

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on January 28, 2025 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, Carla Gimber and Kathy Charchun

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

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 17, 2024 Regular Board Meeting and January 14, 2025 Special 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 2024-25

B.4 Chair Monthly Report

B.5 Superintendent Monthly Report

B.6 Associate Superintendent Monthly Report

B.7 Committee Efficiencies Report(s)

B.8 Professional Learning

B.9 Board Policies 13, 14 and 17

B.10 Nanton Update

Remove item B.8 Professional Learning, report and new motion and add as item F.4 - Trustee(s) Charchun/Yagos

24-171 Trustee Yagos moved that the January 28, 2025 Consent Agenda be approved by the Board of Trustees as amended.

Carried

C. Emergent Changes to the Agenda

24-172 Trustee Long moved that the January 28, 2025 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

D. Declaration of Conflict of Interest

24-173 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the January 28, 2025 Board Meeting and if so should declare them.

None – Declared

Jason Clifton and Griffin Contini – Placed-Based Learning entered meeting at 0910 hours.

E. Presentations

Presentations can be viewed on the [Board of Trustees January 28, 2025 Regular Board Meeting](#) YouTube video. (Presentations begin at 5:43) or see our [LRSD Board Key Messages](#) for an overview.

E.1 Nutrition and Health Update

Chad Kuzyk, Associate Superintendent, Programs and Innovation , provided an update on the Nutrition and Health supports in the Livingstone Range School Division.

E.2 Place-Based Learning

Chad Kuzyk, Associate Superintendent, Programs and Innovation and Jason Clifton, Place-Based Learning Supervisor, provided an update on Place-Based Learning throughout the Livingstone Range School Division.

Jason Clifton and Griffin Contini – Placed-Based Learning exited meeting at 0955 hours

F. Action Items

F.1 Attendance at the CASS First Nation, Métis, and Inuit Gathering

24-174 Trustee Poytress moved that the Board of Trustees direct the Elders Consultant Council Committee Trustees to attend the CASS First Nation, Métis, and Inuit (FNMI) Gathering as representatives of the Board.

Carried

Amendment

24-174 Trustee Gimber moved to add – “the registration fee, one hotel room and km’s will be covered”

Defeated

Discussion ensued

Trustee Poytress called the question.

Jeff Perry, Associate Superintendent exited meeting at 1020 hours.

Richard Feller, Deputy Superintendent entered meeting at 1023 hours.

*Jeff Perry, Associate Superintendent re-entered meeting at 1025 hours.
Chair called a health break at 1033 hours.
Chair called meeting back to order at 1042 hours.
Chad Kuzyk, Associate Superintendent exited meeting at 1044 hours.
Chad Kuzyk, Associate Superintendent reentered meeting at 1052 hours.*

F.2 ASBA Zone 6 AGM and Monthly Meetings

- 24-175 Trustee Gimber moved that the board recommends, given the evolving nature of the AGM and Budget meetings, and the valuable professional development offered during the regular monthly meetings, that:
- the ASBA Zone 6 Representative be remunerated for attending all Zone 6 meetings in person or virtually;
 - all Trustees be remunerated for attending the ASBA Zone 6 AGM and ASBA Zone 6 Budget meetings in person or virtually
 - all Trustees be remunerated for attending the ASBA Zone 6 monthly meetings virtually. If they choose to attend in person, travel expenses will not be covered.

Amendment

- 24-175 Trustee Toone moved to separate the last two bullets (only the 2nd and 3rd)

Carried

Amended

- 24-175 Trustee Gimber moved that the Board approve that all Trustees be remunerated for attending the ASBA Zone 6 AGM and ASBA Zone 6 Budget meetings in person or virtually.

Carried

- 24-176 Trustee Gimber moved that the Board approve that all Trustees be remunerated for attending the ASBA Zone 6 monthly meetings virtually. If they choose to attend in person, travel expenses will not be covered.

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

Carried

Trustee Poytress assumed chair position at 1108 hours.

F.3 Professional Development Funds

- 24-177 Trustee Hodges moved that the Board approve the reallocation of unused Professional Development (PD) funds from this term or Trustees who do not intend to use their full allocation, to support other Trustees in covering expenses for attending The Alberta Rural Education Symposium.

Defeated

*Jordan Gunderson, Director of Finance entered meeting at 1120 hours.
Trustee Hodges resumed chair position at 1121 hours.
Karly Bond, Coordinator of Communications, entered meeting at 1130 hours.*

**Added from
the Consent**

Agenda F.4 Professional Learning

24-178 Trustee Charchun moved that the Board approve all Trustees attend the ASBA Jan 30th & Feb 6th sessions.

Carried

24-179 Trustee Toone moved that the Board approve all Trustees to use personal PD to attend the ASBA sessions both on line and in person for the remainder of the 2025 school year.

Amendment

24-179 Trustee Poytress moved to amend and add in person (.) remove for the remainder of the 2025 school year.

Carried

Amended

24-179 Trustee Toone moved that the Board approve all Trustees to use personal PD to attend the ASBA sessions both on line and in person.

Carried

24-180 Trustee Yagos moved that the Board approve Trustee Yagos be reimbursed for the Jan 23 AB Ed Gender Policy Legislation session. (personal PD)

Carried

24-181 Chair moved to suspend the rules of order and move item G.1 until after lunch and move on to item(s) G.2, G.3, G.4 & G.5 – Chair Hodges

Carried

*Jordan Gunderson, Director of Finance exited meeting at 1141 hours.
Karly Bond, Coordinator of Communications, exited meeting at 1208 hours.*

G.1 4-Day School Week

In response to the April 22, 2024 board motion #23-202 *“Trustee Poytress moved that the Board of Trustees approve the 4-Day School Week: Developing Project Scope & Engagement Objective Plan as presented.”*, Mrs. Karly Bond, Coordinator of Communications, Culture & Engagement reported back to the board of trustees.

G.2 Jordan’s Principle

In response to the December 17, 2024 board motion, “That the Board of Trustees approve receiving a report at the January Board meeting of the outstanding cost, if any of the unapproved Jordan’s Principle funded staff.” Jeff

Perry, Associate Superintendent, Business Services, discussed the unapproved Jordan's Principle funded staff information.

G.3 Purchase of Transportation Shop/Building

Jeff Perry, Associate Superintendent, Business Services updated the Board of Trustees regarding the recent purchase of the transportation shop/building.

G.4 Facilities Updates (PEAKS/Nanton Schools)

Jeff Perry, Associate Superintendent, Business Services presented updated information regarding PEAKS and the Nanton Schools.

G.5 Budget Review Process

Enclosed with the agenda is a copy of the proposed budget calendar related to the 2025-2026 School Year Budget. Jeff Perry, Associate Superintendent, Business Services used the budget calendar and provided a review of the division's budget process for the Trustees.

Chair called a break for lunch at 1208 hours.

Chair called meeting back to order at 1239 hours to return to item G.1

Karly Bond, Coordinator of Communications entered meeting at 1235 hours.

Jordan Gunderson, Director of Finance entered meeting at 1244 hours.

Rick Visser, Transportation Coordinator entered meeting at 1350 hours.

Jordan Gunderson exited meeting at 1445 hours.

Rick Visser, Transportation Coordinator exited meeting at 1454 hours.

Chair called a health break called at 1500 hours.

Chair called the meeting back to order at 1509 hours

Karly Bond, coordinator of Communications exited meeting at 1536 hours.

Motions Arising from business

24-182

Trustee Toone moved that the board of trustees vote at the February board meeting on approval of moving forward with a 4 day week in two separate motions, one for colony schools and another for all other schools.

Carried

24-183

Trustee Toone moved that the Superintendent prepare and present a recommendation to the Board at the February meeting, comparing the feasibility, benefits, and challenges of implementing a four-day school week starting in September 2025 versus September 2026.

The recommendation should include, but not be limited to, the following considerations:

1. Impact on student learning outcomes,

2. Financial implications,
3. Staff and community feedback
4. Logistical requirements, staff workload, and time needed for potential partnerships.
5. Alignment with the division's strategic goals
6. Risks and benefits of the timelines.

The recommendation should also provide a clear rationale for which start date, if either, is most advantageous for the division.

Amendment
24-183

Trustee Poytress moved that the Superintendent prepare a recommendation to the Board at the February meeting discussing the feasibility of implementing a 4 day school week starting in Sept 2025 vs Sept 2026.

Carried

Amended
24-183

Trustee Toone moved that the Superintendent prepare a recommendation to the Board at the February meeting discussing the feasibility of implementing a 4 day school week starting in Sept 2025 vs Sept 2026.

Trustee Charchun requested a recorded vote:

For: Toone, Gimber, Yagos, Hodges

Against: Charchun, Long, Poytress

Carried

NOM

Trustee Toone made a Notice of Motion for the February 25, 2025 Board meeting. Recommendation that the Livingston Range conducts a comprehensive transportation review prior to implementing any changes to bus routes, attendance areas, or transportation services resulting from the adoption of a four-day school week or any other significant operational changes.

24-184

Chair moved to move to Item I Key Messages out of order and discuss before the in camera session.

Carried

H. In-Camera

H.1 In-Camera Items

24-185

Trustee Poytress moved that the Board of Trustees go in-camera at 1614 hours.

Carried

24-186

Trustee Toone moved that the Board of Trustees revert the meeting back to the regular board meeting at 1744 hours.

Carried

I. Key Messages from Today's Meeting

- 1) Presentation (s)
- 2) Public Viewing our discussion re: 4 day school week – website notification
- 3) Transportation shop/building
- 4) Facilities Updates

J. Press Release Items from Today's Meeting

- 1) None Needed
- 2)
- 3)

K. Adjournment

24-187

Trustee Yagos moved that the Board of Trustees vote in favour of the meeting being adjourned at 1745 hours.

Carried

Chairperson

Secretary-Treasurer