

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on January 29, 2024 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: Trustee(s) Lori Hodges, Lacey Poytress, Greg Long, Kathy Charchun, Brad Toone, Clara Yagos and Carla Gimber

Unable to Attend: Richard Feller, Associate Superintendent, Human and Learning Services

Attendance: Darryl Seguin, Superintendent

Jeff Perry, Associate Superintendent, Business Services

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation

Nikki Lytwyn, Executive Assistant

Julia Mathis, ATA Vice-President

A. Chair called meeting to order at 0903 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 December 18, 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 Chair Report

B.5 Superintendent Monthly Report

B.6 Associate Superintendent Monthly Report

B.7 Committee Reports

B.8 Professional Learning

B.9 Granum Solution Update

Remove Item B.6 – Associate Superintend Chad Kuzyk Monthly Report and add as item H.5 – Trustee Yagos

Remove Item B.8 - Professional Learning and add as item E.8 – Trustee Yagos

23-134 Trustee Yagos moved that the January 29, 2024 Consent Agenda be approved by the Board of Trustees as amended.

Carried

C. Emergent Changes to the Agenda

Item E.2 – Board Policy 8 – remove as was added in error. – Trustee Long

23-135 Trustee Poytress moved that the January 29, 2024 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

Carried

D. Declaration of Conflict of Interest

23-136 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the January 29, 2024 Board Meeting and if so should declare them.

None Declared

E. Action Items

E.1 2024-25 Meeting Schedule

Sept. 10/24 Planning meeting
Sept. 24/24 Regular Board Meeting
Oct. 8/24 Planning meeting
Oct. 22/24 Regular Board meeting
~~Nov. 12/24 Planning meeting~~ or Mon. Nov 4/24 (Nov. 12 is ISC Day)
Nov. 26/24 Regular Board Meeting
December 10/24 Planning meeting
Dec. 17/24 Regular Board meeting (Dec. 24 is Christmas Eve)
Jan. 14/25 Planning meeting
Jan. 28/25 Regular Board Meeting
Feb. 11/25 Planning meeting
Feb. 25/25 Regular Board meeting
March 11/25 Planning meeting
March 25/25 Regular Board meeting
April 8/25 Planning meeting
April 29/25 Regular Board meeting (April 22 is Easter Break)
May 13/25 Planning meeting
May 27/25 Regular Board Meeting
June 10/25 Planning meeting
June 24/25 Regular Board Meeting

23-137 Trustee Poytress moved that the Board of Trustees approve the 2024-25 schedule of meetings as amended.

Carried

Amendment

23-137 Trustee Toone moved that the November Planning Day be scheduled on November 4 not November 12.

Carried

Amendment to the Amendment

23-137 Trustee Gimber moved to change the date to November 5, 2024 not November 4 or November 12.

Defeated

23-138 Trustee Toone moved that the February and December dates are placeholders and remove the planning meeting dates where possible.

Amended

23-138 Trustee Toone moved that the February and December dates are placeholders and remove other planning meeting dates where possible.

Carried

23-139 Trustee Toone moved that the Board of Trustees tentatively book meeting dates out as far as the calendar will allow.

Carried

Amendment

23-139 Trustee Poytress moved that the Board of Trustees tentatively book meeting dates for the 2025-2026 school year following the 2nd and 4th Tuesday schedule.

Defeated

E.2 Board Policy

23-140 Trustee Gimber moved that the Board of Trustees approve the changes to Board Policy 3 – *Role of the Board* as amended.

Carried

23-141 Trustee Gimber moved that the Board of Trustees approve the changes to Board Policy 4 - *Role of the Trustee* as presented.

Carried

*Chair called a 10 minute health break at 1011 hours.
Meeting called back to order at 1023 hours.*

E.3 Board Self-Evaluation/CEO Evaluation

23-142 Trustee Long moved that the Board Chair contact ASBA to book them to facilitate both the Board self-evaluation and the Superintendent/CEO evaluation with dates set by the chair and vice chair.

Amendment

23-142 Trustee Poytress moved that the Board of Trustees cross out ASBA replace with Chris Smeaton.

Carried

Amended

23-142 Trustee Long 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 to the Amended

23-142 Trustee Toone moved that the Board of Trustees add in the 360 scan into the motion.

Carried

Amendment to the Amendment

23-142 Trustee Charchun moved that the Board Chair contact Chris Smeaton to book him to facilitate both the Board self-evaluation, the Superintendent/CEO evaluation and the 360 scan of the Superintendent and Board of Trustees with dates set by the chair and vice chair.

Defeated

Amendment to the Amendment

23-142 Trustee Charchun moved that the Board Chair contact Chris Smeaton to book him to facilitate both the Board self-evaluation, the Superintendent/CEO evaluation and the 360 scan of the Superintendent and/or Board of Trustees based on further

information brought forward by chair and vice-chair with dates set by the chair and vice chair.

Carried

Amended
23-142

Trustee Long moved that the Board Chair contact Chris Smeaton to book him to facilitate both the Board self-evaluation, the Superintendent/CEO evaluation and the 360 scan of the Superintendent and/or Board of Trustees based on further information brought forward by chair and vice-chair with dates set by the chair and vice chair.

Carried

Jeff Perry, Associate Superintendent, Business Services exited meeting at 1043 hours and reentered at 1057 hours.

23-143

The Chair asked to suspend the rules of order and move to item F.1 - In Camera

Carried

E.4 2024-2025 School Calendar

23-144

Trustee Yagos moved that the Board of Trustees approve the 2024-2025 School Year Calendars as presented.

Carried

E.5 Time Sheet Adjustments

23-145

Trustee Poytress moved that the Board of Trustees approve the timesheet committee adjusting the December 2023 Trustee Timesheets.

Carried

E.6 Building Our Community Economic Development Capacity

23-146

Trustee Hodges moved that the Board of Trustees approve the board chair attend the community wide capacity building on Jan 30, 2024.

Carried

E.7 Colony School Assignments

23-147

Trustee Charchun moved that keeping in line with Board practice of connecting with community schools at least once a year, the recommendation is that the Board of Trustees assign trustees to colonies for a yearly school visit.

Friendly Amendment

23-147

Trustee Long made a friendly amendment to add assigned Trustees will be responsible for organizing the time and date of their visit.

Friendly Amendment to the Amendment

23-147

Trustee Poytress made a friendly amendment to add for a two year period.

Amended

23-147

Keeping in line with Board practice of connecting with community schools at least once a year, the recommendation is that the Board of Trustees assign trustees to colonies for a two year period for a yearly school visit. Assigned Trustees will be responsible for organizing the time and date of their visit.

Carried

Amendment to the Amended

23-147 Trustee Toone moved to add when Board visits are not scheduled.

Defeated

23-148 Trustee Yagos moved that the Policy Committee update the policy regarding the colony visits.

Carried

Removed Item from Consent Agenda

E.8 Professional Learning

23-149 Trustee Yagos moved that the Board of Trustees approve her to attend the speakers corner and the virtual Govern for Impact forum Face to Face advance practice – Measuring Anything.

Carried

F. In- Camera

F.1 Land, ASBA update

23-150 Trustee Poytress moved that the Board of Trustees go in-camera at 1057 hours.

Carried

23-151 Trustee Yagos moved that the Board of Trustees revert the meeting back to the regular board meeting at 12:10hours.

Carried

G. Lunch called at 1210 hours.

Chair called meeting back to order at 1301 hours.

H. Discussion/Information Items

H.1 Career Practitioners

Chad Kuzyk, Associate Superintendent, Curriculum and Innovations provided an update on the Career Practitioners program in the Livingstone Range School Division.

Lisa Furukawa, Director of Learning (Support Services) entered meeting at 1355 hours.

H.2 Inclusive Education Presentation

Lisa Furukawa, Director of Learning (Support Services) presented to the Board on Inclusive Education throughout the division.

Lisa Furukawa, Director of Learning (Support Services) entered meeting at exited at 1435 hours.

Chair called a health break at 1435 hours.

23-152 Chair moved to suspend the rules of order and suspend move back to item E.8. **Carried**

H.3 Nanton Update

The Nanton School Advisory Chair, Trustee Toone updated the Board of Trustees on the Nanton Schools. See our lrsd.ca website at our [Nanton New & Modernized Schools](#) page and the [Nanton School Advisory Committee](#) for all update information.

H.4 Budget Review Process

Enclosed with the agenda was a copy of the proposed budget calendar related to the 2024-2025 School Year Budget. Jeff Perry, Associate Superintendent, Business Services used the budget calendar to provide a review of the division's budget process for the Trustees.

Removed from Consent Agenda

H.5 Associate Superintendent – Curriculum and Innovation Monthly Report

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation, reviewed his monthly report with the Board of Trustees.

I. Key Messages from Today's Meeting

- 1) Career Practitioners Presentation
- 2) 2024/2025 School Calendar
- 3) Inclusive Education Presentation
- 4) Colony Visits

J. Press Release Items from Today's Meeting

- 1) Nanton Feb 8 engagement session

K. In-Camera

23-153 Trustee Toone moved that the Board of Trustees go in-camera at 1501 hours. **Carried**

23-154 Trustee Yagos moved that the Board of Trustees revert the meeting back to the regular board meeting at 1700 hours. **Carried**

L. Adjournment

23-155 Trustee Toone moved that the Board of Trustees vote in favour of the meeting being adjourned at 1700 hours. **Carried**

Chairperson

Secretary-Treasurer