



2022–2023 School Year
Division Office, Fort Macleod

REGULAR BOARD MEETING

Date: June 26, 2023

Time: 9:00 am

Venue: Division Office, GR Davis Administration Building, Fort Macleod

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

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

9:00-9:01	A.	Call to Order	<i>Chair</i>
9:01-9:03	A.1	Acknowledgement of Land	<i>C. Yagos</i>
9:03-9:05	A.2	O Canada	

Consent Agenda

9:05-9:10	B.	Consent Agenda	<i>Chair</i>
	B.1	Approval of Minutes If there are no errors or omissions in the minutes of the May 29, 2023 Board Meetings 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	Superintendent Monthly Report	
	B.5	Associate Superintendent Monthly Report	
	B.6	Committee Reports	
	B.7	Professional Learning	

Recommendation:

That the June 26, 2023 Consent Agenda be approved by the Board of Trustees as (presented or amended)

Every student, every day.

Moved by: _____

Emergent Changes to the Agenda

9:10-9:12 C. Emergent Changes to the Agenda

Chair

Recommendation:

That the June 26, 2023 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: _____

Declaration of Conflict of Interest

9:12-9:15 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 June 26, 2023 Board Meeting and if so should declare them.

Declared: _____

Presentation

E. Discussion/Information Items

9:15-9:30 E.1 Kids First Family Center Delegation

KFFC

Sydney Tobler, Jennifer Red Young Man, Michelle Bushaw and Kira Goodrich from the Kids First Family Centre (KFFC) requested a meeting with the board to discuss the lease agreement between Livingstone Range School Division (LRSD) and KFFC. KFFC would like to review the existing agreement and inform the board about certain changes mandated by their funders.

9:30-9:45 Clarifying Questions for Delegation

In-Camera

F. In- Camera

9:45-10:30 F.1 Labour

Chair

That the Board of Trustees go in-camera at ____ hours.

Moved by: _____

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

Moved by: _____

Action Items

G. Action Items

10:30-10:50 **G.1 Method of Accountability Ad Hoc Committee**

B. Toone

The board again expresses gratitude for the late John Lehnert and the Grande Prairie Public School Division for sharing through multiple presentations the great work done with their method of accountability.

Recommendation:

That the Board of Trustees adapt the current Grande Prairie method of accountability to measure current board effectiveness and move forward with it as an additional measure with results to be reported yearly at a public board meeting.

Moved by: _____

10:50-11:05 **G.2 Granum/Claresholm Bus Transportation**

C. Gimber

The Granum Solutions Committee met within the past month to discuss the decline in student numbers at Granum School. There is a solution that came from those discussions.

Within the Claresholm community there is the possibility of a family wanting their student to attend the unique learning opportunity, with small class sizes in split grade format, that Granum School offers. The major hurdle has been transportation.

Currently there is a school bus that makes the trip from Granum to Claresholm with students but returns empty in the morning. This would allow for transportation from Claresholm to Granum in the morning (and reverse in the afternoon) for no additional cost as the bus, driver and route already exist.

By allowing the choice for parents to enrol their student at Granum, the Board would be creating the opportunity for parents to have additional choice in their child's education, increase the enrolment numbers in Granum, and potentially decrease class sizes in the Claresholm schools. This is one solution, with low impact that can be enacted quickly.

Recommendation from the Granum Solutions Committee:

That the Board of Trustees direct administration to accept the enrolment of students from Claresholm schools at the Granum school and include transportation for those students on the existing Granum/Claresholm commuter bus, up to a maximum of the available seats on the bus on a first come first served enrolment basis.

Moved by: _____

11:05-11:10 **G.3 Time Sheet Committee Terms of Reference**

(enclosure G.3)

Chair

The recently formed Timesheet Committee of the Board will present their proposed Terms of Reference to the Board.

Recommendation:

That the Board of Trustees approve the Timesheet Committee Terms of Reference as presented or amended.

Moved by: _____

11:10-11:20 **G.4 Quarterly Financial Report**

(enclosure G.4)

L. Hodges

The Audit Committee met with the LRSD Finance Team and reviewed the 3rd Quarterly Report ending May 31, 2023. The Audit Committee will provide a summary of their review process and key findings at the Board Meeting.

Recommendation:

The Audit Committee recommends that the Board of Trustees approve the Third Quarterly Financial Report as presented.

Moved by: _____

11:20-11:25 **G.5 Work List**

(enclosure G.5)

Chair

Board Policy 3, Role of the Board states the Board of Trustees approve annually the "Board of Trustees Annual Work List," outlining the timeframe for various actions throughout the year. Trustees will review and update the work list as required.

Recommendation:

That the Board of Trustees approve the Annual Work List for the 2023-2024 school year as (presented or amended).

Moved by: _____

11:25-11:45 **G.6 Board Policies**

C. Yagos

Board Policy 4

(enclosure G.6a)

Trustee Yagos, Policy Committee Chair will review the proposed changes to Board Policy 4 – *Role of the Trustee*.

Recommendation:

That the Board of Trustees approve the proposed changes to Board Policy 4 – *Role of the Trustee* as (presented or amended)

Moved by: _____

Board Policy 8

(enclosure G.6b)

Trustee Yagos, Policy Committee Chair will review the proposed changes to Board Policy 8 – *Board Operations*.

Recommendation:

That the Board of Trustees approve the proposed changes to Board Policy 8 – *Board Operations* as (presented or amended)

Moved by: _____

Board Policy 9

(enclosure G.6c)

Trustee Yagos, Policy Committee Chair will review the proposed changes to Board Policy 9 – *Committees of the Board*.

Recommendation:

That the Board of Trustees approve the proposed changes to Board Policy 9 – *Committees of the Board* as (presented or amended)

Moved by: _____

11:45-11:50 **G.7 LDCOMS**

(enclosure G.7)

C. Kuzyk

As per the Alberta Education Act, Locally Developed Courses with a start date for the 2023-2024 school year need to be approved by the Board of Trustees and submitted to Alberta Education. Mr. Chad Kuzyk, Associate Superintendent of Curriculum and Innovation will review the attached list of 23 Locally Developed Course up for renewal.

Recommendation:

That the Board of Trustees approve the 23 Locally Developed Course for the first day of the 2023-2024 school year until their expiry date, for submission to Alberta Education.

Moved by: _____

11:50-12:00 **G.8 Advanced Vote**

J. Perry

Jeff Perry, Associate Superintendent, Business Services will discuss approving an advance vote, in the event a by-election is declared at the close of nominations on September 6th, 2023.

Recommendation:

That the Board of Trustees approve the holding of an advanced vote on Tuesday September 26th, 2023 in the event a by-election is declared at the close of nominations on September 6th, 2023 at noon.

Moved by: _____

12:00-12:05 **G.9 Board Meeting Date Changes**

Chair

The Board of Trustees has called to have a by election on October 4, 2023. Board Policy 9 – *Committees of the Board* 9.1.c.iv. states that a planning meeting should be held before the organizational meeting. The Board Chair will discuss proposed changes to the upcoming approved 2023-2024 Board Meeting dates.

Recommendation:

That the Board of Trustees move the organizational meeting from September 25, 2023 to October 30, 2023 with an additional meeting being added on October 23rd as a pre-organization meeting planning day.

Moved by: _____

12:05-12:20 **G.10 Board Policy 8 – Board Operations**

(enclosure G.10)

C. Gimber

In response to the postponed September 26, 2023 Board Motion #22-034 "that the Board of Trustees approve PSBAA Professional Learning opportunities be included in the expected Professional Learning and receive remuneration." Trustee Carla Gimber, PSBAA Ad Hoc Committee Chair, will review the cost and benefits of obtaining a PSBAA membership.

Recommendation:

That the Board of Trustees approve PSBAA Membership including remuneration for Professional Learning.

Moved by: _____

12:20-12:45 **G.11 Unused Professional Development Allocation**

(enclosure G.11)

C. Gimber

In response to the postponed May 29, 2023 Board Motion, "That the Board of Trustees approve that the \$2,980.76 PD dollars remaining from the resigning Trustee be held over for the newly elected Ward 1 Trustee and that the Ward 1 Trustee start in year 1 of the PD budget cycle for the remaining two years." Trustee Gimber will discuss unused professional development allocation.

Recommendation:

That the Board of Trustees approve the \$2,980.76 PD dollars remaining from the resigning Trustee be held over for the newly elected Ward 1 Trustee and that the Ward 1 Trustee start in year 1 of the PD budget cycle for the remaining two years.

Moved by: _____

12:45-12:55 **G.12 LRSD By-Law 23-1 Trustee Additional Voting Stations**

(Enclosure G.12)

J. Perry

In accordance with the Local Authorities Election Act Section 37(1.3) "The elected authority may pass a bylaw by June 30 of a year in which a general election is to be held allowing the returning officer of the elected authority to designate more than one voting station for each subdivision and the location of those voting stations for that election." As the deadline to pass this by-law is June 30, 2023, it is recommended to do all three readings during the board's public meeting today the 26th of June.

Recommendation:

That the Board of Trustees pass first, second and by unanimous consent of all trustees present the third reading of proposed LRSD By-Law 23-1.

Moved by: _____

Discussion/Information Items

H. Discussion/Information Items

12:55-1:10 **H.1 Nanton & Granum Engagements**

B.Toone/C. Gimber

An update will be provided on the progress of the Nanton and Granum School Community Engagements.

Key Messages

- 1:10-1:12 I. Key Messages from Today's Meeting
1)
2)
3)

Potential Press Release Items

- 1:12-1:15 J. Press Release Items from Today's Meeting
1)
2)
3)

In-Camera

K. In-Camera

- 1:15-2:00 K.1 In-Camera Items *Chair*

That the Board of Trustees go in-camera at ____ hours.

Moved by: _____

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

Moved by: _____

Adjournment

- 2:00 L. Adjournment

Recommendation:

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

Moved by: _____