

The Regular Board Meeting of Livingstone Range School Division was held on June 24, 2024 commencing at 1100 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, Kathy Charchun and Carla Gimber

Attendance: Darryl Seguin, Superintendent  
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 1105 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 May 27, 2024 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 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**

**B.10 2024-2025 Board Meeting Dates**

Move item B.10 - 2024-2025 Board Meeting Dates to item F.4 – Chair Hodges

23-240 Trustee Yagos moved that the June 24, 2024 Consent Agenda be approved by the Board of Trustees as amended.

*Carried*

**C. Emergent Changes to the Agenda**

Add item F.5 Professional Development – Trustee Charchun

Post pone item G.1 Nanton Update until September Board Meeting - Chair

Add item F.6 - NOM from Organizational Meeting – Trustee Gimber

23-241 Trustee Long moved that the June 24, 2024 Regular Board Meeting Agenda be approved by the Board of Trustees as amended.

*Carried*

**D. Declaration of Conflict of Interest**

23-242 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the June 24, 2024 Board Meeting and if so should declare them.

*None - Declared*

**E. Presentations**

**E.1 Early Learning**

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

**F. Action Items**

**F.1 Board/CEO Evaluations**

23-243 Trustee Poytress moved that the Board of Trustees approves the Board's Evaluation Report, as developed in the facilitated workshop of June 10, 2024; AND FURTHER, that the Board Chair be authorized to monitor the goals and suggestions agreed to and bring items forward for Board consideration, as deemed appropriate.

*Carried*

23-244 Trustee Yagos moved that the Board of Trustees approves the Superintendent's Evaluation Report, as developed in the facilitated evaluation workshop of June 10, 2024, as an accurate accounting of the Superintendent's performance for the period August 01, 2023 to June 01, 2024; AND FURTHER, that the Board of Trustees authorizes the Board Chair to make any required technical edits and to sign the report on the Board's behalf.

*Carried*

**Motion Arising from Business**

23-245 Trustee Toone moved that the Board of Trustees present a post evaluation review list at our next public Regular Board Meeting for approval.

*Carried*

23-246 Chair moved that the Board of Trustees accept this motion arising from business on to the agenda

*Carried*

**F.2 Board Operations**

23-247 Trustee Toone moved that the board of trustees conduct a thorough review of board operations in order to identify areas for improved efficiencies and cost reductions. That each committee present their recommendations for streamlining operations and reducing expenses at a future meeting for board approval.

*Carried*

### **LUNCH**

*Chair called the meeting back to order at 1247 hours.*

### **F.3 Quarterly Financial Report**

23-248 Chair Hodges moved that the Audit Committee recommends that the Board of Trustees approve the Third Quarterly Financial Report as presented

*Carried*

### **F.4 2024-2025 Board Meeting Dates**

23-249 Trustee Poytress moved that the Board of Trustees approve to change the Meeting of the Whole (Planning) Meeting date from Sept 10, 2024 to Sept 11, 2024.

*Carried*

### **F.5 Professional Development**

23-250 Trustee Charchun moved that the board of trustees approve a carryover of \$3250 personal PD dollars to pay for Trustee Charchun tuition in the ASBA Trustee Governance Program in the fall of 2024, in addition to the eligible \$2000 personal PD rollover for the 2024/2025 school year.

Amendment

23-250 Trustee Poytress moved to change the amount \$3250 to \$2000.

*Carried*

Amended

23-250 Trustee Charchun moved that the board of trustees approve a carryover of \$2000 personal PD dollars to pay for Trustee Charchun tuition in the ASBA Trustee Governance Program in the fall of 2024, in addition to the eligible \$2000 personal PD rollover for the 2024/2025 school year.

*Carried*

### **F. 6 NOM from Organizational Meeting**

23-251 Trustee Gimber moved that ASBA Zone 6 representation the representative or alternate attend the meetings.

Amendment

23-251 Trustee Poytress moved to add will be remunerated for attending the zone 6 meetings.

*Carried*

Amended

23-251

Trustee Gimber moved that only the ASBA Zone 6 representative or alternate will be remunerated for attending the meetings.

*Carried*

Amendment

23-251

Trustee Poytress moved to add as well as Trustees who hold ASBA Zone 6 positions.

*Trustee Poytress called the question*

*Defeated*

**G. Discussion/Information Items**

**G.1 Nanton Update** as per Emergent Changes - postponed until Sept Meeting

**G.2 Annual Work List**

The Chair has attached the Annual Work List for information only. If you have any recommendations, please submit by email to the Chair and Vice Chair for review and approval at the September 2024 Board meeting.

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

- 1) Presentation
- 2) Quarterly Financial Statement
- 3) Evaluations
- 4) Board operations review
- 5) Organizational meeting – all time sheets are on line
- 6) link to the summer message

**I. Press Release Items from Today's Meeting – none required**

- 1)
- 2)
- 3)

**J. In- Camera**

**J.1 In-Camera Items - Land, Labour**

23-252

Trustee Toone move that the Board of Trustees go in-camera at 1402 hours.

*Carried*

23-253

Trustee Charchun moved that the Board of Trustees revert the meeting back to the regular board meeting at 1800 hours.

*Carried*

**Adjournment**

23-254

Trustee Charchun moved that the Board of Trustees vote in favour of the meeting being adjourned at 1800 hours.

*Carried*

\_\_\_\_\_  
*Chairperson*

\_\_\_\_\_  
*Secretary-Treasurer*