

Livingstone Range School Division Minutes of the Board of Trustees

The Regular Board Meeting of Livingstone Range School Division was held on April 29, 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) Lacey Poytress, Greg Long, Brad Toone, Clara Yagos, Carla Gimber and Kathy Charchun

Virtual Attendance: Trustee Lori Hodges

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

Mickey Dumont, Local Journalism Initiative Reporter entered meeting at 0900 hours.

A. Chair called the meeting to order at 0900 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 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

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

24-251 Trustee Long moved that the April 29, 2025 Consent Agenda be approved by the Board of Trustees as presented.

Carried

C. Emergent Changes to the Agenda

24-252 Trustee Yagos moved that the April 29, 2025 Regular Board Meeting Agenda be approved by the Board of Trustees as presented.

Carried

D. Declaration of Conflict of Interest

24-253 The Chair asked 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.

None - Declared

E. Presentations

E.1 FACES

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

E. 2 Southwest Skills Competition

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

Chair called a 5 min health break Chair called at 0923 hours.

Chair called meeting back to order at 0931 hours.

E.3 Inclusive Education

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

24-254 Chair moved to item F.1 out of order

Carried

E.4 Livingstone Leaders

Livingstone Leader Students presented to the Board of Trustees regarding the 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.

F. Action Items

F.1 Duration of Meetings

24-255 Trustee Gimber moved that 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.

Amendment 24-255	Trustee Long moved to amend the motion to add after additional time, "the majority of"	<i>Carried</i>
Amendment 24-255	Trustee Long moved to amend the motion to delete "and then stay for the extra time."	<i>Carried</i>
Amendment 24-255	Trustee Toone moved to amend the motion to add after required additional time "a special meeting be called" and remove the rest of the motion.	<i>Defeated</i>
24-256	Chair called the question.	<i>Carried</i>
Amendment 24-255	Trustee Charchun moved to amend the motion to add after Alternatively, another add "virtual" meeting.	<i>Withdrawn</i>
Amendment 24-255	Trustee Gimber moved to amend the motion to keep first line only, remove all after.	<i>Defeated</i>
Amended 24-255	Trustee Gimber moved that 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, the majority of Trustees in attendance must agree to adding extra agenda time. Alternatively, another meeting, for another day, shall be scheduled.	
24-257	Trustee Long moved to call the question.	<i>Carried</i>
	Trustee Toone requested a recorded vote Opposed: Poytress For: Toone, Charchun, Hodges, Long, Gimber, Yagos	<i>Carried</i>
	<i>Chair called a health break at 1026 hours. Chair called meeting back to order at 1030 hours.</i>	
	<i>Chair Poytress asked to be recused at 1051 hours. Jeff Perry, Associate Superintendent, Business Services assumed chair at 1051 hours.</i>	

F.2 Board & Vice-Chair Term of Service

24-258 Trustee Gimber moved that 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.

Defeated

Trustee Poytress assumed chair position at 1104 hours.

F.3 Summer Board Meeting

24-259 Trustee Hodges moved that the Board of Trustee approve scheduling a Meeting of the Whole Meeting on Tues. Aug. 5, 2025 10-12 noon in person (Division office).

Amendment

24-259 Trustee Toone moved to amend the motion and change the date to Thursday, Aug 7th, 2025

Carried

Amendment

24-259 Trustee Yagos moved to amend the motion and change in-person to Virtual.

Carried

Amendment

24-259 Trustee Toone moved to amend the motion and add "date in the month of August" and remove the rest.

Amendment
to the

Amendment

24-259 Trustee Gimber moved to make an amendment to the amendment to add "in the month of July and August"

24-260 Trustee Gimber moved to call the question.

Carried

Amended

24-259 Trustee Hodges moved that the Board of Trustees approve scheduling Meeting of the Whole meetings date in the month o July and August.

Carried

F.4 International Student

24-261 Trustee Poytress moved that the Board of Trustees restrict student travel for educational purposes within Canada.

Postponed

24-262 Trustee Long moved to postpone motion 24-231 until a future date in the fall.

Amendment

24-262 Trustee Toone moved to amend the postponed motion and change date to June Board Meeting.

Carried

Amended

24-262 Trustee Long moved to postpone motion 24-231 until the June Board Meeting.

Carried

F.5 Third-Party Assessment for Capital Plan Prioritization

24-263 Trustee Poytress moved 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.

Amendment

24-263 Trustee Hodges moved to amend the motion and add all our schools and remove schools listed.

Carried

Amendment

24-263 Trustee Toone moved to amend the motion and add at the end of the first sentence " and requested funding from the provincial government"

Carried

Amended

24-263 Trustee Poytress moved that the Board of Trustees engage a third-party consultant to assess the current state and future needs of all our schools and requested funding from the provincial government. This assessment will provide an objective analysis to determine which school should be prioritized first on the capital plan list.

24-264 Trustee Toone called the question.

Carried

Trustee Toone requested a recorded vote.

Opposed: Yagos

For: Toone, Gimber, Poytress, Long, Charchun, Hodges

Carried

F.6 Executive Governance Committee

Effective governance is crucial for the Board of Trustees. To ensure thorough review and evaluation of governance matters, a dedicated committee is needed. The creation of an Executive Governance Committee will allow for focused attention on these important issues.

Currently, the majority of governance responsibilities fall on the chair and, at times, include the vice chair. This situation lacks clear direction regarding the review process, resulting in an inefficient use of time and additional workload for these individuals. Moreover, without a defined structure for evaluation and expectations, governance practices can become inconsistent from year to year. A dedicated body would enhance efficiency, accountability, and transparency.

Additionally, involving the Board in the hiring process for the Deputy Superintendent through this committee ensures their perspective is represented in this critical appointment.

24-265 Trustee Toone moved 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.

Carried

Amendment

24-265 Trustee Toone moved to split the motion into two motions:

#1 - That the Board of Trustees establish an Executive Governance Committee. This committee shall be responsible for overseeing governance review and evaluation matters.

#2 - The Executive Governance Committee will include as one of its responsibilities the representation of the Board in the hiring process for Deputy Superintendent.

Carried

24-266 Trustee Toone moved that the Board of Trustees establish an Executive Governance Committee. This committee shall be responsible for overseeing governance review and evaluation matters.

Carried

24-267 Trustee Toone moved that the Executive Governance Committee will include as one of its responsibilities the representation of the Board in the hiring process for Deputy Superintendent.

Postponed Trustee Gimber requested a recorded vote.

24-268 Trustee Hodges moved that motion #24.237 be postponed until the May Board Meeting.

Carried

Chair called a lunch break at 1225 hours.

Chair called meeting back to order at 1305 hours.

24-269 Chair moved to move out of order and move to Item H. Key Messages and I. Press Release items before in-camera.

Carried

G. In-Camera

G.1 In-Camera Items

24-270 Trustee Toone move that the Board of Trustees go in-camera at 1309 hours.

Carried

24-271 Trustee Toone moved that the Board of Trustees revert the meeting back to the regular board meeting at 1555 hours.

Carried

H. Key Messages from Today's Meeting

- 1) Presentation (s)
- 2) International School Travel
- 3) Third-Party Assessment for Capital Plan Prioritization

I. Press Release Items from Today's Meeting

- 1) Third-Party Assessment for Capital Plan Prioritization
- 2)
- 3)

J. Adjournment

24-272 Trustee Charchun moved that the Board of Trustees vote in favour of the meeting being adjourned at 1555 hours.

Carried

Chairperson

Secretary-Treasurer