accountability.

Friendly Amendment

20-163 Trustee Poytress moved that the Board of Trustees approve the creation of an ad hoc committee consisting of the Board Chair and two members to discuss, explore, and present to the board the benefits and implementable portions of the Grand Prairie Public developed method of accountability. Starting May 2021 concluding with a presentation at the September 2021 Board Meeting.

*Carried*

Nominations and Ballots were taken.

- 20-164 Trustee Poytress moved that the Board of Trustees approve and appoint Trustee Toone and Trustee Yagos along with the Board Chair to the Method of Accountability Ad Hoc committee.

*Carried*

*A health break was called at 1449 hours and the chair called the meeting back to order at 1455 hours.*

#### **E.6 Adjusted School Week**

In response to the February 16, 2021 Board Motion #20-099 - *Trustee Toone moved that the board of trustees explore the option of moving to full day Fridays to better support staff, students, and families with results being presented no later than the September 2021 board meeting.* Trustee Poytress discussed the lack of interest shown through the Adjusted School Week Survey results

- 20-165 Trustee Poytress moved that the Board of Trustees cease any further exploration of a five-day school week due to a lack of interest shown through the Adjusted School Week Survey results.

*Carried*

- 20-166 Trustee Poytress moved that the Board of Trustees cease any further exploration of the February 16, 2021 motion #20-100 - *"Trustee Poytress moved that the Board of Trustees explore the option of moving students to a four day school week running Monday to Thursday to better support students and staff mental health with results presented no later than the September 2021 board meeting"* and continue exploring the four day school week with the April 20, 2021 motion #20-128 - *"Trustee Poytress moved that administration explore the options of moving students to a four day school week to better support student and staff mental health with the results being presented to the Board at the September 2021 board meeting."*

*Carried*

#### **E.7 Professional Learning**

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

Motion was not required at this time

#### **F. Discussion/Information Items**

*Emergent Item – Differed to June 15, 2021 Meeting*

##### **F.1 ~~Review of the AP 518 Disposal of Furniture & Equipment~~**

##### **F.2 Awards Committee Update**

Awards Committee updated the Board of Trustees on celebrations/awards throughout the Division. Due to COVID restrictions, in lieu of in-person award ceremonies, a video will be created to honour all our outstanding award recipients.

### **F.3 Technology Presentation**

Chad Kuzyk, Associate Superintendent, Curriculum and Innovations presented a Technology Innovation presentation to the Board of Trustees. The presentation included extensive information regarding the Continuity of Learning and Tech, Infrastructure and the Learning Technology Framework.

*Nick Housenga, Amy Craig, Eliza Grose and Mitchell Duram entered meeting at 1512 hours.*

### **F.4 Livingstone Leaders**

Previously called the Regional Council of Student Leaders, Student Executive- Nic Housenga, Amy Craig and Regan Kuzyk presented to the Board of Trustees regarding Livingstone Leaders - Every Student Can Make a Difference Every day. Their presentation reflected on the 2020-2021 school year and sharing their successes, challenges, growth and looking towards the future and how they are wanting to do more. Teacher Advisors- Mitchell Duram, Eliza Grose were also in attendance. The purpose and vision of the newly named "Livingstone Leaders" is:

1. To inspire and champion student leadership in our schools.
  - a. To provide authentic, positive impact on school culture
  - b. To help support increased confidence, and sense of belonging,
  - c. To promote ownership for learning and leadership.
  - d. To empower students to create a supportive, safe environment
2. To build staff leadership capacity
3. To honour and capture student voice

*Nick Housenga, Amy Craig, Eliza Grose and Mitchell Duram exited meeting at 1543 hours.*

### **F.5 Zone 6 Edwin Parr Update**

Chair presented an update regarding the Zone 6 Edwin Parr. Winner is to be announced at the virtual banquet tomorrow evening starting at 7:00 pm.

### **G. Key Messages from Today's Meeting**

- 1) Both Presentations - Livingstone Leaders & Technology Presentation
- 2) 2021-2022 Budget Report – Livingstone Range School Division
- 3) Education Plan 2021-2024

### **I. Adjournment**

20-167

Trustee Burdett moved that the Board of Trustees vote in favour of the meeting being adjourned at 1550 hours.

---

**Chairman**

---

**Secretary-Treasurer**