MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
LETHBRIDGE SCHOOL DISTRICT NO. 51 HELD DECEMBER 15, 2015.

IN ATTENDANCE:

Trustees: Mich Forster, Jan Foster; Tyler Demers; Keith Fowler;
Donna Hunt; Don Lacey; Lola Major

Administrators: Cheryl Gilmore; Don Lussier; Wendy Fox; Sharon Mezei;
Michelle Loxton (Recorder)

Regrets:

The Chair called the meeting to order at 3:32 p.m.

1. Approval of Agenda
   Additions: 5.9 - Funding Requests
   8.7 – ATA Local Meeting
   Trustee Donna Hunt moved:
   “that the agenda be approved as amended ”
   CARRIED UNANIMOUSLY

2. Approval of Minutes
   Trustee Jan Foster moved:
   “that the minutes of the Regular Meetings held on
   November 23, 2015 be approved and signed by the Chair.”
   CARRIED UNANIMOUSLY

3. Business Arising from the Minutes
   No business arising from the previous minutes.

4. Presentations
   No presentations were presented.

5. Action Items
   5.1 2016-17 School Year Calendar
   The 2016-2017 school year calendar was attached
   for the Board to review and approve. An Assessment
   Day was included to accommodate grade 3 marking
   of provincial SLA (Student Learning Assessments)
   exams as well as furthering of assessment strategies
   across all grades in elementary and middle school.

   Trustee Keith Fowler moved:
   “that the Board approve 2016-2017 School Year
   Calendar as presented.”
5.2 **Policy Review**
District policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory has representation from the Board, District School Council, each of the employee groups, and District and school administration. District Principal Teresa Loewen was in attendance to provide an overview, share any feedback received and respond to questions of the Board of the policies below:

- 502.1 - Welcoming, Caring, Respectful and Safe Learning Environments
- 504.8 - Involvement with Authorized Agencies
- 607.4 – Responsible Use of Technology
- 1002.4 – School Councils

Trustee Lola Major moved:
“that the Board give approval of 3rd and final reading to Policy 502.1 – Welcoming, Caring, Respectful and Safe Learning Environments as presented.”

CARRIED UNANIMOUSLY

Trustee Lola Major moved:
“that the Board approve Policy 504.8 – Involvement with Authorized Agencies as presented.”

CARRIED UNANIMOUSLY

Trustee Tyler Demers moved:
“that the Board remove the first sentence of the second paragraph “We…. In Policy 607.4 – Responsible Use of Technology as presented.”

CARRIED UNANIMOUSLY

Policy 607.4 sent back for review

Trustee Lola Major moved:
“that the Board approve Policy 1002.4 – School Councils as amended.”

CARRIED UNANIMOUSLY
5.3 First Quarter Financial Statement
Director of Finance Christine Lee was in attendance to provide an overview and responded to questions of the Board with regard to the First Quarter Financial Statement.

Trustee Donna Hunt moved: “that the Board receive the 2015/2016 First Quarter Financial Statement as presented.”

CARRIED UNANIMOUSLY

5.4 New Age Integrated Technology for Chinook High School Gymnasium
Associate Superintendent Don Lussier shared with the Board that at the October 27th, 2015 Board meeting the Board was informed that only one company (Digital Edge Media) could provide the equipment and installation of the New Age Integrated Technology for Chinook High School. Kevin Wood, Rik Jesse and myself, Don Lussier were lead to believe that was so.

Since that time and before we let out the contract, we discovered that there is at least one other company that could provide the equipment and installation.

Therefore, in the interest of fairness and to be perceived to be fair we will be opening this project to competitive bid.

We are asking the Board to rescind its motion 6364/15 of October 27, 2015 which reads:

“that the Board approve the New Age Integrated Technology at Chinook High School and award the contract to Digital Edge Media in the amount of $244, 452.27 from School Generated Funds and Operating Funds.”

Trustee Jan Foster moved: “that the Board rescind its approval of motion number 6364/15 to award the contract for the New Age Technology at Chinook High School to Digital Edge Media in the amount of $244,452.27.”

CARRIED UNANIMOUSLY
5.5 Amendment to the Xerox Contract

Associate Superintendent Don Lussier provided the Board with information with regard to the District negotiating an amendment to the current contract with Xerox. There are three objectives in mind. The first is to obtain new equipment with better functions and greater capabilities. The second is to control cost and have cost certainty over a long period of time and the final objective is to ensure that our two new schools would have the same lease and per copy benefits as our current schools when they come on stream in 2017 and 2018. Our current contract went to 2018 and we have amended it to take us to 2021. The Board was also provided with a list of accomplishments, which benefit the district within the amended contract.

Trustee Donna Hunt moved:
“that the Board approved the amended contract with Xerox as presented.”

CARRIED UNANIMOUSLY

5.6 Tender for New West Lethbridge (Waterbridge) Middle School

The Tender for the new West Lethbridge (Waterbridge) Middle School was opened at 2:00 p.m. on December 10, 2015.

The Tender process was in accordance with the School Buildings and Tendering Regulation (Alberta Regulation 383/88) and Alberta Infrastructure granted permission to go to tender on November 19, 2015.

Funding support will come from an Alberta Education Grant Agreement.

The following bids were received:
- Dawson Wallace Construction Ltd. $20,358,773 + G.S.T.
- Ward Brothers Construction $21,350,000 + G.S.T.
- Leer Construction $21,800,000 + G.S.T.
- Graham Construction $21,495,000 + G.S.T.
- Wright Construction $22,975,000 + G.S.T.
Trustee Jan Foster moved:
"that the Board award the contract for the building construction in the amount of $20,358,773 + G.S.T. for the West Lethbridge (Waterbridge) Middle School to Dawson Wallace Construction Ltd. and further, that the Board approves the contingency the District will carry on the project of $654,881."

CARRIED UNANIMOUSLY

5.7 Poverty Intervention Committee Terms of Reference
The Poverty Intervention made some changes to the Terms of Reference that were approved in September 2015.

The changes were supported by the Poverty Intervention Committee because they provide clarity with respect to roles and responsibilities.

Trustee Jan Foster moved:
“that the Board approve the amended Poverty Intervention Committee Terms of Reference.”

CARRIED UNANIMOUSLY

5.8 Funding Requests
Trustee Jan Foster moved:
“that the Board contribute $6,000 to the Poverty Intervention Committee on a one time basis.”

CARRIED UNANIMOUSLY

5.9 Opportunity Knocks
Chinook Regional Foundation for Career Transitions is hosting their 4th annual Opportunity Knocks on March 9, 2016. This Job and Career Fair is an initiative of the Lethbridge Chamber of Commerce, who has once again contracted with Career Transitions to assist with the coordination of the event. Lethbridge School District students are active participants in the event. As well, Lethbridge School District No. 51 Human Resources Department traditionally sets up an employment opportunity booth highlighting the career opportunities within the district.
Trustee Keith Fowler moved:
“that the Board support Opportunity Knocks Job and Career Fair at the Apprentice level ($1,000.00) which includes a booth.”

SIX APPROVED

Keith Fowler was absent during the vote

6. **District Highlights**
Trustee Mich Forster attended the Immanuel Christian Education Society Meeting

7. **Information Items**

7.1 **Board Chair Report**

7.1.1 **Board Donations in Lieu of Christmas Treats**
Superintendent Cheryl Gilmore provided the Board with a list of charitable organizations that the Board will donate to on behalf of respective staff groups in the amount of $50.00 in lieu of Christmas Treats, and that the Board accept the report as information.

7.1.2 **Breakfast with the Board**
Breakfast with the Board has been scheduled at Mike Mountain Horse School on Wednesday, January 13, 2016 at 7:30 a.m. Following the breakfast, Principal Erin Hurkett will provide a tour of the school for trustees.

7.2 **Superintendent Report**

7.2.1 **Board Priorities Report**
Superintendent Cheryl Gilmore provided the Board with a progress report of the Board Priorities.

7.2.2 **Acknowledgements of Excellence**
Park Meadows School teacher Megan Cummins won the $1,000 grant from The Awesome Foundation for her “Welcome to Canada Project”. Prompted by a new family arriving from East Africa, the project will have the students and parents shop for two families brand new to Canada, buying household items, toiletries, clothing and even some toys.
Michelle Wengel (substitute) cut off her long hair to donate it to the Canadian Cancer Society.

The Fleetwood Bawden Choir performed with the Chinook bands and choir in October. They performed Do-Re-Me, Where is Love, Close Every Door, Song of the King and Any Dream Will Do. On the 25th of November the choir performed with the Lethbridge Symphony at Southminster United Church. The choir performed Dona Nobis Pacem and Reindeer on the Roof. The choir is Directed by Christine Slomp and continues in the new year with many other great performances.

The following district students received recognition at the Canada Music Week Recital and Student Awards Presentation recently:

- Roshan Bidarian (GS Lakie)
- Jerry Wang (NSCS)
- Zitong Wu (Lakeview)
- Steven Yang (MMH)
- Anna Jeong (LCI)
- Kimberly Crowe (LCI)
- Hudson Renaud (LCI)
- Gabriel Conrad (Chinook)
- Mina Akbari-Zheng (Gilbert Paterson)
- Janelle Bykowsi (Chinook)
- Amanda Visser (ICHs)
- Emily Huynh (WCHS)
- Julia Pham (WCHS)
- Oliva Earl (Chinook)
- Reuben Peters (ICES)
- Jason Cheng (LCI) – RCM Gold Medalist
- Kristen Lea (GS Lakie)
- Michelle Wu (GS Lakie)
- Tina Liu (WCHS)
- Mia Lahiji (LCI)
- Tracey Liu (WCHS)
- Frances Reid (WCHS)
- Candace Chan (WCHS)
- Ashley Na (GS Lakie)
- Wenyu Chen (GS Lakie)
- Brigitt Morton (Chinook)
- Emily Han (WCHS)

7.2.3 Snack with the Superintendents
All the staff of Gilbert Paterson Middle School have been invited to have Snacks with the Superintendents on Wednesday, January 13, 2016 beginning at 11:45 am.

7.2.4 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.
Attached are the donations and support received by the district.

**Community Foundation of Lethbridge** awarded $9,000.00 to Park Meadows for the Snoezelen Room Project.

**Community Foundation of Lethbridge** awarded $15,000.00 to Galbraith for the Digital Sound System Upgrade Project.

7.2.5 Enrolment Summary – November 30, 2015
Superintendent, Cheryl Gilmore shared an enrolment summary for District schools, broken down by grade as of November 30, 2015 for the Board to receive as information.

7.2.6 Calendar of Events
The Calendar of Events was reviewed for the period of December 18, 2015 to January 26, 2016.

8. Reports
8.1 District Student Advisory – November 25, 2015
Trustees Jan Foster provided a written report on the District Student Advisory Committee Meeting held on November 25, 2015.

8.2 Poverty Intervention – December 1, 2015
Trustee Jan Foster provided a written report on the Poverty Intervention Committee Meeting held on December 1, 2015.

8.3 Healthy Schools – December 7, 2015
Trustee Mich Forster provided a written report on the Healthy Schools Committee Meeting held on December 7, 2015.

8.4 District School Council – December 7, 2015
Trustee Keith Fowler provided a written report on the District School Council Meeting held on December 7, 2015.

8.5 Lethbridge Chamber of Commerce Education Committee – December 8, 2015
Trustee Don Lacey provided a verbal report on the Lethbridge Chamber of Commerce Education Committee Meeting held on December 8, 2015.
8.6  **Community Engagement Committee – December 10, 2015**
Trustee Jan Foster provided a written report on the Community Engagement Committee Meeting held on December 10, 2015

8.7  **ATA Local Council – December 2, 2015**
Trustee Tyler Demers provided a verbal report on the ATA Local Council Committee Meeting held on December 2, 2015

9  **Correspondence – Received**
None at this time

10  **Correspondence – Sent**
Letter to Minister Eggen – December 7, 2015

Adjournment
Trustee Jan Foster moved:
“that the meeting be adjourned at 5:32 p.m."

**CARRIED UNANIMOUSLY**

Mich Forster,  
Chair

Don Lussier,  
Associate Superintendent  
Business Affairs