

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on March 25, 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, Brad Toone, Clara Yagos and Carla Gimber

Virtual Attendance: Trustee(s) Kathy Charchun

Attendance: Darryl Seguin, Superintendent

Jeff Perry, Associate Superintendent, Business Services

Richard Feller, Associate Superintendent, Human & Learning Services

Chad Kuzyk, Associate Superintendent, Curriculum and Innovation

Nikki Lytwyn, Executive Assistant

A. Chair called meeting to order at 0907 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 February 26, 2024 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.8 Professional Learning and add as Item E.9 – Trustee Charchun

Remove Item B.9 Granum Solution Update and add as Item F.5 – Trustee Charchun

23-172 Trustee Yagos moved that the March 25, 2024 Consent Agenda be approved by the Board of Trustees as amended.

Carried

C. Emergent Changes to the Agenda

- 23-173 Trustee Toone moved that the March 25, 2024 Regular Board Meeting Agenda be approved by the Board of Trustees as presented. *Carried*
- D. Declaration of Conflict of Interest**
- 23-174 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the March 25, 2024 Board Meeting and if so should declare them. *None-declared*
- E. Action Items**
- E.1 Board Policy**
- 23-175 Trustee Gimber moved that the Board of Trustees approve Board Policy 4 – *Role of the Trustee* as presented. *Carried*
- 23-176 Trustee Gimber moved that the Board of Trustees approve Board Policy 8 – *Board Operations* as amended. *Carried*
- 23-177 Trustee Gimber moved that the Board of Trustees approve Board Policy 21- *Welcoming, Caring, Respectful and Safe Learning Environment* as (presented or amended). *Carried*
- 23-178 Trustee Long moved that the Board of Trustee go in Camera at 0920 hours. *Carried*
- 23-179 Trustee Poytress moved that the Board of Trustees move out of Camera 1013 hours. *Carried*
- Regional School Council Terms of Reference**
- 23-180 Trustee Gimber moved that the Board of Trustees pay for the Chair of the Regional School Council to attend the ASCA Conference and AGM. If the chair is unable to attend, another Trustee may attend in their place, with preference given first to the other Regional School Council Committee member.
- Amendment
23-180 Trustee Long moved to add AGM, add “if we have a school member attending. *Carried*

That the Board of Trustees pay for the Chair of the Regional School Council to attend the ASCA Conference and AGM, if there is a school council member attending. If the chair is unable to attend, another Trustee may attend in their place, with preference given first to the other Regional School Council Committee member.

Amendment
23-180

Trustee Poytress moved to strike “conference and”.

Defeated

Amendment
23-180

Trustee Toone moved to add “in-person”.

Carried

Amended
23-180

That the Board of Trustees pay for the Chair of the Regional School Council to attend in person the ASCA Conference and AGM, if there is a school council member attending. If the chair is unable to attend, another Trustee may attend in their place, with preference given first to the other Regional School Council Committee member.

Carried

NOM

Trustee Gimber made a notice of motion for the April 22, 2024 Board meeting. Recommendation: That the Chair of the Regional School Council Committee alternate every year – Trustee Gimber

E.2 Livingstone Range School Division Three Year Capital Plan and Ten-Year Facilities Plan

23-181

Trustee Yagos moved that the Board of Trustees approve the updated Livingstone Range School Division Three Year Capital Plan to be submitted to Alberta Education by April 1, 2024.

Carried

E.3 Ratification of CUPE Memorandum of Agreement

23-182

Trustee Toone moved that the Board of Trustees move in camera at 1056 hours.

Carried

23-183

Trustee Gimber moved that the Board of Trustees move out of camera at 1116 hours.

Carried

23-184

Trustee Toone moved that the Board of Trustees accept and ratify the Memorandum of Agreement Terms for Settlement between the CUPE Local 2133 and the Livingstone Range School Division.

Carried

- 23-185 Trustee Yagos moved that the Board of Trustees approve changing the September 10, 2024 Meeting of the Whole date to September 11, 2024.

Carried

Jordan Gunderson, Director of Finance entered meeting at 1122 hours.

E.5 Quarterly Financial Report

- 23-186 Trustee Poytress 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 1142 hours.

E.6 2024-2025 Instructional Funding Allocation

- 23-187 Trustee Long moved that the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2024-2025 school year.

Carried

*Lunch Break held from 1200 hours to 1230 hours.
Chair called meeting back to order at 1231 hours.
Chair asked to be recused as chair at 1232 hours.
Mr. Perry, Associate Superintendent, Business Services assumed Chair at 1232 hours.*

E.7 School Principal Selection

- 23-188 Trustee Toone moved that school board trustees shall be invited to participate in the interview panels for principal candidates, alongside other relevant stakeholders deemed by the superintendent such as administrators, teachers, or school council members.

Furthermore, the board shall establish guidelines and procedures for trustee involvement in the interview process, ensuring transparency, fairness, and accountability. These guidelines shall outline the roles and responsibilities of trustees, the selection criteria for the trustee, and the process for providing feedback on the process.

Defeated

Trustee Toone requested a recorded vote
For: Trustee(s) Gimber, Toone
Against: Trustee(s) Yagos, Hodges, Poytress, Long, Charchun

23-189 Trustee Gimber moved table the motion until we get more information on what other Divisions processes are.

Defeated

Trustee Hodges assumed Chair role at 1301 hours.

E.8 Professional Learning

23-190 Trustee Toone moved that any trustee participating in a professional learning activity must present a report on the activity during the first regular meeting following their attendance. This report will be included in the consent agenda. Per Diem for Professional Development will only be disbursed upon submission of this report.

Amendment
23-190

Trustee Gimber moved to remove “during the first regular meeting following their attendance.” add “a verbal and written”, “within the next two planning meetings.”, “submitted on a template,” and “next”

Amendment
to the
Amendment
23-190

Trustee Poytress moved to remove “only” and “disbursed upon submission of this report” and add be “paid after a written report is approved in the consent agenda.”

Carried

Amendment
23-190

Trustee Gimber moved any trustee participating in a professional learning activity must present a verbal and written report on the activity within the next two planning meetings. This report, submitted on a template, will be included in the next consent agenda. Per Diem for Professional Development will be paid after a written report is approved in the consent agenda.

Carried

Amended
23-190

Trustee Toone: Any trustee participating in a professional learning activity must present a verbal and written report on the activity within the next two planning meetings. This report, submitted on a template, will be included in the next consent agenda. Per Diem for Professional Development will be paid after a written report is approved in the consent agenda.

Trustee Toone requested a recorded vote:
Against: None

Carried

Chair called a bio break called at 1326 hours.

E.9 Professional Learning

- 23-191 Trustee Charchun moved to request the use of personal PD funds to attend the Accelerate: Climate Change Education in Canadian Teacher Education – Webinar.
Carried
- 23-192 Trustee Charchun moved to request the use of personal PD funds for her time to review the On boarding Resource and Trustee orientation (Foothills SD – Trustee Guide to Good Governance Handbook)
Defeated
- 23-193 Trustee(s) Gimber, Poytress, Charchun moved to use PD funds to attend the FNMI Conference April 24-26, 2024.
Carried
- 23-194 Trustee Charchun moved to request the use of personal PD funds to attend the ASBA Virtual Federal Advocacy Session - February 2024 – retroactive claim.
Carried

F. Discussion/Information Items

F.1 First Nations, Metis and Inuit Support Update

Richard Feller, Associate Superintendent, Human and Learning Services provided the Board an update of the work being accomplished throughout the division.

F.3 Edwin Parr Nomination

Richard Feller, Associate Superintendent, Human & Learning Services announce that F.P. Walshe School teacher Michael McTighe, F.P. Walshe School teacher is the Livingstone Range School Divisions 2023-24 Edwin Parr nominee. This nomination is sponsored by the Alberta School Boards Association and is limited to eligible first year teachers.

F.4 Nanton Update

The Nanton School Advisory Chair, Trustee Toone, updated the Board of Trustees on the Nanton Schools. For more information please see our website at [Nanton New & Modernized Schools](#)

- 23-195 Trustee Toone moved that the Board of Trustees send a communication to thank the Minister of Education and the current and former MLA for advocating for the project in Nanton.
Carried

F.5 Granum Update

The Granum School Advisory Chair, Trustee Charchun updated the Board of Trustees on the Granum School. For more information please see our [LRSD YouTube](#) page. The Granum School update information starts at 5:27:30

G. In-Camera

G.1 Land, Labour and Legal

23-196 Trustee Poytress moved that the Board of Trustees go in-camera at 1443 hours.

Carried

23-197 Trustee Poytress moved that the Board of Trustees revert the meeting back to the regular board meeting at 1618 hours.

Carried

H. Key Messages from Today's Meeting

- 1) Regional School Council Terms of Reference
- 2) Livingstone Range School Division Three Year Capital Plan and Ten-Year Facilities Plan
- 3) Edwin Parr Nomination
- 4) Instructional Funding Allocation
- 5) Granum School Update (4 Day School Week)

I. Press Release Items from Today's Meeting

- 1) Capital Plan

J. Adjournment

23-198 Trustee Yagos moved that the Board of Trustees vote in favour of the meeting being adjourned at 1627 hours.

Carried

Chairperson

Secretary-Treasurer