



REGULAR BOARD MEETING

Date: April 29, 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>G. Long</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 March 25, 2025 Regular Board Meeting and the April 8, 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	

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

Recommendation:

That the April 29, 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 April 29, 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 April 29, 2025 Board Meeting and if so should declare them.

Declared: _____

Presentations

E. Presentations

- 9:15 E.1 FACES *(enclosure E.1)* *J. Gunderson*

Mr. Jordan Gunderson - Director of Finance will provide the Board of Trustees with an overview of 2023-2025 FACES registration process and sessions.

- 9:35 E. 2 Southwest Skills Competition *(enclosure E.2)* *C. Kuzyk*

Mr. Chad Kuzyk--Associate Superintendent (Programs and Innovation) will provide the Board with an update on LRSD students for the recently completed Southwest skills competition.

9:55 **E.3 Inclusive Education** *(enclosure E.3)* *L. Furukawa*

Lisa Furukawa, Director of Learning (Support Services), will provide the Board with an update of the work being accomplished throughout the division.

10:15 **E.4 Livingstone Leaders** *A. Fisher*

Teacher Advisor- Alysa Fisher will present to the Board of Trustees regarding Livingstone Leaders - Every Student Can Make a Difference Every Day. Reflecting on the year and sharing their successes, challenges, growth and looking towards the future and how they want to do more.

Action Items

F. Action Items

10:35 **F.1 Duration of Meetings** *C. Gimber*

With expenses outpacing revenue, these are times where budget restraint and fiscal responsibility are priorities for the board. It is equally important however that the Board's work be completed in a timely manner. The beginning and ending times of meetings, and the time allotted on an agenda, should be adhered to whenever possible for maximum board efficiency and effectiveness. Further, this allows Trustees to schedule other meetings without concern for missing important conversations.

Recommendation:

The Board of Trustees recommends all Planning Meetings (Meeting of the Whole) and Regular Board Meetings be scheduled for no more than 8 hours per day. In an instance where the board work appears to require additional time, all Trustees in attendance must agree to adding extra agenda time and then stay for the extra time. Alternatively, another meeting, for another day, shall be scheduled.

Moved by _____

10:50 **F.2 Board & Vice-Chair Term of Service** *C. Gimber*

The role of Board Chair and Vice Chair for Livingstone Range School Division is important. These roles are the face and voice of the Board. There are responsibilities for those Trustees over and above the regular commitments that command additional time and energy. The current LRSD Board Policy is for the Board Chair and Vice Chair to be voted in at the Organizational meeting for a term of two years.

The work of the board should be spread out across all the board members. This should include the roles of chair/vice chair and positions on committees. Acknowledging that consistency is as important as sharing the work, in an ideal world, there would never be both a new chair and new vice chair at the same time. Equally as important is acknowledging not everyone has a desire to be a board chair or vice chair and the latter would therefore be difficult to place in policy.

Recommendation:

The Board recommends, beginning in the 2025/2026 school year, at each Organizational meeting, the Board Chair and Vice Chair shall be selected by election.

Moved by _____

11:10 **F.3 Summer Board Meeting** *Chair*

The Board of Trustees will discuss the need for a Meeting of the Whole meeting during the summer months.

Recommendation:

That the Board of Trustees approve scheduling a Meeting of the Whole Meeting on Tues. Aug. 5, 2025 10-12 noon in person (Division office).

Moved by _____

11:20 **F.4 International Student Travel** *(enclosure F.4)* *D. Seguin*

As per LRSD Administrative Procedure 259 Off Campus Activities international student travel (Category IV) is limited to grade 7-12 students. Trips shall have educational goals which align with the provincial program of studies. Supervision involving adult/student ratios are 4:1 for gr. 7-9 and 5:1 for gr. 10-12. All trips shall be planned to maximize student safety. Most international student travel happens over the Spring Break. Student exchanges can happen at any time throughout the school year impacting students missing days of school.

Recommendation:

That the Board of Trustees restrict student travel for educational purposes within Canada.

Moved by _____

11:35 **F.5 Third-Party Assessment for Capital Plan Prioritization** *L. Poytress*

In response to the March 25, 2025 motion #24-231 to postpone this question until the April 29, 2025 regular board meeting. The Board of Trustees will discuss Third-Party Assessment for Capital Plan Prioritization.

Original information from March 25, 2025:

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: _____

11:50 **F.6 Executive Governance Committee**

B. Toone

In response to the Notice of Motion from the March 25, 2025 Board Meeting. Trustee Toone will discuss establishing an Executive Governance Committee with the Board of Trustees.

Recommendation:

That the Board of Trustees establish an Executive Governance Committee. This committee shall be responsible for overseeing governance review and evaluation matters and will include as one of its responsibilities the representation of the Board in the hiring process for Deputy Superintendent.

Moved by: _____

12:30 Lunch

In-Camera

1:00 **G. In-Camera**

G.1 In-Camera Items

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

4:50 **H. Key Messages from Today's Meeting**

- 1) Presentation (s)
- 2)
- 3)

Potential Press Release Items

4:55 **I. Press Release Items from Today's Meeting**

- 1)
- 2)

3)

Adjournment

5:00 **J. Adjournment**

Recommendation:

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

Moved by: _____