

## Livingstone Range School Division Minutes of the Board of Trustees

---

The Regular Board Meeting of Livingstone Range School Division was held on October 30, 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, Clara Yagos, Greg Long and Kathy Charchun.

Virtual: Trustees Brad Toone and Carla Gimber

Attendance: Darryl Seguin, Superintendent

Jeff Perry, Associate Superintendent, Business Services

Richard Feller, Associate Superintendent, Human and Learning Services

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation

Nikki Lytwyn, Executive Assistant

**A. Chair called meeting to Order at 0914 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 September 25, 2023 Regular Board Meeting and the October 03, 2023 and October 16, 2023 Special 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 2023-24**

**B.4 Chair Monthly Report**

**B.5 Superintendent Monthly Report**

**B.6 Associate Superintendent Monthly Report**

**B.7 Committee Reports**

**B.8 Professional Learning**

23-042 Trustee Hodges moved that the October 30, 2023 Consent Agenda be approved by the Board of Trustees as presented.

*Carried*

**C. Emergent Changes to the Agenda**

*Move Discussion Items first and have Action items after as Trustee Toone unable to attend until 10:30 am. – Trustee Hodges*

23-043 Trustee Yagos moved that the October 30, 2023 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

*Carried*

**D. Declaration of Conflict of Interest**

23-044

The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the October 30, 2023 Board Meeting and if so should declare them.

*None-declared*

**F. Discussion/Information Items**

**F.1 2023-2024 Enrolment Numbers**

Jeff Perry, Associate Superintendent, Business Services reviewed the official September 30, 2023 enrollment figures.

**F.2 Nanton School Advisory Committee Update**

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

**F.3 Granum School Advisory Committee Update**

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

**F.4 Student Travel**

**CCHS International Travel**

Darryl Seguin, Superintendent provided the Board with information regarding the planned upcoming CCHS student international trip. High school students (Gr.10-12) will be traveling to Switzerland and Italy from March 28 to April 6, 2024.

**MHHS Canadian Heritage Travel**

Darryl Seguin, Superintendent provided the Board with information regarding the planned MHHS Junior High (Gr. 8 & 9) student trip. Approximately thirty Six (36) students will travel the EF "Canadian Heritage" Tour (Quebec City, Montreal, Ottawa and Toronto) on March 28 – April 4, 2024.

23-045

Chair moved to suspend the rules and move to item F.6.

*Carried*

**F.6 Remembrance Day Ceremony School Assignments**

The Board of Trustees reviewed the attached Remembrance Day School Ceremony listing and discuss attendance.

*Rick Visser, Transportation Coordinator & Michelle Hedley, Admin Assistant, entered meeting at 0948 hours.  
Chair returned to agenda order at 0949 hours.*

**F.5 Transportation**

Rick Visser, Transportation Coordinator and Michelle Hedley, Admin. Assistant, Transportation & LRSD Pursuits will provide an update to the Board of Trustees regarding transportation throughout the division.

*Rick Visser, Transportation Coordinator & Michelle Hedley, Admin Assistant, exited meeting at 1022 hours.*

*Chair called a health break at 1022 hours.*

*Chair called meeting called back to order at 1040 hours.*

*Jeff Perry, Associate Superintendent, Business Services, exited meeting at 1040 hours*

**G. In- Camera**

**G.1 In-Camera**

23-046 Trustee Yagos moved that the Board of Trustees go in-camera at 1040 hours.

*Carried*

23-047 Trustee Charchun moved that the Board of Trustees revert the meeting back to the regular board meeting at 1211 hours.

*Carried*

**H. Lunch**

*Chair called meeting back to order at 1252 hours.*

*Tara Tanner, Division Principal entered meeting at 1255 hours.*

*Richard Feller entered meeting at 1300 hours.*

**E. Action Items**

**E.1 Policy Updates**

23-048 Trustee Yagos moved that the Board of Trustees have reviewed and approve the second and third reading of the newly adapted Board Policy 5 – Trustee Code of Conduct as presented.

*Carried*

**E.2 Advocacy Committee**

23-049 Trustee Long moved that the Board of Trustees direct the Advocacy Committee to meet to develop new and/or improved methods of sharing school board information. *Carried*

**E.3 Zone 6 Committee**

23-050 Trustee Hodges moved that the Board of Trustees approve Trustee Hodges to sit on the Handbook Committee for Zone 6. *Carried*

23-051 *Chair moved to suspend the rules and move to Item I.1 as presenter, Tara Tanner is present.* *Carried*

**I.1 LRSD Pursuits Presentation**

Tara Tanner, Division Principal presented to the Board of Trustees regarding LRSD Pursuits.

*Tara Tanner, Division Principal exited meeting at 1327 hours.*

**E.4 Rural Caucus**

23-052 Trustee Hodges moved that the Board of Trustees approve for the whole board to attend the rural caucus general meeting in November when we are up at ASBA FGM. *Carried*

**E.5 Board Policy**

23-053 Trustee Yagos moved that the Board of Trustees direct Policy Committee to amend Policy in order to reflect motion 18-079. *Carried*

23-054 Chair moved to move out of order and suspend the agenda and move on to Item J, K. and L. *Carried*

**J. Key Messages from Today's Meeting**

- 1) LRSD Pursuits Presentation
- 2) Transportation Presentation
- 3) Board Policy 5 - Approval
- 4) Enrolment
- 5) Nov 8 Regional School Council Meeting (6-8pm)

**K. Press Release Items from Today's Meeting**

- 1) Enrolment
- 2) Transportation

23-055 Trustee Long moved that the Board of Trustees go in-camera at 1340 hours. *Carried*

23-056 Trustee Charchun moved that the Board of Trustees revert the meeting back to the regular board meeting at 1524 hours. *Carried*

**L. Adjournment**

23-057 Trustee Gimber that the Board of Trustees vote in favour of the meeting being adjourned at 1524 hours. *Carried*

---

*Chairperson*

---

*Secretary-Treasurer*