

## Livingstone Range School Division Minutes of the Board of Trustees

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The Regular Board Meeting of Livingstone Range School Division was held on November 26, 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, Greg Long, Brad Toone, Clara Yagos, Lacey Poytress, Carla Gimber, Kathy Charchun and Brad Toone

Attendance: Darryl Seguin, Superintendent  
Richard Feller, Associate Superintendent, Human & Learning Services  
Jeff Perry, Associate Superintendent, Business Services  
Chad Kuzyk, Associate Superintendent, Programs & Innovation  
Nikki Lytwyn, Executive Assistant  
Julia Mathis, ATA Vice President

**A. Chair called to Order at 0909 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 October 22, 2024 Regular 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 2024-25**

**B.4 Chair Monthly 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 Information**

*Remove Item B.8 Professional Learning; add as Item F.6 - Personal PD ASBA Professional Learning Series and add as Item F.7 - attending Rural Caucus - Trustee Charchun*

24-133 Trustee Yagos moved that the November 26, 2024 Consent Agenda be approved by the Board of Trustees as amended.

*Carried*

**C. Emergent Changes to the Agenda**

24-134 Trustee Long moved that the November 26, 2024 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

**D. Declaration of Conflict of Interest**

24-135

The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the November 26, 2024 Board Meeting and if so should declare them.

*None-Declared*

*Rick Visser, Transportation Coordinator and Michelle Hedley, Admin. Assistant, Transportation & LRSD Pursuits entered at 0910 hours.*

**E. Presentations**

**E.1 Transportation**

Rick Visser, Transportation Coordinator and Michelle Hedley, Admin. Assistant, Transportation & LRSD Pursuits provided an update to the Board of Trustees regarding transportation throughout the division.

*Rick Visser, Transportation Coordinator and Michelle Hedley, Admin. Assistant, Transportation & LRSD Pursuits exited at 0938 hours.*

*Lisa Furukawa, Director of Learning (Support Services) and Leanne Feller, Early Learning/Inclusive Learning Coach entered meeting at 0940 hours.*

*Holly Stewart, Clinical Team Lead entered meeting at 0950 hours.*

**E.2 Alberta Education Assurance Measures Results**

Lisa Furukawa, Director of Learning (Support Services), Leanne Feller, Early Learning/Inclusive Learning Coach and Richard Feller, Deputy Superintendent, Human & Learning Services discussed the Fall 2024 Alberta Education Assurance Measures Results for Livingstone Range School Division.

*Lisa Furukawa, Director of Learning (Support Services) and Leanne Feller, Early Learning/Inclusive Learning Coach exited meeting at 1016 hours.*

**E.3 Mental Health/Counselling**

Holly Stewart, Clinical Team Lead provided an update to the Board regarding Student Wellness throughout the Livingstone Range School Division.

*Holly Stewart, Clinical Team Lead exited meeting at 1040 hours.*

*Greg Gorzitza, Coordinator of Facilities entered meeting at 1000 hours.*

**F. Action Items**

## **F.1 IMR Results & Plan**

- 24-136 Trustee Yagos moved that the Board of Trustees approve the 2024-2025 Infrastructure Maintenance and Renewal Expenditure Plan as presented.  
*Carried*

*Richard Feller, Deputy Superintendent, Human & Learning Services exited meeting at 1044 hours.*

*Lacey Poytress, Trustee exited meeting at 1048 hours and reentered at 1049 hours.*

*Greg Gorzitza, Coordinator of Facilities exited meeting at 1049 hours.*

*Health Break called by the Chair at 1059 hours.*

*Chair called meeting back to order at 1108 hours.*

*Carla Gimber, Trustee exited meeting at 1110 hours.*

*Jordan Gunderson, Director of Finance, entered meeting at 1110 hours.*

## **F.2 Annual Education Results Report**

- 24-137 Trustee Poytress moved that the Board of Trustees approve the 2023-2024 Annual Education Results Report for the Livingstone Range School Division.  
*Carried*

## **F.3 Audited Financial Statements: re: Period Ended Aug. 31, '24**

- 24-138 Trustee Hodges moved that the Board of Trustees approve the Audited Financial Statements for Livingstone Range School Division for the period ended August 31, 2024.  
*Carried*

*Jordan Gunderson, Director of Finance exited meeting at 1200 hours.*

*Carla Gimber, Trustee entered meeting at 1202 hours.*

## **F.4 Board/CEO Evaluations**

- 24-139 Trustee Charchun moved that the Board of Trustees direct the Board Chair to contact Chris Smeaton to secure a date for the evaluations.  
*Carried*

## **F.5 Board Policy 24**

- 24-140 Trustee Poytress moved that the Board of Trustees approve the second reading of Board Policy 24 – Personal Mobile Devices and Social Media In Schools as presented.  
*Carried*

24-141 Trustee Toone moved that the Board of Trustees approve the third and final reading of Board Policy 24 – Personal Mobile Devices and Social Media In Schools as presented.

*Carried*

**F.6 ASBA Professional Learning Series - Personal PD Dollars**

24-142 Trustee Charchun moved that the Board of Trustees approve the use of Trustee Charchun Personal PD dollars for ASBA Series that may include:

1. 2025 Municipal Election Series
2. Future Ready Trustee – Focus on AI Series
3. Turning Knowledge into Wisdom
4. Legislative Landscape Series

*Carried*

**F.7 Rural Caucus Attendance – Personal PD Dollars**

24-143 Trustee Charchun moved that the Board of Trustees approve the use of Trustee Charchun Person PD Dollars for the Rural Caucus attendance on November 17, 2024.

*Carried*

24-144 Trustee Poytress moved to postpone this motion until after lunch to gain more information.

*Carried*

*Chair called a lunch break at 1213 hours.*

*Chair called meeting back to order at 1301 hours.*

Item F.7 motion opened back up for discussion.

**G. Discussion/Information Items**

**G.1 Nanton Update**

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

**G.2 Election Bylaws**

In preparation for the 2025 School Board Elections, the Board will consider bylaws for the following reasons:

1. Establish additional nomination locations - Section 28 (1.1) LAEA
2. Requirement for candidates to obtain a criminal record check - The Municipal Affairs Statutes Amendment Act (formerly Bill 20), came into force on October 31, 2024. The act amends the Local Authorities Election Act, which establishes the framework for the conduct of elections in

Alberta School Divisions. As part of the amendments school divisions are able to consider whether they will require criminal record checks for local candidates.

Motion Arising  
from Business  
24-145

Trustee Toone moved that the Board of Trustees approve the first reading of by-law no. 2024-1.

*Carried Unanimously*

24-146

Trustee Gimber moved that the Board of Trustees approve the second reading of by-law no. 2024-1.

*Carried Unanimously*

24-147

Trustee Yagos moved that the Board of Trustees has unanimous consent to approve the third and final reading of by-law no. 2024-1.

*Carried*

24-148

Trustee Charchun moved that the Board of Trustees approve the third and final reading of by-law no. 2024-1.

*Carried Unanimously*

Motion Arising  
from Business  
24-149

Trustee Toone moved that the Board of Trustees approve the first reading of by-law no. 2024-2.

*Recorded Vote requested by Trustee Toone*

*In favor: Trustee Charchun, Long, Poytress, Toone, Hodges, Gimber*

*Opposed: Trustee Yagos*

*Carried*

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

- 1) All Presentations
- 2) 2024-2 By-Law – First Reading
- 3) Board Policy 24 – Final Reading
- 4) Audit Financial Statement
- 5) AERR

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

- 1) 2024-2 By-Law – First Reading
- 2) PEAKS

**Lunch**

**J. In- Camera**

**J.1 In-Camera Items**

Land, Labour

24-150 Trustee Poytress moved that the Board of Trustees go in-camera at 1355 hours.

*Carried*

24-151 Trustee Poytress moved that the Board of Trustees revert the meeting back to the regular board meeting at 1652 hours.

*Carried*

**K. Adjournment**

24-152 Trustee Yagos moved that the Board of Trustees vote in favour of the meeting being adjourned at 1653 hours.

*Carried*

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*Chairperson*

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*Secretary-Treasurer*