

REGULAR BOARD MEETING

Date: March 25, 2025

Time: 9:00 am

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

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

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

The purpose of the board meetings is to allow the Board to carry out its mandate; the meetings are not public forums.

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

9:00	A. Call to Order	<i>Chair</i>
9:01	A.1 Acknowledgement of Land	<i>C. Yagos</i>
9:03	A.2 O Canada	

Consent Agenda

9:05	B. Consent Agenda	<i>Chair</i>
	B.1 Approval of Minutes	
	If there are no errors or omissions in the minutes of the February 17 & 24, 2025 Special Meeting Minutes and the February 25, 2025 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 2024-25	
	B.4 Chair Monthly Report	

Every student, every day.

- 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 (8, 19, 20 & 22)**
- B.10 Alberta Rural Education Symposium Reports**

Recommendation:

That the March 25, 2025 Consent Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: _____

Emergent Changes to the Agenda

- 9:10 **C. Emergent Changes to the Agenda** *Chair*

Recommendation:

That the March 25, 2025 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: _____

Declaration of Conflict of Interest

- 9:12 **D. Declaration of Conflict of Interest** *Chair*

Recommendation:

That the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the March 25, 2025 Board Meeting and if so should declare them.

Declared: _____

Presentations

E. Presentations

- 9:15 **E.1 Southern Alberta Collegiate Institute (SACI) Update** *Jason Kupery/ Joelle Reynolds*

Jason Kupery, Director of Learning, Palliser School Division and Joelle Reynolds, Director, Youth Initiatives, Lethbridge Polytechnic will update the Board of Trustees regarding the Southern Alberta Collegiate Institute (SACI).

- 9:35 **E.2 Occupational Health and Safety (OH&S)** *(enclosure E.2) L. Stocker*

Laura Stocker, Health & Safety Coordinator, will provide an update on Health and Safety throughout the Livingstone Range School Division.

9:55 **E.3 LRSD Pursuits** *(enclosure E.3)* *T. Tanner*

Tara Tanner, Division Principal, will provide an update on Pursuits programming in the Livingstone Range School Division.

Action Items

F. Action Items

10:00 **F.1 Third-Party Assessment for Capital Plan Prioritization** *L. Poytress*

It has been over 20 years since Canyon, Matthew Halton, and Livingstone schools were last assessed and prioritized on the capital plan list. With the Nanton community solution now moving into its building phase, it is essential to begin advocating for our next major project. To ensure informed decision-making and effective community engagement, we need a clear understanding of the building needs and challenges of all three schools.

Recommendation:

That the Board of Trustees engage a third-party consultant to assess the current state and future needs of Canyon, Matthew Halton, and Livingstone schools. This assessment will provide an objective analysis to determine which school should be prioritized first on the capital plan list.

Moved by: _____

10:15 **F.2 Trustee Budget Report** *C. Yagos*

At the February 25, 2025 LRSD Board meeting the Board of Trustees voted unanimously "that Administration prepares a comprehensive report comparing our organizational budget and what is spent on each department and staffing area including central office and school board trustees". At the March 11, 2025 Meeting of the Whole, the Trustee Budget report was presented.

Recommendation:

The Board of Trustees recommends that the 2024 and 2025 Trustee Budget Report as presented by Jeff Perry and Jordan Gunderson be posted on the Livingstone Range School Division Website for transparency and accountability to the public.

Moved by: _____

10:30 **F.3 Livingstone Range School Division Three Year Capital Plan and Ten Year Facilities Plan** (enclosure F.3) J. Perry

The Alberta School Capital Manual requires Boards to submit annually a revised 3 Year Capital Plan to Alberta Education as part of their Capital Planning Process. This submission must be submitted by April 1 of each school year. Provided is the recommended priorities for the Board of Trustees to consider. The 10 Year Facilities Plan is provided for information only as this does not need to be submitted to Alberta Education unless requested. Mr. Jeff Perry will provide some insight as to the recommendation presented.

Recommendation:

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, 2025.

Moved by: _____

10:45 **F.4 2025-2026 Instructional Funding Allocation** (enclosure F.4) J. Perry

The Instructional Funding Allocation Formula is the way in which divisional resources are allocated out to schools, departments and initiatives. The proposed formula was discussed with Senior Management and will be shared with School Administration at an Admin Council meeting. Mr. Jeff Perry, Associate Superintendent, Business Services, will share with the board a summary of the proposed formula.

Recommendation:

That the Board of Trustees approve the Instructional Funding Allocation Formula as presented for the 2025-2026 school year.

Moved by: _____

11:00 **F.5 Quarterly Financial Report** (enclosure F.5) L. Hodges

The Audit Committee met with the LRSD Finance Team on March 14th and reviewed the 2nd Quarterly Report ending February 29, 2025. The Audit Committee will provide a summary of their review process and key findings for the 2nd Quarter.

Recommendation:

The Audit Committee recommends that the Board of Trustees approve the Quarterly Financial Report as presented.

Moved by: _____

11:20 **F.6 Capital and Facilities Plans Approved by the Board of Trustees** C. Yagos

The following was posted on the Livingstone School Division website. This 3-Year Capital Plan was sent to Alberta Education on April 1, 2024. Livingstone School has been a

priority project since Nanton was approved for construction by Alberta Education and Alberta Infrastructure:

Capital and Facilities Plans Approved by Board of Trustees

Posted on **Mar 27, 2024**

Livingstone Range School Division Board of Trustees have approved the next 3-Year Capital Plan and 10-Year Facilities Plan. Livingstone School in Lundbreck is our next priority project. We are seeking Pre-Planning and Planning Funding from the provincial government to determine options for this school.

The original Livingstone School was built in 1902 with additions in 1959, 1968, and a modernization in 1992, along with the removal of the original building. Currently, there are 256 Kindergarten to Grade 12 students at the school which is also home to the Livingstone Ski Academy. For the 2024-2025 school year, a projected 258 students will be enrolled.

We will seek to identify the best value option for the community of Lundbreck and surrounding area through community stakeholder engagement and potential partnerships. We anticipate beginning these conversations in the fall of 2024.

As of yet, there has not been any movement toward Pre-Planning through community engagement within the community served by Livingstone School. As stated, Livingstone School was last renovated in 1992 and increased enrollment with capacity well above 80% indicates the need for renovation.

Recommendation:

The Board of Trustees recommends that Pre-Planning begins through a community engagement session for Livingstone School modernization by the middle of May, 2025.

Moved by: _____

Discussion/Information Items - Not needed at this time

11:35 Lunch

In-Camera

12:00 **H. In-Camera**

**H.1 In-Camera Items
Labour**

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: _____

Key Messages

- 3:20 **H. Key Messages from Today's Meeting**
- 1) Presentation (s)
 - 2)
 - 3)

Potential Press Release Items

- 3:25 **I. Press Release Items from Today's Meeting**
- 1)
 - 2)
 - 3)

Adjournment

- 3:30 **K. Adjournment**

Recommendation:

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

Moved by: _____