

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on September 25, 2023 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 Lacey Poytress, Lori Hodges, Brad Toone, Carla Gimber, Clara Yagos and Greg Long

Attendance: Darryl Seguin, Superintendent

Chad Kuzyk, Associate Superintendent, Innovation and Curriculum

Richard Feller, Associate Superintendent, Human & Learning Services

Jeff Perry, Associate Superintendent, Business Services

Nikki Lytwyn, Executive Assistant

A. Chair call meeting to Order at 0902 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 26, 2023 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 2023-24

B.4 Superintendent Monthly Report

B.5 Associate Superintendent Monthly Report

B.6 Committee Reports

B.7 Professional Learning

Remove B.7 Professional Learning and add as Item F.11 - Chair

23-000 Trustee Long moved that the September 25, 2023 Consent Agenda be approved by the Board of Trustees as amended.

Carried

C. Emergent Changes to the Agenda

Add Awards Committee-Art Gala to Item F.12 - Trustee Hodges

Add first reading of updated Policy 5 to Item F.7 - Policy Updates - Trustee Yagos

Add Organizational Meeting date from Oct 30 - Nov 2 to Item F.13 - Trustee Toone

Change position name for Trustee Long to ASBA (TEBA) Rep in Item F.5 - Trustee Long

Add By-Election Update to Item G.8 - Trustee Gimber

23-001 Trustee Hodges moved that the September 25, 2023 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

D. Declaration of Conflict of Interest

23-002 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the September 25, 2023 Board Meeting and if so should declare them.

None-Declared

E. Discussion/Information Items

E.1 Bullying in Schools

Mark Dyrholm presented as a delegation to the Board on the topic of Bullying in Schools.

Clarifying Questions for Delegation

Mark Dyrholm exited meeting at 0947 hours.

F. Action Items

F.1 Borrowing Resolution

23-003 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 2023-2024 school year.

Carried

F.2 Board/CEO Evaluations

23-004 Trustee Long moved that the Board of Trustees approve the Board Self-Evaluation Report developed from the June 12, 2023, workshop and that the Board Chair be authorized to monitor the priorities, goals and suggestions agreed to and bring items forward for Board consideration as deemed appropriate.

Carried

23-005 Trustee Yagos moved that the Board of Trustees approve the Superintendent Evaluation report as developed during the workshop of June 12, 2023, as an accurate accounting of the Superintendent's performance for the period of September 1, 2022, to June 12, 2023; and further that the Board authorize the Chair to make any required technical edits and to sign the report on the Board's behalf.

Carried

F.3 Deputy Superintendent

23-006 Trustee Toone moved that the Board of Trustees approve the appointment of Associate Superintendent Richard Feller as Deputy Superintendent for the 2023-2024 school year.

Carried

F.4 School Visit Schedule

23-007 Trustee Gimber moved that the Board of Trustees approve the proposed school visit schedule for the 2023-2024 school year as presented.

Carried

F.5 Alberta School Board Association (ASBA) Positions

- 23-008 Trustee Yagos moved that the Board of Trustees support Trustee Hodges and Trustee Long in putting their name forward for ASBA Zone positions.

Carried

*Chair asked to be recused at 0941 hours.
Vice Chair Long assumed Chair at 0941 hours.*

F.6 PSBAA Membership

- 23-009 Trustee Poytress moved that the Board of Trustees approve PSBAA Professional Learning opportunities be included in the expected Professional Learning and receive remuneration.

Defeated

- 23-010 Trustee Gimber moved that Item F.6 – PSBAA Membership be postponed until the November 2023 Board Meeting

Defeated

*Trustee Poytress assumed Chair at 0955 hours.
Chair called a Health Break at 0955 hours.
Chair called meeting back to order at 1002 hours.*

F.7 Policy Updates

Board Policy 5: Trustee Code of Conduct

- 23-011 Trustee Yagos moved that the Board of Trustees have reviewed and approved the first reading of the newly adapted Board Policy 5 – Trustee Code of Conduct as presented.

Carried

Board Policy 9: Committees of the Board

Changes presented:

h) – Combined Appeal & Discipline Committee – June 26, 2023 meeting motion

k.vi.) Policy Review Committee - add

- To review and recommend trustee handbook changes to the Board
- Set 2 year Policy review schedule

o) Trustee Timesheet and Expense Claim Committee - added - Terms of Reference – June 26, 2023 meeting motion

Appendix B) External Board Representatives - Wisdom and Guidance Council) - delete

- # 2 Representative

- 23-012 Trustee Yagos moved that the Board of Trustees approve the changes to Board Policy 9: Committees of the Board as presented.

Carried

Board Policy 8: Board Operations

Changes presented:

6.1.b.f) add – ASBA Speakers corner

6.4.c) add - \$25 per night for private accommodations while traveling on School Division business.

Appendix C

6) add - Breakfast to be covered when the trustee leaves home at or before 7:00 a.m.
Supper to be covered when the trustee arrives home at or after 7:00 p.m.
New) add - Appendix D) Board Practices and Behaviours

23-013 Trustee Yagos moved that the Board of Trustees approve the changes to Board Policy 8: Board Operations as amended.

Carried

23-014 Trustee Toone moved that the Board of Trustees Move/separate Item -Remove – ASBA Speaker Corner from 6.1.b.f.

Carried

Amended
23-014

Trustee Toone move to change BP 8 Board Operations to add ASBA Speakers Corner 6.1.b.f as included ASBA PD.

Defeated

Board Policy 6: Role of the Chair
Changes presented:
2) add - and Vice Chair
4.e) delete – present

23-015 Trustee Yagos moved that the Board of Trustees approve the changes to Board Policy 6: Role of the Chair as presented.

Carried

Board Policy 7: Role of the Vice-Chair
Changes presented:
add - item 5. Prior to each Board meeting, confer with the Superintendent and Chair on the items to be included on the agenda, the order of these items, and become thoroughly familiar with them.
add - Item 6. Keep track of items for future agendas during meetings.

23-016 Trustee Yagos moved that the Board of Trustees approve the changes to Board Policy 7: Role of the Vice Chair as presented.

Carried

F.8 Trustee Pay Period Adjustment

23-017 Trustee Toone moved that the board of trustees adjust the monthly pay period to run from the day after a monthly board meeting and ending on the day of the monthly board meeting.

Amendment

23-017 Trustee Gimber moved that the Board of Trustees remove “run from the day after a monthly board meeting and ending” and change to “pay period to end on...”

Friendly

Amendment

23-017 Trustee Toone a friendly amendment that the Board of Trustees add "last" and add "that the timesheet is to be submitted by 12 noon the next day"

Amendment

23-017 Trustee Gimber moved that the board of trustees adjust the monthly pay period to end on the day of the last monthly board meeting. Timesheets to be submitted by 12 noon the next day.

Carried

Amended

23-017 Trustee Toone moved that the board of trustees adjust the monthly pay period to end on the day of the last monthly board meeting. Timesheets to be submitted by noon the next day.

Carried

F.9 Method of Accountability Ad Hoc Committee

23-018 Trustee Toone moved 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.

Friendly

Amendment

23-018 Trustee Poytress made a friendly amendment to add *"that the method of Accountability Ad Hoc Committee become a regular committee of the Board."*

Amended

23-018 Trustee Toone moved 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. That the Method of Accountability Ad Hoc Committee become a regular committee of the Board.

Carried

F.10 Rural Caucus

23-019 Trustee Yagos moved that the Board of Trustees support Trustee Toone in letting his name stand for rural caucus chair at the upcoming AGM.

Carried

F.11 Professional Development – Chair

23-020 Trustee Poytress moved that the Board of Trustees approve Trustee Poytress attend the 7 Habits of Highly Effective People Professional Development session on Sept 27 & 28, 2023.

Carried

F.12 Awards Committee – Art Gala

23-021 Trustee Hodges moved that the awards committee is recommending we cancel the art gala for the Fall 2023 but still do the acknowledgements and awards.

23-022 Trustee Hodges moved that the Board of Trustees to go in-camera at 1132 hours.
Carried

23-023 Trustee Yagos moved that the Board of Trustees revert the meeting back to the regular board meeting at 1145 hours.
Carried

Amendment
23-021 Trustee Hodges moved that the awards committee is recommending we continue the art gala for the Fall 2023 and that the awards committee will review the art gala for 2024.
Carried

F.13 Organizational Meeting Date Change – Trustee Toone

23-022 Trustee Toone moved that the Board of Trustees change the Organizational Board meeting from October 30 to November 2, 2023.

Amendment
23-022 Trustee Hodges moved that the Board of Trustees change the Organizational Board meeting from October 30 to “October 23, 2023 and move the Meeting of the Whole from October 16 to October 30 and the board pre organizational meeting from Oct 23 to October 16.”

Amendment to
the Amendment
23-022 Trustee Gimber moved to amend the amendment to “change the Pre Organizational meeting to October 16 in the morning and the Organizational meeting to October 16 in the afternoon. Have a regular Board Meeting on October 30 and a Meeting of the Whole on Oct 23.”
Carried

Amendment to
the Amendment
23-022 Trustee Yagos moved to add an amendment to the amendment that “the Board Planning be on Oct 16, pre organizational on Oct 23 and Organizational meeting on Oct 30.
Defeated

Amendment
23-022 Trustee Toone moved to amend the motion “to move the Board Organizational meeting and Regular Board meeting to October 31 from 1-4 pm”.
Defeated

Amendment
23-002 Trustee Long moved that the Board of Trustees change the Organizational Board meeting from October 30 to “October 23, 2023 and moving the Meeting of the Whole from October 23 to October 30”.

Friendly
Amendment
23-022 Trustee Toone made a friendly amendment to move “Meeting of the Whole Oct 16, Pre Organizational meeting Oct 23, Organizational Board Meeting Nov 6, 2023.
Defeated

23-023 Chair moved to table this item F.13 and move on to item G.1.
Carried

23-024

Chair moved that the board pick up item F.13 from the table.

Carried

Amended
23-022

Trustee Gimber moved that the Board of Trustees change the Pre Organizational meeting to October 16 in the morning and the Organizational meeting to October 16 in the afternoon. Have a regular Board Meeting on October 30 and a Meeting of the Whole on Oct 23

Carried

G. Discussion/Information Items

G.1 Jordan's Principle Update

Richard Feller, Associate Superintendent, HR & Learning Services updated the Board of Trustee on Jordan's Principle.

Chair called to break for lunch at 1214 hours.

Chair called meeting back to order at 1301 hours.

Trustee Toone joined meeting virtually.

G.2 PEAKS Collegiate Campus Update

Jeff Perry, Associate Superintendent, Business Services and Chad Kuzyk, Associate Superintendent, Curriculum and Innovation updated the Board of Trustee regarding the PEAKS Collegiate Campus.

G.3 Minister's Youth Council

The Board of Trustees is pleased to announce that Daniel Choi from F.P. Walshe School has been selected for this year's Minister's Youth Council.

G.4 Nanton Schools Update

Jeff Perry, Associate Superintendent, Business Services provided information on the stage/progress of Design/meetings occurring/topics etc. for the Nanton Schools.

G.5 Nanton School Advisory Committee Update

Trustee Toone, Nanton Schools Advisory Committee Chair, provided an update on the progress of the Nanton School Community Engagements.

G.6 Granum School Advisory Committee Update

Trustee Gimber, Granum Schools Advisory Committee Chair, provided an update on the progress of the Granum School Community Engagements.

G.7 Summer School

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation provided the Board with an update of the work accomplished through the summer of 2023.

G.8 By Election Update

Jeff Perry, Associate Superintendent, Business Services updated the Board of Trustees on the upcoming By Election.

H. Key Messages from Today's Meeting

- 1) New Policy 5 – Code of Conduct – First Reading
- 2) Minister’s Youth Council
- 3) PEAKS Collegiate Campus Update
- 4) Jordan’s Principle Update

I. Press Release Items from Today's Meeting

- 1) Minister’s Youth Council
- 2) Clarifying LRSD role in hosting the Election – non active role
- 3)

J. In- Camera

J.1 Legal

23-025 Trustee Hodges moved that the Board of Trustees go in-camera at 1407 hours.

Carried

23-026 Trustee Hodges moved that the Board of Trustees revert the meeting back to the regular board meeting at 1517 hours.

Carried

K. Adjournment

23-027 Trustee Yagos moved that the Board of Trustees vote in favour of the meeting being adjourned at 1518 hours.

Carried

Chairperson

Secretary-Treasurer