

The Regular Board Meeting of Livingstone Range School Division was held on September 21, 2021 commencing at 0900 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. John McKee and Greg Long

Attendance: Darryl Seguin, Superintendent  
Jeff Perry, Associate Superintendent, Business Services  
Chad Kuzyk, Associate Superintendent, Innovation and Curriculum  
Richard Feller Associate Superintendent, Learning Services / HR

**A. Chair called meeting to order at 0900 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 June 15, 2021 Regular Board Meeting and the June 21, August 25, August 26, September 2 and September 7, 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 2021-22**

**B.4 Superintendent Monthly Report**

**B.5 Senior Administration Monthly Reports**

**B.6 Committee Reports**

21-018 Trustee Toone moved that the September 21, 2021 Consent Agenda be approved by the Board of Trustees as presented.

*Carried*

**C. Emergent Changes to the Agenda**

*Item E.1 move to Item E.4 – Chair*

*Item E.5 - External Appointment of the Pincher Creek Early Learning Committee and our role – Trustee Poytress*

21-019 Trustee Poytress moved that the September 21, 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 September 21, 2021 Board Meeting and if so should declare them.

*None-Declared*

**E. Action Items**

~~E.1~~ **Borrowing Resolution** – moved to Item E.4 as per Emergent Changes to Agenda

**E.2 Deputy Superintendent**

21-020 Trustee Long moved that the Board of Trustees approve the appointment of Associate Superintendent Richard Feller as Deputy Superintendent for the 2021-2022 school year.

*Carried*

*NOM*

*Trustee Toone brought forth a Notice of Motion for October Board Meeting – Audit Committee – the recommendation that the Board of Trustees approve of amending the Audit Committee membership to include Three (3) Trustees and Two (2) Community Members*

**E.3 Board Policy**

21-021 Trustee Yagos moved that the Board of Trustees approve the following changes made to Policy 5 – Trustee Code of Conduct

1. *Appendix A – Title change to Conflict Resolution and Code of Sanctions*
2. *Add A Conflict Resolution Action Inquiry Form should be filled out and sent to the Board Chair regarding violation.*
3. *Add Two Trustees*

*Carried*

21-022 Trustee Yagos moved that the Board of Trustees approve the following changes made to Policy 9 – Committees of the Board:

1. *add to the Preamble: submitted no later than one week after the meeting date to the Executive Assistant and Board Chair*
2. *add after planning meeting (Committee of the Whole)*
3. *lv) add: A planning (Committee of the Whole) Meeting; change will to shall be held at; remove least one week prior to the annual Organization Meeting.*
4. *Labour Relations: iii) Membership – add (The chair will be identified as Provincial Negotiation Representative)*

*Carried*

**E.4 Borrowing Resolution**

Moved to E.4 – as per Emergent Changes to the Agenda

21-023 Trustee McKee 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 2021-2022 school year.

*Carried*

**E.5 External Appointment of the Pincher Creek Early Learning Committee and Our Role** – add item as per Emergent Changes to Agenda

21-024 Trustee Poytress moved that the Board of Trustees move that the external appointment position on the Pincher Creek Community Early Learning Committee become an advisory position rather than a voting member of the Board.

*Carried*

21-025 Trustee Poytress moved that the Board of Trustees move to direct the Advocacy Committee to write a letter to the PPCELC explaining why we are moving in this direction.

*Carried*

**E.6 Professional Learning**

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

Recommendation: Not needed at this time

**F. Discussion/Information Items**

**F.1 Preliminary Enrollment Update**

The Preliminary Enrolment for the Livingstone Range School Division appears to be trending upward with increases in enrolment in most of our school communities compared to projected enrollment numbers. In person and at home learning enrolment is greater than projected. There are currently 49 International students throughout the division compared to a projection of 10. One area where enrollment has declined is in home education. Currently there are 29 students enrolled in the division's home education program compared to 107 that accessed the program last year as more of these students have chosen to return to in person learning. September 30th finalized numbers will be provided to the Board in their October 2021 meeting.

**F.2 Art Gala**

Trustee Toone gave an update regarding the 15<sup>th</sup> Annual Emerging Artists' Gala.

*Lisa Furukawa, Dr. Kendra Massie and Karly Bond entered meeting at 0944 hours.*

**F.3 4 Day Week Presentation**

21-026

Trustee Poytress moved that the Board of Trustees accept the four day week presentation as information to be placed on a future Meeting of the Whole agenda.

*Carried*

*A health break was held at 1135 hours*

*Chair called meeting back to order at 1148 hours*

*Dr. Kendra Massie exited meeting at 1020 hours*

*Lisa Furukawa exited meeting at 1034 hours*

*Karly Bond exited meeting at 1115 hours*

*Dr. Kendra Massie re-entered meeting at 1050 hours and exited meeting at 1115 hours.*

*Richard Feller and Chad Kuzyk exited meeting at 1135 hours and re-entered meeting at 1204 hours.*

#### **F.4 Alberta School Councils' Association (ASCA)**

The Alberta's government is providing support to our school councils through the Alberta School Council Engagement Grant, each school council will receive \$500 to better support individual school councils and strengthen engagement with parents. This could include creating more school events that involve parents and developing a broader range of tools to communicate with them. Allocation details will be provided to school authorities in the coming weeks. Parents on school councils shape the future of Alberta's public education system with input through advocacy resolutions and voting at the ASCA AGM, April 24, 2022. Deadline to submit a Proposed Advocacy Resolution Form to ASCA for the discussion and consideration of members attending the AGM is January 15, 2022.

#### **F.5 Audit Committee Remuneration**

Trustee Toone reviewed with the Board of Trustees Audit Committee Remuneration.

#### **F.6 School Board Election**

Mr. Jeff Perry, Associate Superintendent, Business Services provided an update on elections.

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

- 1) Four Day School Week Presentation
- 2) Appointment of Deputy Superintendent
- 3) Preliminary Enrollment Update
- 4) Alberta School Councils' Association (ASCA) Update

#### **H. In-Camera - not required at this time**

#### **I. Adjournment**

21-027

Trustee Burdett moved that the Board of Trustees vote in favour of the meeting being adjourned at 1227 hours.

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***Chairman***

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***Secretary-Treasurer***