



2022–2023 School Year
Division Office, Fort Macleod

REGULAR BOARD MEETING

Date: September 26, 2022

Time: 10:30 am

Venue: GR Davis Administrative Building, Fort Macleod, AB, Division Office

Trustees: Lori Hodges, Lacey Poytress, Brad Toone, Greg Long, Clara Yagos, Carla Gimber and Joscelyn Stangowitz

Senior Admin: Darryl Seguin, Richard Feller, Chad Kuzyk and Jeff Perry

Mission	Livingstone Range School Division inspires excellence through meaningful relationships, innovation, and collaboration.
Vision	Every student, every day.
Core Values	Student-Centered • Leadership • Integrity • Wellness • Place-Based

Call to Order

10:30-10:31	A.	Call to Order	Chair
10:31-10:33	A.1	Acknowledgement of Land	L. Hodges
10:33-10:35	A.2	O' Canada	

Consent Agenda

10:35-10:40	B.	Consent Agenda	Chair
	B.1	Approval of Minutes	
		If there are no errors or omissions in the minutes of the June 21, 2022 Regular Board Meeting and the June 30, July 25 and August 23, 2022 Special Meeting minutes 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 2022-23	
	B.4	Chair Monthly Report	
	B.5	Superintendent Monthly Report	
	B.6	Associate Superintendent Monthly Reports	
	B.7	Committee Reports	
	B.8	Professional Learning	

Recommendation:

That the September 26, 2022 Consent Agenda be approved by the Board of Trustees as (presented or amended)

Every student, every day.

Moved by: _____

Emergent Changes to the Agenda

10:40-10:42 C. **Emergent Changes to the Agenda**

Chair

Recommendation:

That the September 26, 2022 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: _____

Declaration of Conflict of Interest

10:42-10:45 D. **Declaration of Conflict of Interest**

Chair

Recommendation:

That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the September 26, 2022 Board Meeting and if so should declare them.

Declared: _____

Action Items

E. **Action Items**

10:45-10:50 E.1 **Borrowing Resolution**

(enclosure E.1)

J. Perry

Enclosed with the agenda is a copy of the proposed Borrowing Resolution for the 2022-2023 school year.

Recommendation:

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 2022-2023 school year.

Moved by: _____

10:50-10:55 E.2 **Deputy Superintendent**

D. Seguin

Superintendent Seguin will seek the Board of Trustees approval of appointing Associate Superintendent Chad Kuzyk as Deputy Superintendent for the 2022-2023 school year.

Recommendation:

That the Board of Trustees approve the appointment of Associate Superintendent Chad Kuzyk as Deputy Superintendent for the 2022-2023 school year.

Moved by: _____

10:55-11:05 **E.3 Professional Learning Budget**

Chair

Because Trustees previously accessed PD dollars equally over their four years in office and because of motion which states:

“Trustee personal PD fund as follows. 150% year one, 125% year two, 100% year three, 25% year four, with carrying over allowed from one year a maximum of \$2000. And no carry over beyond the fourth year”

Recommendation:

That the Board of Trustees move to divide all unused funds earmarked for personal development from 2021-2022 year to be divided equally among the seven trustees. Be it further moved that the full amount of unused PD dollars be rolled over for Trustees to use in the 2022-2023 school year.

Moved by: _____

11:05-11:10 **E.4 School Visit Schedule**

(enclosure E.4)

D. Seguin

Darryl Seguin, Superintendent will review the proposed school visit schedule to the Board of Trustees.

Recommendation:

That the Board of Trustees approve the proposed school visit schedule for the 2022-2023 school year as (presented or amended).

Moved by: _____

11:10-11:15 **E.5 Alberta School Board Association (ASBA) Positions**

L. Hodges

Trustee Lori Hodges will share with the board information around the position of ASBA Zone 6 Director, the time commitment, and why she would like to run.

Recommendation:

That the Board of Trustees support Trustee Hodges in putting her name forward for ASBA Zone 6 Director.

Moved by: _____

11:15-11:20 **E.6 Alberta School Board Association (ASBA) Award**

(enclosure E.6)

K. Bond

Karly Bond, Coordinator of Communications, Culture & Engagement, will review the Board of Trustees submission package for the 2022 ASBA School Board Innovation and Excellence Award.

Recommendation:

That the Board of Trustees instruct Karly Bond, Coordinator of Communications, Culture & Engagement to issue a press release about the 2022 ASBA School Board Innovation and Excellence Award submission.

Moved by: _____

Chair Poytress will review the Board's Goals/Priority areas of Focus:

The Livingstone Range Board of Trustees has established the following goal areas as a focus for the 2022-23 School Year:

1. Accountability to Community

LRSD Board of Trustees will update the strategy about community engagement.

2. Student Learning and Wellness

LRSD Board of Trustees will increase awareness and accountability for student learning and wellness through data, information and Board Learning.

3. Policy

LRSD Board of Trustees will review Policy regularly.

4. Fiscal Responsibility

LRSD Board of Trustees will develop a plan to develop Trustee capacity for fiscal responsibilities.

Recommendation:

That the Board of Trustees reaffirm their support of the Board Goals/Priority Areas of Focus as (presented or amended).

Moved by: _____

The Board of Trustees has reviewed Board Policy 8 – Board Operations, Trustee Gimber will discuss suggested updates and changes.

Recommendation #1:

That the Board of Trustees approve the following changes to be made to Board Policy 8.6.4:

“Reimbursement for Personal Expenses

- a) *The rate-per-kilometer for travel is permitted where the Trustee is eligible for the per diem remuneration. Per kilometer, reimbursement is also available for all meetings within a Trustees Ward that are covered in the monthly honorarium.*
- b) *Trustees shall be reimbursed travel expenses as follows:*
 - a. *Meals shall be reimbursed as per Appendix C.*
 - b. *Parking fees shall be reimbursed upon submitting receipts*
 - c. *Hotel accommodations shall be paid or reimbursed as receipts are submitted. Accommodation type shall be at the conference, standard room rate. If upgrades are requested, the difference in the hotel rate paid and the standard room rate will be the responsibility of the Trustee.*

- d. *Tipping shall be no greater than 15%. In situations where group gratuities are automatically included in the meal total, the included gratuity will be reimbursed as stated on the receipt but no additional gratuity.*
- e. *Airfare shall be reimbursed based on economy fares, with one checked bag included. Seat selection fees will be covered.*
- f. *Safety is of utmost importance when a Trustee is required to travel. For this reason, when travel by Taxi is required, they must choose a recognized Yellow Cab class Taxi Company. They will be reimbursed for those fares, and a tip up to 15%. Trustees will not be reimbursed for using Town Cars or Limousines unless there are more than three Trustees traveling together.*
- c) *Required registration fees for attendance at approved conferences, workshops or conventions will be paid if attendance at the workshop or convention is required or covered by this policy.*
- d) *Each Trustee will submit a claim for expenses by the last day of the month, using the prescribed form in order to be paid by the tenth day of the month. The Associate Superintendent, Business Services shall review each claim and authorize payment.*
- e) *To ensure the ability of the Board to monitor its budget effectively any claims greater than 2 months old will not be paid without Board approval."*

Moved by: _____

Recommendation #2:

That the Board of Trustees approve Board Policy 8 -Board Operations to be amended to include section 8.6.5 as follows:

"6.5 Devices

The Trustees will be provided the choice of:

- *a Division Issued Laptop or iPad, with Division applications and security installed. The Division is responsible for maintaining the device and any required upgrades.*
- *\$400 for the use of a Trustee's personal device, to be paid at the beginning of the Term. Should a Trustee choose to use their own device, they are responsible for maintaining the device for the duration of the Term."*

Moved by: _____

Recommendation #3:

That the Board of Trustees approve PSBAA Professional Learning opportunities be included in the expected Professional Learning and receive remuneration.

Moved by: _____

11:35-11:40 E.9 Professional Learning

(enclosure E.9)

J. Stangowitz

Because Professional Learning is a Board priority and education is required to acquire the knowledge needed to stay up to date with the challenges and changes. These meetings should be in person and other committee meetings could be held immediately following.

Recommendation:

The Professional Learning Committee recommends that regularly scheduled learning sessions be held as the proposed schedule outlines (see attachment).

Moved by: _____

11:40-11:45 **E.10 Public Engagement**

J. Stangowitz

In June 2022 a scoping session was held re: a Nanton Solution for Reconfiguration / modernization. Because public engagement is crucial for transparency / information sharing and stakeholder engagement. Trustee Joscelyn Stangowitz would like to discuss a possible upcoming public engagement session.

Recommendation:

That the Board of Trustees direct the Superintendent to hold a public engagement session in the community of Nanton prior to Christmas 2022.

Moved by: _____

11:45-11:55 **E.11 Safe and Caring Schools**

B. Toone

In response to the September 19, 2022 Special Board Meeting Notice of Motion Trustee Toone will discuss information regarding safe and caring schools.

Recommendation:

The Board of Trustees approve requesting administration begin monitoring the number and severity of incidents of discipline, including bullying at all schools and with all students in the jurisdiction to be presented quarterly in a report to the Board.

Be it further resolved Stakeholders be engaged on what improvements should be made in our schools to ensure students' rights are being respected in a safe and caring school environment.

Be it further resolved the Board of Trustees review policy 21, and bring forward any changes for approval to ensure that the current students' needs are met.

Moved By: _____

Discussion/Information Items

F. Discussion/Information Items

11:55-12:00 **F.1 2022-2023 Preliminary Enrolment Numbers**

J. Perry

Jeff Perry, Associate Superintendent, Business Services will review the preliminary enrolment numbers, the process for gathering the projections and any relevant trends for the 2022-2023 School Year.

12:00-12:15 **F.2 Summer School**

G. Freer

Greg Freer, Summer School Principal will provide the Board with an update of the work accomplished through the summer of 2022.

12:15-12:30 **F.3 FACES**

(enclosure F.3)

J. Gamache

Joel Gamache, Place-Based Learning Supervisor will provide an update of the work being accomplished through the 2022 FACES summer school initiative.

Key Messages

- 12:30-12:35 **G. Key Messages from Today's Meeting**
- 1)
 - 2)
 - 3)

In-Camera

- 12:35-1:00 **H. In-Camera** *Chair*

H.1 Recommendation:

That the Board of Trustees go in-camera at ____hours.

Recommendation:

That the Board of Trustees revert the meeting back to the regular board meeting at ____ hours.

Adjournment

- 1:00 **I. Adjournment**

Recommendation:

That the Board of Trustees vote in favour of the meeting being adjourned at ____ hours.