

# REGULAR BOARD MEETING

Date: Jun 24, 2025

Time: 12:30 pm

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.**

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Mission	Livingstone Range School Division inspires excellence through meaningful relationships, innovation, and collaboration.
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Vision	Every student, every day.
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Core Values	Student-Centered • Leadership • Integrity • Wellness • Place-Based
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## Call to Order

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12:30	<b>A.</b>	<b>Call to Order</b>	<i>Chair</i>
12:31	<b>A.1</b>	<b>Acknowledgement of Land</b>	<i>B. Toone</i>
12:33	<b>A.2</b>	<b>O Canada</b>	

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## Consent Agenda

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12:35	<b>B.</b>	<b>Consent Agenda</b>	<i>Chair</i>
	<b>B.1</b>	<b>Approval of Minutes</b> If there are no errors or omissions in the minutes of the May 27, 2025 Regular Board Meeting and June 5, 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>B.2</b>	<b>Business Arising from the Minutes</b>	
	<b>B.3</b>	<b>Board Annual Work List 2024-25</b>	
	<b>B.4</b>	<b>Chair Monthly Report</b>	
	<b>B.5</b>	<b>Superintendent Monthly Report</b>	

**Every student, every day.**

- B.6 Associate Superintendent Monthly Report
- B.7 Committee Efficiencies Report(s)
- B.8 Professional Learning
- B.9 Board Policies

Recommendation:

That the June 24, 2025 Consent Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: \_\_\_\_\_

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**Emergent Changes to the Agenda**

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12:40      C.      **Emergent Changes to the Agenda** *Chair*

Recommendation:

That the June 24, 2025 Regular Board Meeting Agenda be approved by the Board of Trustees as (presented or amended)

Moved by: \_\_\_\_\_

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**Declaration of Conflict of Interest**

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12:42      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 June 24, 2025 Board Meeting and if so should declare them.

Declared: \_\_\_\_\_

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**Action Items**

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**E.      Action Items**

12:45      E.1      **Board Evaluations** *(enclosure E.1)* *Chair*

The Board of Trustees received a report from Chris Smeaton (external facilitator) summarizing the Board Evaluations held on June 11, 2025.

Recommendation:

That the Board of Trustees approves the Board's Evaluation Report, as developed in the facilitated workshop of June 11, 2025;

AND FURTHER, that the Board Chair be authorized to monitor the goals and suggestions agreed to and bring items forward for Board consideration, as deemed appropriate.

*Moved by:* \_\_\_\_\_

12:55      **E.2 Board Orientation**

*Chair*

With the election happening in October and the hiring of a new superintendent, it is important for the new board to have a Board Orientation together to start the new year off right. Having a strong Governance understanding as a board is crucial and in supporting the role of being a trustee.

*Recommendation:*

That the Board of Trustees approves finding a date in November 2025 and a facilitator for a Board Orientation session.

*Moved by:* \_\_\_\_\_

1:05      **E.3 Quarterly Financial Report**

*(enclosure E.3)*

*L. Hodges*

The Audit Committee met with the LRSD Finance Team on June 13th and reviewed the 3rd Quarterly Report ending May 31, 2025. The Audit Committee Chair, Lori Hodges, will provide a summary of their review process and key findings for the 3rd Quarter.

*Recommendation:*

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

*Moved by:* \_\_\_\_\_

1:20      **E.4 Audit Committee Recommendation - Auditor Selection**

*(enclosure E.4)*

*Chair*

Section 138 of the Education Act for the Province of Alberta identifies that each board shall appoint an auditor. The 5 year term of the current auditor has come to an end and so a Request for Proposal procurement process was completed. The Audit Committee along with management have reviewed the submissions and are providing a recommendation to the Board of Trustees for approval.

The Audit Committee Chair - Lori Hodges will provide a summary of the process and recommendation.

*Recommendation:*

That the Board of Trustees approve the recommendation by the Audit Committee to enter into an agreement with Best Roest & Co LLP as auditor for the Division for a five year term.

*Moved by:* \_\_\_\_\_

The 2025-2026 Livingstone Range School Division Budget Report is to be approved by the Board of Trustees and submitted to Alberta Education in line with the Minister's extension. Mr. Jeff Perry, Associate Superintendent of Business Services will review the proposed budget for the Board's Approval.

Recommendation:

That the 2025-2026 Budget for the Livingstone Range School Division be approved by the Board of Trustees for submission to Alberta Education.

*Moved by:* \_\_\_\_\_

Research has shown that learning a second language has many proven benefits:

Cognitive Benefits:

- **Improved Cognitive Skills:**

Studies show that bilingualism can enhance cognitive flexibility, problem-solving abilities, and memory.

- **Enhanced Memory and Focus:**

Bilingual individuals often demonstrate better memory and the ability to focus, potentially delaying cognitive decline as they age.

- **Better Decision-Making:**

Thinking in a foreign language can reduce biases and improve decision-making processes.

Career and Economic Advantages:

- **Increased Job Opportunities:**

In a globalized world, multilingualism is highly valued, making individuals more competitive in the job market.

- **Higher Earning Potential:**

Bilingual professionals often command higher salaries and have access to a wider range of career paths.

- **Specific Career Fields:**

Bilingualism is particularly beneficial in fields like international business, diplomacy, tourism, and translation/interpretation.

Intercultural Understanding and Personal Enrichment:

- **Enhanced Empathy and Tolerance:**

Learning a second language fosters empathy, awareness of diversity, and tolerance of different cultures and perspectives.

- **Broadened Perspectives:**

Exposure to other languages and cultures can broaden one's worldview and understanding of the world.

- **Personal Growth and Enrichment:**

Language learning can be a personally enriching experience, fostering intellectual curiosity and a sense of adventure.

Historically, it has been difficult for rural school divisions to provide second language instruction due to funding and finding instructors. With advancements in technology for delivery and second language (French) teacher databases, opportunities to offer second languages is now possible.

Alberta Education has placed an emphasis on providing and funding English as a Second or Additional Language. With the increase in globalization and increasingly more students graduating with multiple languages, offering second language exposure is beneficial for every student at LRSD.

*Recommendation:*

That the Board of Trustees recommends introducing second language instruction for all students in grades 5 and 6 starting in the 2025/2026 school year.

*Moved by:* \_\_\_\_\_

2:05      **E.7 Livingstone Solution Ad Hoc Committee** *G. Long*

The recently created committee needs a "Terms of Reference" in order to complete its mandate.

**PURPOSE:**

-To work with key stakeholders to ensure cohesive communication and advocacy for the school project. The end date is upon completion of the project.

***POWERS AND DUTIES:***

- Organize and chair meetings with key stakeholders*
- Report to the board on a monthly basis*
- Create and update the communication plan with the Communication Officer*
- Direct and approve all regular communication with stakeholders*
- Create and approve agendas for community engagement*

***MEMBERSHIP:***

- Two Ward 2 trustees*
- Superintendent and/or designate*
- Trustees assigned as designates when necessary*

***MEETINGS:***

- As called*
- Attend meetings with key stakeholders*

*Recommendation:*

That the Board of Trustees direct the Livingstone Solutions Ad Hoc Committee to accept the following terms of reference.

*Moved by:* \_\_\_\_\_

2:20      **E.8 Trustee Attendance at Interview for Position of Associate Superintendent**      *G. Long*

**Background:** The board has shown an interest in attending the interviews that our superintendent undertakes for the position of associate superintendent.

*Recommendation:*

That the Livingstone Range School Board establish a policy stating that trustees attend associate superintendent interviews. Trustees who can attend these interviews will be selected by an election process consisting of all trustees in attendance at the appropriate board meeting. One trustee from each ward will be elected to participate in the superintendent's interviews for the position of associate superintendent. The elected trustees will attend as observers only. Upon conclusion of each interview, the superintendent will seek the points of view of each trustee.

*Moved by:* \_\_\_\_\_

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**Discussion/Information Items**

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**F. Discussion/Information Items**

2:40      **F.1 Jr/Sr High School Athletics**      *Jayson Lovell*

A review, conducted by Lovell Consulting Services, examined the current state of extra-curricular athletic programming in Livingstone Range School Division (LRSD) schools offering grades 7-12. Initiated due to feedback from stakeholders, and rising concerns about the demands placed on School Administration and Athletic Directors, the review focused on assessing current programs, analyzing financial and operational requirements, and reviewing relevant documents, and providing recommendations for enhancement. Mr. Jayson Lovell will share his findings with the Board of Trustees for consideration.

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**Presentations**

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**G. Presentation(s)**

3:10      **G.1 First Nations, Metis and Inuit Support Update**      *(enclosure G.1) R. Feller*

Richard Feller, Deputy Superintendent, Human and Learning Services will provide the Board an update of the work being accomplished throughout the division.

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**Key Messages**

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3:25 H. Key Messages from Today's Meeting

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

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Potential Press Release Items

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3:27 I. Press Release Items from Today's Meeting

- 1)
- 2)
- 3)

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In-Camera

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3:30 H. In-Camera

H.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:* \_\_\_\_\_

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Adjournment

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5:00 K. Adjournment

*Recommendation:*

That the Board of Trustees vote in favour of the meeting being adjourned at \_\_\_\_hours.

*Moved by:* \_\_\_\_\_