

# MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DISTRICT NO. 51 HELD FEBRUARY 26, 2019.

## IN ATTENDANCE:

Trustees: Clark Bosch; Tyler Demers; Jan Foster; Donna Hunt; Christine Light; Doug James; Lola Major

Administrators: Cheryl Gilmore; Rik Jesse; Christine Lee; Morag Asquith  
LeeAnne Tedder (Recorder)

The Chair called the meeting to order at 3:47 p.m.

1. Approval of Agenda *Approval of Agenda  
6828/19*  
Additions: 5.4 Approval of Resource purchases and  
9.5 Board Budget meeting – Donna Hunt  
Trustee Donna Hunt moved:  
“to approve the agenda, as amended.” **CARRIED UNANIMOUSLY**
  
2. Approval of Minutes *Approval of Minutes  
6829/19*  
Trustee Jan Foster moved:  
“that the minutes of the Regular Meeting of January 22, 2019 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY**  
  
Trustee Jan Foster moved:  
“that the minutes of the Special Meeting of January 29, 2019 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY** *Approval of Special  
Meeting Minutes  
6830/19*
  
3. Business Arising from the Minutes *Business Arising from  
the Minutes*  
There was no business arising from the minutes.
  
4. Presentations *Presentations*
  - 4.1 Edwin Parr Nomination *Edwin Parr  
Nomination*  
The District nominee for the ASBA Edwin Parr award is Melanie Wasylenko, Wilson Middle School. Principal Dean Hawkins provided a summary highlighting Melanie’s accomplishments in her first year of teaching.
  
  - 4.2 Numeracy *Numeracy*  
Numeracy Lead Teacher Jenn Giles presented her Numeracy Action Plan to the Board and answered questions of the Board.
  
5. Action Items *Action Items*
  - 5.1 Authorization of Locally Developed Courses  
Locally developed International Baccalaureate courses have

had their end dates extended to align with the Diploma Programme Curriculum Development and Review Cycle from the International Baccalaureate Organization.

Trustee Donna Hunt moved:

“that the Board approve the end date extensions of acquired International Baccalaureate courses Biology (IB) 35 for 3 credits to August 31, 2022; Chemistry (IB) for 3 and 5 credits to August 31, 2022; and Theory of Knowledge (IB) for 3 and 5 credits to August 31, 2021 as authorized by Alberta Education for continued use in all District High Schools.”

*Authorized Locally Developed Courses Biology (IB) 35 for 3 credits; Chemistry (IB) 35 for 3 and 5 credits; Theory of Knowledge (IB) 35 for 3 and 5 credits  
6831/19*

**CARRIED UNANIMOUSLY**

5.2 Atrieve (PowerSchool) HR/Payroll re-implementation project

The current Human Resources and Payroll software was originally implemented in 2004-2005. Upgrades are necessary at this time and funds were set aside under capital reserves.

Trustee Tyler Demers moved:

“to approve the quote from PowerSchool for the Atrieve HR and Payroll re-implementation project in the amount of \$196,500 plus GST from funds set aside in Administration Capital Reserves.”

*Atrieve (PowerSchool) HR/Payroll re-implementation project  
6832/19*

**CARRIED UNANIMOUSLY**

5.3 Policy Review

Superintendent Cheryl Gilmore reviewed policies 502.5 Student Transportation, bussing; 604.5 High School Course Sequence Transfers; 606.5 Educating Students at Home; 608.7 Sale of Student Supplies and Materials; and 1003.5 Conducting Research.

*Policy Review*

Trustee Lola Major moved:

“to approve Policy 502.5 Student Transportation, Bussing, as amended.”

*Policy 502.5 Student Transportation, Bussing  
6833/19*

**CARRIED UNANIMOUSLY**

Trustee Lola Major moved:

“to approve Policy 604.5 High School Course Sequence Transfers, as amended.”

*Policy 604.5 High School Course Sequence  
6834/19*

**CARRIED UNANIMOUSLY**

Trustee Lola Major moved:

“to approve Policy 606.5 Educating Students at Home, as amended.”

*Policy 606.5 Educating Students at Home  
6835/19*

**CARRIED UNANIMOUSLY**

Trustee Lola Major moved:  
“to approve Policy 608.7 Sale of Student Supplies and  
Materials, as reviewed.” **CARRIED UNANIMOUSLY**

*Policy 608.7 Sale of  
Student Supplies and  
Materials  
6836/19*

Trustee Lola Major moved:  
“to approve Policy 1003.5 Conducting Research, first reading.”  
**CARRIED UNANIMOUSLY**

*Policy 1003.5  
Conducting Research  
6837/19*

## **Public Forum**

*Public Forum*

### 5.4 Approval of Resource Purchases

*Approval of Resources*

Over the past two years, the Board has supported Literacy resources in our elementary schools. A request was made for intervention resource funding.

Tyler Demers moved:  
“that the Board approve the purchase of resources for Literacy intervention at the elementary level in the amount of \$173,300 funded from operating funds.”

*Literacy Intervention  
resource funds  
6838/19*

**CARRIED UNANIMOUSLY**

Secondary interactive technology request including projectors to replace the aging equipment.

Tyler Demers moved:  
“that the Board approve the replacement of secondary interactive technology resources in the amount of \$813,000 from operating funds. Furthermore that interactive technology resources be included in the long term technology ever greening plan.” **CARRIED UNANIMOUSLY**

*Technology resource  
funds  
6839/19*

## 6. District Highlights

*District Highlights*

- Doug attended the General Stewart family dinner.
- Donna worked with the City on the Opioid Crisis committee. ICE Scholarship Breakfast and Town Hall were good.
- Jan Scholarship Breakfast, good turnout and good speaker.
- Christine Light felt Town Hall went very well. Appreciates the student perspectives. ICE Scholarship Breakfast was great. Scholarship winners from last year attended.
- Clark thanked all for the ICE Scholarship Breakfast. Had a District teacher pass away and the Principal spoke glowing about the actions taken by staff at District office. Thank you.

## 7. Information Items

*Information Items*

### 7.1 Board Chair Report

#### 7.1.1 Breakfast with the Board

All staff at Lethbridge Christian School have been invited to attend Breakfast with the Board on Tuesday, March 5, 2019 followed by a tour of the school by Principal Les Greeno.

*Breakfast with the Board*

### 7.2 Associate Superintendent Reports

*Associate Superintendent Reports  
Business Affairs*

#### 7.2.1 Business Affairs

Associate Superintendent Christine Lee provided a written Business Affairs report.

#### 7.2.2 Human Resources

Associate Superintendent Rik Jesse provided a written Human Resources report including enrolment.

*Human Resources*

#### 7.2.3 Instructional Services

Associate Superintendent Morag Asquith presented the Instructional Services report.

*Instructional Services*

### 7.3 Superintendent Reports

*Superintendent Report  
Board Priorities*

#### 7.3.1 Board Priorities Report

2018-19 District Priorities report of actions was shared.

#### 7.3.2 Acknowledgements of Excellence

Student and staff acknowledgements of excellence were shared with the Board. Board members were encouraged to congratulate the staff and students when visiting schools.

Christine Lee, nominated by Lola Major will be receiving a YWCA Women of Distinction Award.

*Acknowledgements of Excellence*

#### 7.3.3 Snacks with the Superintendents

Staff at Dr. Probe School have been invited to attend the Snacks with the Superintendent on Tuesday, March 5, 2019.

*Snacks with the Superintendents*

#### 7.3.4 Calendar of Events

The Calendar of Events was reviewed for the period February 26 to March 26, 2019.

Add: Spirit of 51 on March 6, 2019

*Calendar of Events*

8. Response to December Public Forum

Superintendent Cheryl Gilmore is currently exploring potential partners for hosting a public forum for the upcoming provincial election. Cheryl spoke with Brad Roberts and will chat with Derek Resler about partnering with ATA.

*Response to January  
Public Forum*

9. Reports

9.1 Lethbridge Community and Social Development Committee – January 25, 2019

Trustee Jan Foster provided a written report from the Lethbridge Community and Social Development Committee meeting held January 25, 2019.

*Reports  
Lethbridge Community  
and Social  
Development*

9.2 ATA Local Council – February 6, 2019

Trustee Christine Light provided an oral report for the ATA Local Council meeting held February 6, 2019.

*ATA Local Council*

9.3 F.N.M.I. Advisory Committee – February 13, 2019

Trustee Doug James provided a written report from the F.N.M.I. Advisory Committee meeting held February 13, 2019.

*F.N.M.I. Advisory  
Committee*

9.4 District Wellness Committee

Trustee Donna Hunt noted that this meeting was delayed to March 4<sup>th</sup>.

*District Wellness  
Committee*

9.5 Board Budget Committee – February 26, 2019

Trustee Donna Hunt provided an oral report from the Board Budget Committee meeting held February 26, 2019.

*Board Budget  
Committee*

10. Correspondence – Received:

- 10.1 Alberta Education
- 10.2 Action on Smoking & Health

*Correspondence –  
Received  
Alberta Education  
Action on Smoking &  
Health*

11. Correspondence – Sent: none

The meeting was adjourned at 5:48 p.m.

*Correspondence – Sent*

*Adjournment*

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Clark Bosch,  
Chair

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Christine Lee,  
Associate Superintendent  
Business Affairs