



2023–2024 School Year
Division Office, Fort Macleod

REGULAR BOARD MEETING

Date: May 27, 2024

Time: 1:00PM

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

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

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

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

Call to Order

1:00-1:01	A.	Call to Order	<i>Chair</i>
1:01-1:03	A.1	Acknowledgement of Land	<i>L. Poytress</i>
1:03-1:05	A.2	O Canada	

Consent Agenda

1:05-1:10	B.	Consent Agenda	<i>Chair</i>
	B.1	Approval of Minutes	
		If there are no errors or omissions in the minutes of the April 22, 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	

Every student, every day.

- B.9 Granum Solution Update
- B.10 Board Policy Updates (BP 6,7,8,11,12,15 & 16)

Recommendation:

That the May 27, 2024 Consent Agenda be approved by the Board of Trustees as (presented or amended).

Moved by: _____

Emergent Changes to the Agenda

- 1:10-1:12 C. Emergent Changes to the Agenda *Chair*

Recommendation:

That the May 27, 2024 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended).

Moved by: _____

Declaration of Conflict of Interest

- 1:12-1:15 D. Declaration of Conflict of Interest

Recommendation:

That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the May 27, 2024 Board Meeting and if so should declare them.

Declared: _____

Action Items

- E. Action Items

- 1:15-1:35 E.1 Budget Report – Livingstone Range School Division *J. Perry*

The 2024-2025 Livingstone Range School Division Budget Report is to be approved by the Board of Trustees and submitted to Alberta Education by May 31, 2024. Mr. Jeff Perry, Associate Superintendent of Business Services will review the proposed budget for the Board's Approval.

Recommendation:

That the 2024-2025 Budget for the Livingstone Range School Division be approved by the Board of Trustees for submission to Alberta Education.

Moved by: _____

E.2 Education Plan

D. Seguin

1:35-1:45

Darryl Seguin, Superintendent will review the 2023-2026 Education Plan (Year 2) for the Board of Trustees for approval.

Recommendation:

That the Board of Trustees approve the 2023-2026 (Year 2) Education Plan for the Livingstone Range School Division.

Moved by: _____

1:45-1:55

E.3 Rural Caucus Budget

G. Long

Trustee Toone will review the 2023-2024 membership costs proposed by the Rural Caucus of Alberta School Boards.

Recommendation:

That the Board of Trustees of Livingstone Range School Division pay a recovery cost up to ????? to the Rural Caucus.

Moved by: _____

1:55-2:05

E.4 Town/MD meetings (1 per/4 years)

L. Poytress

Whereas, the School Board Trustees and the Fort Macleod Town Council share a vested interest in the well-being and development of the community; the shared office space and opportunity for increased efficiency, resource optimization, and enhanced communication between the School Board and the Town Council;

Whereas, a joint meeting provides a platform for constructive dialogue, strategic planning, and decision-making on matters of mutual concern;

Recommendation:

That the School Board Chair reach out to the Mayor of Fort Macleod to arrange a dinner meeting to meet and discuss common goals, challenges, and potential areas of collaboration.

Moved by: _____

2:05-2:20

E.5 ASCA School Council Membership Fees

C. Gimber

ASCA membership fees cover access to the ASCA website and resources. Resolutions passed at the annual AGMs have been used as advocacy points with the government.

ASCA membership fees have been paid by LRSD, automatically, without request by the individual school councils. In recent years, membership, and parental voice at ASCA has declined and it may no longer be representative of the public.

Three years ago, funding to ASCA was reduced with those dollars redirected directly to the individual school councils to use for parental engagement. This ASCE Grant provides each council with autonomy to address their unique needs.

There is no doubt membership with ASCA has changed over the years. This year, at their AGM, they voted to increase their membership fees. In these times of tight budget constraints, the blanket payment of ASCA membership fees for school councils is no longer fiscally responsible.

Recommendation:

The Board recommends that school council ASCA Membership fees are no longer automatically paid by LRSD. Rather, when the ASCA Membership renewal notice arrives for 2024/2025, and going forward, the fees will only be paid upon written request, by each individual school council chair.

Moved by: _____

2:20-2:25 **E.6 Rural Caucus Attendance** *C. Yagos*

Trustee Yagos will discuss with the Board of Trustees regarding attending the Rural Caucus meeting on June 2, 2024.

Recommendation:

That the Board of Trustees approve that all Trustees attend the Rural Caucus meeting on June 2, 2024 at the ASBA Spring General Meeting.

Moved by: _____

2:25-2:35 **E.7 Personal Communication Devices Board Policy** *Chair*

Post meeting discussion around what the board felt was a special meeting, I would like to strike the word "special" from the April 22, 2024 motion # 23-204, "That the Board of Trustees designate a special meeting to develop a policy limiting personal communication devices in the classroom.", to be able to move the work of the board forward.

Recommendation:

That the Board of Trustees designate a meeting to develop a policy limiting personal communication devices in the classroom.

Moved by: _____

2:35-2:55 **E.8 Making All Board Meetings Public Effective September 2025** *B. Toone*

Purpose - Livingstone Range School Board declares all board meetings to be public meetings including committee of the whole and planning meetings, effective

September 2025, to increase transparency and accountability, allowing the public to observe how decisions are made and governance of the school district is conducted.

Rationale: Transparency: Opening all board meetings to the public enhances transparency in the decision-making processes of the school district. It allows stakeholders, parents, community members, and other interested parties to witness firsthand how policies are formulated, governance is conducted, and decisions are reached by the board.

Accountability: Making all board meetings public promotes accountability among board members and administration, as they are held to a higher level of scrutiny by the public. By allowing observers to see the discussions, debates, and decisions taking place during meetings, the board members are more likely to act with integrity and in the best interest of the community they serve.

Community Engagement: Providing the opportunity for the public to attend board meetings fosters greater community engagement and involvement in the education system. It encourages a sense of ownership and investment in the decisions made by the board, as community members are able to witness the democratic processes in action.

Trust and Credibility: Opening up all board meetings to the public builds trust and credibility in the school district's governance practices. By being transparent and inviting public participation, the board demonstrates a commitment to ethical conduct, fair decision-making, and openness in its operations. This still allows for sensitive matters such as land, legal, and labour to be addressed in camera and at the same time ensuring all debate and discussion takes place in public which at this time currently is not the case.

Effective September 2025, all board meetings of the Livingstone Range School Board will be public meetings, and members of the public are welcome to attend and observe the proceedings or watch at a later date the recordings. This motion is intended to promote transparency, accountability, community engagement, and trust within the school divisions governance practices.

Recommendation:

That the Livingstone Range School Board declares all committees of the whole, planning meeting and regular board meetings to be public meetings, effective September 2025, to increase transparency and accountability, allowing the public to observe how decisions are made and governance of the school division is conducted.

Moved by: _____

2:55- 3:15

E.9

Set Meeting times starting September 2025

B. Toone

Purpose - That regular board meetings will be scheduled from 1-4pm. Any deviation from this standard timing requires board approval through a separate motion.

Rationale:

1. Efficiency: By setting a standard meeting time of 1-4pm for regular board meetings, we aim to streamline our scheduling and help board members, staff, and possible attendees plan their day more effectively. Having a consistent time slot can increase attendance and participation, as individuals can plan their day around the meetings.
2. Administration and Board Member Time: Adopting a fixed meeting time will reduce the need for rearrangement of schedules and conflicts that arise from varying meeting times. This will optimize the efficiency of our administration and board members, allowing them to allocate their time and resources more effectively towards school governance and decision-making processes. Meetings have become increasing in length over time and at the same time less effective. At times we have not gotten to half the proposed agenda in a full day. This scheduling would force the board to be more purposeful in planning to prioritize items and not focus large amounts of time on non effective or governance related. It would allow for time in the morning to be possibly set aside for committee work which is at times very difficult to schedule.
3. Financial Responsibility: Establishing a set meeting time can contribute to cost savings by reducing the need for additional resources involved in rescheduling, such as over eight hours per diem for trustees, and other administrative expenses. By adhering to a specific time frame, we demonstrate a commitment to being fiscally responsible and respecting the resources of the division.
4. Transparency and Accountability: Having a predetermined meeting time enhances transparency and accountability within the board's operations. It ensures that meetings are held at a consistent time, making it easier for stakeholders, parents, and community members to participate and engage in the governance processes of the school district.

Recommendation:

That the Livingstone Range School Board establishes the regular board meeting times to be from 1-4pm starting September 2025, and be only changed through board motion.

Moved by: _____

Discussion/Information Items

F. Discussion/Information Items

3:15-3:30 F.1 Early Learning

(enclosure F.1)

L. Feller

Leanne Feller, Early Learning/Inclusive Learning Coach, will provide the Board with an update of the work being accomplished throughout the division.

The Nanton School Advisory Chair will update the Board of Trustees on the Nanton Schools.

Key Messages

- 3:35-3:37 G. Key Messages from Today's Meeting
1) Presentation(s)

Potential Press Release Items

- 3:37-3:40 H. Press Release Items from Today's Meeting
1)

In-Camera

- I. In-Camera

- 3:40-5:00 I.1 In-Camera

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: _____

Adjournment

- 5:00 J. Adjournment

Recommendation:

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

Moved by: _____