

The Regular Board Meeting of Livingstone Range School Division was held on December 18, 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, Greg Long, Kathy Charchun, Brad Toone and Carla Gimber

Unable to Attend: Trustee Clara Yagos

Attendance: Darryl Seguin, Superintendent

Jeff Perry, Associate Superintendent, Business Services

Richard Feller, Associate Superintendent, Human and Learning Services

Nikki Lytwyn, Executive Assistant

Julia Mathis, ATA Vice-President

**A. Chair called meeting to order at 0947 hours.**

**A.1 Acknowledgement of Land**

**A.2 O' Canada**

*Jordan Gunderson, Director of Finance, entered meeting at 0948 hours.*

**B. Consent Agenda**

**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**

*November 27, 2023 Board meeting Minutes should read, Minutes – add ATA Vice President's attendance for the November 1, 2023 Organizational Board meeting – "Trustee Yagos" – not Trustee Gimber*

*Pull Item B.7 – Professional Learning and add as item E.7 - Chair*

23-107

Trustee Long moved that the December 18, 2023 Consent Agenda be approved by the Board of Trustees as amended.

*Carried*

*Richard Feller, Associate Superintendent, Human and Learning Services, entered meeting at 1000 hours.*

**C. Emergent Changes to the Agenda**

*Chair Hodges added land to the K.1 In Camera item.*

23-108 Trustee Gimber moved that the December 18, 2023 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

*Carried*

**D. Declaration of Conflict of Interest**

23-109 The Chair asked 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.

*None-declared*

**E. Action Items**

**E.1 Quarterly Financial Report**

23-110 Trustee Charchun moved that the Audit Committee recommends that the Board of Trustees approve the Quarterly Financial Report as presented.

*Carried*

*Jordan Gunderson, Director of Finance, exited meeting at 1006 hours.*

**E.2 Colony Christmas Concerts**

23-111 Trustee Charchun moved that 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.

23-112 Trustee Poytress moved to table until the January Board meeting when all trustees will be in attendance

*Defeated*

23-111  
Friendly  
Amendment Trustee Poytress add " bi-yearly" colony Christmas Concerts

23-111  
Friendly  
Amended Trustee Charchun moved that 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 bi-yearly colony Christmas concerts.

*Defeated*

23-113 Trustee Long moved that the Board of Trustees assign one trustee to schedule a calendar date to visit each colony in December. *Defeated*

*Chair called a Health Break at 1041 hours.  
Chair called the meeting back to order at 1049 hours.*

**E.3 ATA Executive / LRSD Trustee Liaison Committee Terms of Reference**

23-114 Chair Hodges moved that the Board of Trustees approve the revised Terms of Reference for the Board/ATA Executive Committee. *Carried*

**E.4 Board Policy**

23-115 Trustee Gimber moved that the Board of Trustees approve the changes to Board Policy 8 – *Board operations* as amended. *Carried*

23-116 Trustee Gimber moved that the Board of Trustees approve the changes to Board Policy 9 – *Committees of the Board* as presented. *Carried*

23-117 Trustee Gimber moved that the Board of Trustees approve the changes to Board Policy 10 – *Board Representatives* as amended. *Carried*

23-118 Chair moved to move out of order to the F.1 Nanton School Enhancement Committee Presentation, as delegation is here. *Carried*

*Greg Graves, Amy Gillespie and Jennifer Jones (NSEC) entered meeting at 1058 hours.*

23-119 Chair moved to return agenda order and move on to item E.5. *Carried*

**E.5 Board Self-Evaluation/CEO Evaluation**

23-120 Chair Hodges moved 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.

Amendment

23-120 Trustee Toone moved that the Board Chair contact Terry Gunderson to book him to facilitate both the Board self-evaluation and the Superintendent/CEO evaluation with dates set by the chair and vice chair.

*Defeated*

Amendment  
23-120 Trustee Gimber moved that the Board Chair contact ASBA to book a facilitator for both the Board self-evaluation and the Superintendent/CEO evaluation with dates set by the chair and vice chair.

Amendment  
to the  
Amendment  
23-120 Trustee Charchun moved that the Board Chair contact ASBA “and Chris Smeaton to investigate the cost and availability of having them” facilitate both the Board self-evaluation and the Superintendent/CEO evaluation as soon as possible.

*Carried*

Amended  
23-120 Chair Hodges moved that the Board Chair contact ASBA and Chris Smeaton to investigate the cost and availability of having them facilitate both the Board self-evaluation and the Superintendent/CEO evaluation as soon as possible.

*Carried*

23-121 Trustee Poytress moved to table the motion until later in the day.

*Carried*

*Chair called a break for lunch at 1159 hours.*

*Chair called meeting back to order at 1303 hours.*

## **E.6 Board Professional Learning**

23-122 Trustee Gimber moved that the Board of Trustees direct the Professional Development Committee to arrange for a trust building workshop with dates to be determined.

Amendment  
23-122 Trustee Toone moved to add “using any remaining available dollars in the budget”.

Friendly Amendment  
to the  
Amendment  
23-122 Trustee Toone move to add “using any available dollars in the budget”

*Carried*

Amended

23-122

Trustee Gimber moved that the Board of Trustees direct the Professional Development Committee to arrange for a trust building workshop with dates to be determined, using any available dollars in the budget.

*Carried*

23-123

Chair moved to postpone item E.6 – Board Professional Development to the January meeting.

*Defeated*

Removed from  
Consent Agenda

**E.7 Professional Learning**

23-124

Trustee Charchun moved that the Board of Trustee approved her to attend any Speakers Corners.

*Carried*

23-125

Trustee Toone moved that the Board of Trustee approved him to attend any Speakers Corners.

*Carried*

**F. Delegation Presentation**

**F.1 Nanton School Enhancement Committee**

The Nanton School Enhancement Committee discussed their willingness to fundraise for enhancements to the new A.B. Daley School in Nanton.

*Greg Graves, Amy Gillespie and Jennifer Jones (NSEC) exited meeting at 1125 hours.*

**G. Lunch**

23-126

Chair moved to move out of order to the H.2 International Education Presentation, as presenter is here.

*Carried*

*Jas Schmirler, International Coordinator, entered meeting at 1324 hours.*

**H. Discussion/Information Items**

**H.1 4 Day School Week**

Sr. Admin provided the Board with an overview of the exploration to consider a 4 Day School Week.

23-127 Trustee Toone moved that the Board develop a plan including next steps and stakeholder engagement and bring it forward no later than the April Board meeting for approval.

*Carried*

**H.2 International Education** (enclosure H.2) *J. Schmirler*

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

*Jas Schmirler, International Coordinator, exited meeting at 1341 hours.*

*Jeff Perry, Associate Superintendent, Business Services exited meeting at 1401 hours and re-entered at 1404 hours.*

**H.3 Education Minister Meeting**

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

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

- 1) Nanton School Enhancement Committee Presentation
- 2) International Education Presentation
- 3) 4 Day School Week – presentation – more to come

23-128 Chair moved to table Key Messages until after in camera.

*Carried*

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

- 1) Nanton School Enhancement Committee Presentation
- 2) 4 day school week
- 3) International Education Presentation – Home stays are needed in all communities.

**K. In- Camera**

**K.1 Bussing, Personnel, ASBA Zone 6, ATPC Committee & Land**

23-129 Trustee Poytress moved that the Board of Trustees go in-camera at 1438 hours.

*Carried*

23-130 Trustee Charchun moved that the Board of Trustees revert the meeting back to the regular board meeting at 1749 hours.

*Carried*

23-131 Trustee Toone moved that the Board of Trustees approve to support, in principle, the Nanton School Enhancement Committee's learning

commons initiative, contingent on financial support (guarantor) from the municipality(ies).

*Carried*

23-132

Trustee Charchun moved that the Board of Trustees direct the advocacy committee to write a letter to the Minister of Education and cc: Julia Sproules Commissioner Alberta Teaching Profession Commission and cc:ASBA outlining the board's concerns regarding the ATPC complaint process and to support previous letters from other school districts.

*Carried*

Friendly  
Amendment

23-132

Trustee Gimber moved a friendly amendment to "add Julia Sproules Commissioner Alberta Teaching Profession Commission and cc:ASBA"

**L. Adjournment**

23-133

Trustee Gimber moved that the Board of Trustees vote in favour of the meeting being adjourned at 1805 hours.

*Carried*

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*Chairperson*

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*Secretary-Treasurer*