



**2023–2024 School Year**  
Division Office, Fort Macleod

# REGULAR BOARD MEETING

Date: December 18, 2023

Time: 9:30 am

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

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

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

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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

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## Call to Order

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9:30-9:31	A.	Call to Order	<i>Chair</i>
9:31-9:33	A.1	Acknowledgement of Land	<i>C. Gimber</i>
9:33-9:35	A.2	O Canada	

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## Consent Agenda

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9:35-9:40	B.	Consent Agenda	<i>Chair</i>
	B.1	Approval of Minutes	
		If there are no errors or omissions in the minutes of the November 27, 2023 Regular 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	

**Every student, every day.**

Recommendation:

That the December 18, 2023 Consent Agenda be approved by the Board of Trustees as (presented or amended).

Moved by: \_\_\_\_\_

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**Emergent Changes to the Agenda**

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9:40-9:42 C. Emergent Changes to the Agenda

Chair

Recommendation:

That the December 18, 2023 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended).

Moved by: \_\_\_\_\_

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**Declaration of Conflict of Interest**

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9:42-9:45 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 December 18, 2023 Board Meeting and if so should declare them.

Declared: \_\_\_\_\_

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**Action Items**

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E. Action Items

9:45-10:05 E.1 Quarterly Financial Report

L. Hodges

The Audit Committee met with the LRSD Finance Team and reviewed the Quarterly Report ending November 30, 2023. The Audit Committee will provide a summary of their review process and key findings at the Board Meeting. Documentation will be sent December 14, 2023 after the Audit Committee scheduled meeting on December 13, 2022.

Recommendation:

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

Moved by: \_\_\_\_\_

10:05-10:20 E.2 Colony Christmas Concerts

K. Charchun

In LRSD, Trustees try to attend school Christmas Concerts as often as their schedule permits. These events provide a great opportunity to connect with parents, staff and students.

Recommendation:

Keeping in line with Board practice of attending school Christmas concerts and given the positive feedback on past attendance at colony school Christmas concerts, the recommendation is that the Board of Trustees assign trustee attendance at yearly colony Christmas concerts

Moved by: \_\_\_\_\_

10:20-10:25 E.3 **ATA Executive / LRSD Trustee Liaison Committee Terms of Reference**  
(enclosure E.3) L. Hodges

The committee met in December and drafted an updated Terms of Reference.

Recommendation:

That the Board of Trustees approve the revised Terms of Reference for the Board/ATA Executive Committee.

Moved by: \_\_\_\_\_

10:25-10:45 E.4 **Board Policy** C. Gimber

Board Policy Chair, Trustee Gimber will review the suggested changes to Board Policy 8, *Board Operations*, Board Policy 9 – *Committees of the Board* and Board Policy 10 – *Board Representatives*.

Recommendation #1

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

Moved by: \_\_\_\_\_

Recommendation #2

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

Moved by: \_\_\_\_\_

Recommendation #3

That the Board of Trustees approve the changes to Board Policy 10 – *Board Representatives* as (presented or amended).

Moved by: \_\_\_\_\_

Board Policy 3 states that the Board shall annually evaluate the Board and Superintendent effectiveness through self evaluation and annual review the Boards' goals, priorities and strategies and develop a plan to achieve them.

Recommendation:

That the Board Chair contact Chris Smeaton to book him to facilitate both the Board self-evaluation and the Superintendent/CEO evaluation with dates set by the chair and vice chair.

Moved by: \_\_\_\_\_

During the Board Governance Workshop, the trustees discussed the potential of having a Trust Building Workshop.

Recommendation:

That the Board of Trustees direct the Professional Development Committee to arrange for a trust building workshop with dates to be determined.

Moved by: \_\_\_\_\_

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## Delegation Presentation

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### F. Delegation Presentation

The Nanton School Enhancement Committee has requested to appear as a delegation to discuss their willingness to fundraise for enhancements to the new A.B. Daley School in Nanton.

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## Lunch

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## Discussion/Information Items

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### H. Discussion/Information Items

The Board has requested an updated presentation from administration. Sr. Admin will provide the Board with an overview of the exploration to consider a 4 Day School Week.

1:30-1:45 H.2 International Education (enclosure H.2) J. Schmirler

International Coordinator, Jas Schmirler, will present an International Education update to the Board of Trustees.

1:45-2:00 H.3 Education Minister Meeting (enclosure H.3) Chair

The Board of Trustees will discuss the November 29, 2023 meeting with the Minister of Education.

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## Key Messages

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2:00-2:03 I. Key Messages from Today's Meeting  
1)  
2)  
3)

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## Potential Press Release Items

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2:03-2:05 J. Press Release Items from Today's Meeting  
1)  
2)  
3)

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## In-Camera

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K. In- Camera

2:05-3:30 K.1 Bussing, Personnel, ASBA Zone 6, ATPC Committee 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: \_\_\_\_\_

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## Adjournment

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3:30 L. Adjournment

Recommendation:

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

Moved by: \_\_\_\_\_