

## 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 February 25, 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  
Ron Gillespie, President ATA

**A. Chair called the meeting to order at 0902 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 January 28, 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**

**B.5 Superintendent Monthly Report**

**B.6 Associate Superintendent Monthly Report**

**B.7 Committee Report(s)**

**B.8 Professional Learning**

**B.9 Board Policies (6,7,18 & 23)**

*Trustee Yagos removed item Board Policy 23 and added as Item F.3*

24-207 Trustee Long moved that the February 25, 2025 Consent Agenda be approved by the Board of Trustees as amended.

*Carried*

**C. Emergent Changes to the Agenda**

*Trustee Gimber asked to change the order of the agenda and have item F.2, recommendation #2 prior to recommendation #1.*

- 24-208 Trustee Yagos moved that the February 25, 2025 Regular Board Meeting Agenda be approved by the Board of Trustees as amended. *Carried*
- D. Declaration of Conflict of Interest**
- 24-209 The Chair asked that the Board of Trustees declare if they have any conflicts of interest relating to agenda items from the February 25, 2025 Board Meeting and if so should declare them. *None-Declared*
- E. Discussion/Information Items**
- E.1 Projected Enrolment 2025-2026**
- Jeff Perry, Associate Superintendent, Business Services reviewed the projected enrolment numbers, the process for gathering the projections and any relevant trends for the 2025-2026 School Year.
- Karly Bond, coordinator of Communications, entered meeting at 0932 hours  
Richard Feller, Deputy Superintendent, exited meeting at 0941 hours and reentered at 0946 hours.*
- E.2 4-Day School Week Implementation 2025 vs 2026**
- Darryl Seguin, Superintendent, presented information on the feasibility of a 2025 versus a 2026 4-day school week implementation.
- F. Action Items**
- F.1 Notice of Motion**
- 24-210 Trustee Toone moved that the Board of Trustees approve that the Livingstone Range conduct 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.
- Amendment  
24-210 Trustee Poytress moved to amend the motion and add "before the end of the 2025-2026 school year." and remove "any other significant operational changes".
- Amendment to  
the Amendment  
24-210 Trustee Long moved to remove "or" and add ", " and add " completed by the end of the 2025-2026 school year". *Carried*
- Amended  
24-210 Trustee Toone moved that the Board of Trustees approve that the Livingstone Range conduct 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, any other significant operational changes completed by the end of the 2025-2026 school year.

Amendment  
24-210

Trustee Toone moved to amend the motion to remove the word “completed”.

Amendment to  
the Amendment  
24-210

Trustee Poytress moved to amend the amendment and also add “of any impacted areas”.

*Carried*

Amended  
24-210

Trustee Toone moved that the Board of Trustees approve that the Livingstone Range conduct a comprehensive transportation review of any impacted areas prior to implementing any changes to bus routes, attendance areas, or transportation services resulting from the adoption of a four-day school week, any other significant operational changes by the end of the 2025-2026 school year.

*Carried*

*Chair called a health break at 1005 hours.*

*Chair called meeting back to order at 1016 hours*

24-211

Trustee Gimber moved that the Board of Trustees go in camera at 1016 hours.

*Carried*

24-212

Trustee Poytress moved that the board of trustees revert back to the regular meeting at 1034 hours

*Carried*

*Chair Hodges requested to be recused at 1036 hours.*

*Mr. Jeff Perry, Associate Superintendent assumed chair position at 1036 hours.*

## **F.2 4-Day School Week**

*Order Change from Emergent Changes*

24-213

Trustee Charchun moved that the Board of Trustees approve the implementation of a 4-day school week for all the colony schools within our division, to begin at the start of the 2025-2026 school year.

Amendment  
24-213

Trustee Gimber moved to amend the motion and change the 2025-2026 to “2026-2027” school year.

*Carried*

Amended  
24-213

Trustee Charchun moved that the Board of Trustees approve the

implementation of a 4-day school week for all the colony schools within our division, to begin at the start of the 2026-2027 school year.

*Trustee Yagos requested a recorded vote:*

*For: None*

*Against: Unanimous (Charchun, Long, Poytress, Hodges, Toone, Yagos, Gimber)*

***Defeated***

24-214 Trustee Poytress moved that the Board of Trustees approve the implementation of a 4-day school week, for all schools within our division, except the colony schools, to begin at the start of the 2025-2026 school year.

Amendment

24-214 Trustee Toone moved to amend the motion and change the 2025-2026 to "2026-2027" school year.

***Carried***

Amended

24-214 Trustee Poytress moved that the Board of Trustees approve the implementation of a 4-day school week, for all schools within our division, except the colony schools, to begin at the start of the 2026-2027 school year.

*Trustee Long requested a recorded vote:*

*For: None*

*Against: Unanimous (Charchun, Long, Poytress, Hodges, Toone, Yagos, Gimber)*

***Defeated***

*Jeff Perry, Associate Superintendent, turned the Chair position back to Trustee Hodges at 1149 hours.*

24-215 Trustee Toone moved to add a motion arising from business to the agenda as item F.6.

***Carried***

*Chair called a lunch break at 1155 hours.*

*Karly Bond, Coordinator of Communications, exited meeting at 1155 hours.*

*Chair Called back to order at 1246 hours.*

21-216 Out of schedule – move item F.3 that was added from the consent agenda removal from this agenda to F.5 as it was originally mis-labeled.

***Carried***

### **F.3 2025-2026 School Calendar**

21-217 Trustee Yagos moved that the Board of Trustees approve the 2025-2026 school year calendar as presented.

Amendment

21-217 Chair Hodges moved to add “without the November break”

*Carried*

Amended

21-217 Trustee Yagos moved that the Board of Trustees approve the 2025-2026 school year calendar as presented without the November break.

*Carried*

*Jeff Perry, Associate Superintendent entered meeting at 1257 hours.*

#### **F.4 Locally Developed Course Renewals**

21-218 Trustee Poytress moved that the Board of Trustees confirm for Alberta Education, for the 2024-2025 and the 2025-2026 school years, that its delegation of authority to the Superintendent under Board Policy 12 and Section 52 of the Education Act applies to the approval of Locally Developed Courses submitted to Alberta Education.

*Carried*

Item Added from  
the Consent Agenda

#### **F.5 Board Policy 23**

24-219 Trustee Yagos moved to change number 4 & 5 under Protocols regarding the “communication established”.

Retracted

24-219 Trustee Yagos retracted motion number 24-215.

24-220 Trustee Yagos moved that the Board of Trustees approve BP 23 as amended.

*Carried*

Motion Arising

24-221 Trustee Toone moved that Administration prepares a comprehensive report comparing our organizational budget and what is spent on each department and staffing area including central office with those of similar-sized school divisions, taking into account student enrollment numbers and geographic considerations. The report should be completed and presented to the Board prior to the upcoming budget approval to facilitate informed decision-making.

Amendment

24-221 Trustee Charchun moved to amend the motion and add “and school board trustees, where possible,” after central office.

*Carried*

Amended

24-221 Trustee Toone moved 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, where possible, with those of similar-sized school divisions, taking into account

student enrollment numbers and geographic considerations. The report should be completed and presented to the Board prior to the upcoming budget approval to facilitate informed decision-making.

*Trustee Charchun requested a recorded vote:*

*For: Unanimous (Charchun, Long, Poytress, Hodges, Toone, Yagos, Gimber)*

*Against: None*

*Carried*

**G. In-Camera**

**G.1 In-Camera Items**

24-222 Trustee Yagos moved that the Board of Trustees go in-camera at 1342 hours.

*Carried*

24-223 Trustee Poytress moved that the Board of Trustees revert the meeting back to the regular board meeting at 1528 hours.

*Carried*

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

- 1) 4 day School Week
- 2) Projected Enrolment 2025-2026
- 3) 2025-2026 School Calendar
- 4) Upcoming Financial Reporting

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

- 1) 4 day school week

**J. Adjournment**

24-224 Trustee Charchun moved that the Board of Trustees vote in favour of the meeting being adjourned at 1528 hours.

*Carried*

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*Chairperson*

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*Secretary-Treasurer*