



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from October 23 - Next meeting November 27

1. International Trip Approval – Immanuel Christian Secondary School

Immanuel Christian Secondary School requested approval to take the Senior Choir on an International Trip to New York City, New York, United States from May 4th to May 8th, 2019. Information regarding the educational benefits of the trip and the proposed itinerary were attached. The estimated cost per student is \$2,600 in Canadian funds. Fundraising opportunities will be available to all 28 students to offset the cost of the trip. Students may use their parents or donated air miles rewards for air travel at an estimated saving of \$600 Canadian.

The Immanuel Christian Secondary School Senior Choir Trip to New York City, New York in the United States from May 4th to the 8th, 2019, was approved by the Board, on the condition all District policies and procedures are strictly followed.

2. Voluntary Retirement – Alberta Teachers' Retirement Fund Members and Local Authorities Pension Plan Members

For the past several years, the Board has approved a Voluntary Retirement Plan for the Alberta Teachers' Association Retirement Fund Members, Canadian Union of Public Employees (CUPE) 290, CUPE 2843 and non-union employees. This opportunity for staff members has facilitated the hiring process for the following year.

This plan allows staff members of the Alberta Teachers' Association Retirement Fund Members and Local Authorities Pension Plan to retire as of January 31, 2018 and then begin a temporary contract with the Board effective February 1, 2019 – June 30, 2019.

The Board extended the Voluntary Retirement Package to all employees who are members of the Teacher Retirement Fund and Local Authorities Pension Plan (CUPE 290, CUPE 2843 and non-union employees) who, by December 21, 2018, submit a letter of resignation effective January 31, 2019. Such employees will be offered a temporary contract effective February 1, 2019 – June 30, 2019.

3. Alberta Teachers' Association (ATA) Local Council Meeting Schedule

An excellent relationship exists between the Board of Trustees and its employee groups. Two examples of this collaborative relationship is the attendance by a member of the ATA Local Executive at all Board meetings and the open invitation that the ATA Local Executive to the Board to have a trustee attend Local Council meetings.

The meeting dates for the balance of the year are shown below:

November 7 - Attwell Building

December 5 - Christmas Dinner Meeting – Sandman Signature Lethbridge Lodge

January 9 – Attwell Building

February 6 - Attwell Building

March 6 - Attwell Building

April 3 - Attwell Building

May 1 - Attwell Building

June 5 – Dinner Meeting – location TBD

The Board received the report as information, and identified a trustee for each month to attend the remaining 2018-19 ATA Local Council meetings.

4. Breakfast with the Board – Immanuel Christian Secondary School

Lethbridge School District trustees have a long standing practice of visiting district facilities in order to better understand the operations at each site. Visits by trustees are truly appreciated by staff.

On a monthly basis trustees meet with the staff of one district site for a continental breakfast.

The informal meeting provides an opportunity for staff to share highlights of their work with trustees. Additionally, trustees can share information about district initiatives and respond to questions staff members may have.

Breakfast with the Board has been scheduled at Immanuel Christian Secondary School on Wednesday, November 7, 2018 from 7:30-8 a.m. Following the breakfast, Principal Rob vanSpronsen will provide a tour of the school for trustees.

The Board received the report as information.

5. Response to September Public Forum Question on Student Transportation

Cindy DeJager, a parent of two students attending Chinook High School, voiced concern regarding bus transportation. Specifically, she indicated that her two sons had bus service in previous years but this changed as a result of pathways being included in the calculation of distance from residence to the school. The inclusion pathways in the transportation system's calculation of distance is not within the jurisdiction's control. This was a decision made by the province this spring.

Cindy DeJager indicated she felt there was a complete lack of communication and notice regarding the removal of stops that were the outcome of distance calculations. Her sons had been picked up for the first few weeks of school, and then the stops were removed without appropriate notification to parents. Her sons went to the stop one morning (stop 9 on Chinook W7 bus route), and no bus came to pick them up.

The Transportation Coordinator checked into the situation. It was confirmed that the stop had been removed without notification to the District. Notification to the riders consisted of the driver telling students at the afternoon home drop-off that there would not be a bus the next day. Lethbridge School District No. 51 concurs that this is not appropriate notice. The Transportation Coordinator worked with the City of Lethbridge Transportation department to reinstate the stop for this year. Mrs. Shimbashi indicated that Cindy DeJager was pleased with the outcome.

All families impacted by change of distance due to pathways, as well as families who are waitlisted as ineligible riders due to distance but are allowed to ride if there is bus capacity, are now fully informed of their temporary status as riders using a form. The signed form indicates that although a student currently has access to transportation, the distance of their residence results in the system classifying them as unfunded (ineligible rider). They will have access as long as the bus has capacity, but there is potential for them to receive notice that the bus no longer has capacity due to an increase in eligible riders. It is also made clear that ineligible riders may not have access to bussing in subsequent years if routes and capacity changes due to eligible riders.

The Board received the report as information.

6. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business Affairs; Rik Jesse, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent, Instructional Services, delivered their respective reports for the Board. To read the reports in full, see Page 17 of the [AGENDA](#).

7. Canadian Award for Financial Reporting (CAnFR)

Lethbridge School District No. 51 is the first Canadian school division to receive the Canadian Award for Financial Reporting (CAnFR).

The Government Finance Officers' Association (GFOA) established the CAnFR program in 1986 to encourage and assist Canadian local governments to go beyond the minimum requirements of financial reporting and to prepare a comprehensive annual finance report that evidences the spirit of transparency and full disclosure in financial reporting.

The Board received the report as information and congratulated Director of Finance Mark DeBoer and Associate Superintendent Christine Lee, along with the Finance Department team.

8. Urban Indigenous Youth Grant

Alberta Education provided Lethbridge School District No. 51 with an urban indigenous youth grant. An update on how the grant funds will be spent was shared by Associate Superintendent Morag Asquith. The Board received the report as information.

9. 51-25 Celebration Banquet held September 26, 2018

Each year, the Board recognizes staff members who have served with the District for 25 years or more. The Board hosts a dinner for all the members of the 51-25 club and their guest, and takes the opportunity to formally congratulate the staff members who have completed their 25th year with the District.

The 51-25 celebration was held on September 26, 2018 at the Lethbridge Lodge.

The new members of the 51-25 club are:

Andrea Kveder, Deb Bosch-Friedrick, Karen Rancier, Shanda McKnight, Suzie Chambers, Terry Hagel, Ard Biesheuvel, Ashelyn Redman, Brian Sakatch, Darin Gibson, Darryl Christiansen, JoAnne Thaxter and Kae McFadzen.

The Board received the report as information.

10. Acknowledgements of Excellence

The Board has a long standing practice of acknowledging the efforts of students and staff whose commitment to excellence has resulted in outstanding achievement. Details of accomplishments of note are provided as information. Congratulations to the following District staff and students:

Chinook Cross Country winners were:

- Gabby Suggitt, Amaya Graham, Olivia Gook (3 km juvenile female)
- Lorenzo Blood, Eli Orr, Kolton Smith (3 km juvenile male)
- Cassidy Coolen, Jaime Jakovljevic, Kennedy Moland, Rylee Wevers, Madi Andres (4 km junior female)
- Denver Jensen, Brayden Ellis (4 km junior male)
- Ilaria Cavani, Elisa Cavani (5 km intermediate female)
- Brock Jensen, Logan Danyluk, Mason Harris, Carter Flexhaug (5 km intermediate male)
- Abi Gruenhage (5 km senior female)

Chinook Golf team finished fourth at Provincials, one shot out of a medal. Team members are Mason Harder, Rylie Seaman, MacCoy Garner, Tysen Johansen, Abbie Froom, Chelsea Joseph.

LCI student, Dylan Taylor, was selected to be part of the Education Minister's Youth Council for 2018-19. The Minister's Youth Council will help students further develop their competencies and understanding of the education system.

11. Board Priorities Report

The District Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. An update on progress is provided in the form of a report each month.

The report begins on Page 31 of the [AGENDA](#).

The Board received the report as information.

12. Donations and Support

Lethbridge School District No. 51 is fortunate to be in a community that strongly supports programs and services for students. The District is appreciative of the difference the support makes to the lives of children. These partnerships and support further the efforts of helping children come to school ready to learn, providing opportunities for engagement, and facilitating student growth and well-being. Listed below and attached are the donations and support received by the district.

- Ron & Joyce Sakamoto donated \$40,000 to the 1 District, 1 Book project.
- Daytona Homes donated \$46,927.25 from the 11th annual Backpack Program. The funds will be split between Lethbridge School District No. 51 and Holy Spirit Catholic Schools.

The Board received the summary as information.

13. Snacks with the Superintendents – Lakeview School

At the beginning of each school year, Executive Council members are designated as school liaisons for each of the District schools. As a liaison, the Executive Council members represent the District at school functions. It has also been a long standing practice for Executive Council members to visit schools and classrooms on a regular basis, observing first-hand the activities that take place in the school. Visits by Executive Council members are appreciated by staff.

On a monthly basis Executive Council as a whole meets with the staff of one school for snacks.

The informal meeting provides an opportunity for staff to share highlights of their school.

Additionally Executive Council members can share information about district initiatives and respond to questions staff members may have.

All the staff of Lakeview School have been invited to have Snacks with the Superintendents on Thursday, November 15, 2018 beginning at 7:45 a.m.

The Board received the summary as information.

14. Board Reports

Reports were delivered for District School Council, the Community Engagement Committee and the District Wellness Committee. The reports begin on Page 41 of the [AGENDA](#).

15. Correspondence - Received

The Board received a letter received from the Minister of Education, David Eggen, in regards to the District's concerns about First Nations, Metis and Inuit funding available to provincial school authorities. Alberta Education has provided the District with a grant to start the Urban Indigenous Pilot Project, to assist self-identified FNMI students with supports they need to succeed in school.

The Board also received a letter from Holy Spirit Catholic Schools, addressed to Lethbridge Mayor Chris Spearman, which requested both Holy Spirit and Lethbridge School District No. 51 be given permanent seats on both the Reconciliation Lethbridge Advisory Committee and the Social Development Committee. Currently, the school districts serve on the committees on rotating terms.

16. Correspondence - Sent

The Board sent a letter to Kathleen Ganley, Honourable Minister of Justice and Solicitor General, in support of the City of Lethbridge council's efforts to advocate for support from the Office of the Solicitor General to address what has been coined as the "Opioid Crisis" in the city.

The Board also sent a letter to Lethbridge Mayor Chris Spearman to recommend permanent seats be allocated to both Holy Spirit and Lethbridge School District No. 51 for both the Reconciliation Lethbridge Advisory Committee and the Social Development Committee.



Lethbridge School District No. 51

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Highlights from the Board Organizational Meeting

1. Election of Chair

The Superintendent called for nominations for the office of Chair to hold office during the pleasure of the Board. The Superintendent declared Clark Bosch the successful candidate for Board Chair.

2. Election of Vice Chair

The newly-elected Chair called for nominations for the office of Vice-Chair, to hold office during the pleasure of the Board. The Chair declared Christine Light the successful candidate for Vice-Chair.

3. Approval of Bank Borrowing Resolution

The Board approved a resolution to establish a line of credit with the Royal Bank of Canada to provide interim financing during the year 2018-2019 year, pending receipt of government grants:

“That the Board approve the 2018-2019 bank borrowing resolution in the amount of \$500,000 to finance the operation of the school district as required, pending receipt of government funding, and that a copy of this resolution be appended to the minutes of this meeting.”

4. Approval of Signing Authority

The Board approved the following resolution:

“That the bank signing authority be the Chairman or the Vice-Chairman and the Secretary-Treasurer or, in her absence, the Director of Finance, with the exception that for the purpose of signing cheques, the signing authority shall be the Superintendent of Schools and the Secretary-Treasurer and Director of Finance and further, that the Board authorize the bank to establish an overdraft lending agreement which has been duly executed by the proper officers of the Board when loans are required.”

5. Committee Reports and Terms of Reference

All Committee reports and Terms of References were reviewed at the September, 2018 meeting.

6. Appointments to Committees

Appointments were made to the following committees. The complete list can be found here [COMMITTEES](#):

7.1 Standing Committees

7.1.1 Facilities Committee, 7.1.2 Policy Advisory Committee, 7.1.3 Community Engagement Committee, 7.1.4 Spirit of 51 Committee, 7.1.5 Superintendent Evaluation Committee, 7.1.6 Board Budget Committee, 7.1.7 FNMI Advisory Committee, 7.1.8 Poverty Intervention Committee, 7.1.9 Board Audit Committee, 7.1.10 District Wellness Committee

7.2 Special (ad hoc) Committees

7.2.1 ATA Negotiating Committee, 7.2.2 CUPE (Local 290) Negotiating Committee, 7.2.3 CUPE (Local 2843) Negotiating Committee, 7.2.4 Non Union Staff Committee

7.3 Joint Committees

7.3.1 ATA Working Conditions Committee, 7.2.3 Business and Education Committee, 7.4.3 City/School Boards Committee

7.4 Appointment of Board Representatives

7.4.1 ASBA Zone 6 Executive, 7.4.2 District School Council, 7.4.3 District Student Advisory Council, 7.4.4 Community and Social Development Committee, 7.4.5 Team Lethbridge