

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DISTRICT NO. 51 HELD NOVEMBER 27, 2018.

IN ATTENDANCE:

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

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

The Chair called the meeting to order at 3:45 p.m.

1. Approval of Agenda *Approval of Agenda
6790/18*
Trustee Christine Light moved:
“that 5.7 Trustee Remuneration be added to the agenda, approve as amended.” **CARRIED UNANIMOUSLY**

2. Approval of Minutes *Approval of Minutes
6791/18*
Trustee Jan Foster moved:
“that the minutes of the Regular Meeting of October 23, 2018 and the Organizational Meeting of October 23, 2018 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY**

3. Business Arising from the Minutes *Business Arising from
the Minutes*
There was no business arising from the minutes.

4. Presentations *Presentations*
 - 4.1 Fast Forward *Fast Forward*
Nikki Cale presented the Fast Forward program for the 2017-18 school year.

5. Action Items *Action Items*
 - 5.1 Sock it to ‘em Campaign
The 16th annual Sock it to ‘em Campaign runs from November 1 to December 15, 2018. Caretaking and Maintenance staff in Lethbridge and area schools are collecting new socks to be donated to local charities for Christmas.

Trustee Tyler Demers moved:
“that the Board make a donation in the amount of \$100 to the Sock it to ‘em Campaign.” **CARRIED UNANIMOUSLY** *Sock it to ‘em
Campaign
6792/18*

5.2 Terms of Reference

Terms of Reference were updated for District Wellness Committee and F.N.M.I. Education Committee for the 2018-19 school year.

Trustee Donna Hunt moved:

“that the Board approve the updated Terms of Reference for the District Wellness Committee and the F.N.M.I. Education Committee.”
CARRIED UNANIMOUSLY

*Terms of Reference
District Wellness
FNMI Education
6793/18*

5.3 Policy Review

Teresa Loewen provided an overview of each policy and responded to questions for the following:

Policy 201.2 Mandate

Policy 202.1.1 Confidentiality

Policy 202.1.2 Conflict of Interest

Policy 202.2 Chair of the Board

Policy 202.3 Individual Trustees

Policy 205.1 Trustee Compensation

Policy 206.1 Trustee Training and Development

Policy 303.3 Administrators Growth Supervision and Evaluation

Policy 303.4 School Principal

Policy Review

Trustee Lola Major moved:

“to approve Policy 201.2 Mandate, as amended.”

CARRIED UNANIMOUSLY

*Policy 201.2 Mandate
6794/18*

Trustee Lola Major moved:

“to approve Policy 202.1.1 Confidentiality, as amended.”

CARRIED UNANIMOUSLY

*Policy 202.1.1
Confidentiality
6795/18*

Trustee Lola Major moved:

“to approve Policy 202.1.2 Conflict of Interest, as amended.”

CARRIED UNANIMOUSLY

*Policy 202.1.2 Conflict
of Interest
6796/18*

Trustee Lola Major moved:

“to approve Policy 202.2 Chair of the Board, as amended.”

CARRIED UNANIMOUSLY

*Policy 202.2 Chair of
the Board
6797/18*

Trustee Lola Major moved:

“to approve Policy 202.3 Individual Trustees, as reviewed.”

CARRIED UNANIMOUSLY

*Policy 202.3 Individual
Trustees
6798/18*

Trustee Lola Major moved:
“to approve Policy 205.1 Trustee Compensation, as reviewed.”
CARRIED UNANIMOUSLY

*Policy 205.1 Trustee
Compensation
6799/18*

Trustee Lola Major moved:
“to approve Policy 206.1 Trustee Training and Development,
as amended.”
CARRIED UNANIMOUSLY

*Policy 206.1 Trustee
Training and
Development
6800/18*

Trustee Lola Major moved:
“to approve Policy 303.3 Administrator Growth Supervision
and Evaluation, as amended.” **CARRIED UNANIMOUSLY**

*Policy 303.3
Administrator Growth
Supervision and
Evaluation
6801/18*

Trustee Lola Major moved:
“to approve Policy 303.4 School Principal, as amended.”
CARRIED UNANIMOUSLY

*Policy 303.4 School
Principal
6802/18*

5.4 District Three Year Education Plan and Annual Education
Results Report

Alberta Education requires that each school jurisdiction develop a Three Year Education Plan (3YEP) which incorporates the vision, priorities, and strategies developed by the Board in consultation with stakeholders in the District. Alberta Education requires that the formally approved 3YEP combined with the Annual Education Results Report (AERR) be approved by the Board and posted on the jurisdiction website by November 30. It was recommended that Fast Forward be included in the report prior to posting to website.

Trustee Donna Hunt moved:
“to approve the combined Three Year Education Plan and
2017-18 Annual Education Results Report, as presented.”
CARRIED UNANIMOUSLY

*District 3YEP and AERR
approval
6803/18*

5.5 2017-18 Audited Financial Statement

School jurisdictions are required to submit an audited financial report to Alberta Education. Will Zobell and Avice DeKolver, BDO Canada LLP, reported a clean audited financial statement. Mark DeBoer, Director of Finance, provided an overview of the Audited Financial Statements for the year ended August 31, 2018.

Public Forum – none

Public Forum

Trustee Donna Hunt moved:
“to approve the Audited Financial Statements for the 2017-18 fiscal year.”
CARRIED UNANIMOUSLY

*2017-18 Audited
Financial Statement
6804/18*

5.6 2018-19 Budget Update

Director of Finance Mark DeBoer presented the 2018-19 Budget Update.

Trustee Donna Hunt moved:
“to approve the Budget Update for the 2018-2019 fiscal year.”
CARRIED UNANIMOUSLY

*2018-19 Budget
Update
6805/18*

5.7 Trustee Remuneration

Trustee Donna Hunt moved:
“that due to recent changes in income tax regulations effective January 1, 2019, as applied to Trustees, Lethbridge School District No. 51 Board of Trustees increase their honorarium, including per diem rates, to reflect a hold harmless position in after tax dollars.”

In Favour: Tyler Demers, Donna Hunt and Jan Foster

Opposed: Christine Light, Doug James, Lola Major, Clark Bosch

DEFEATED

*Trustee Remuneration
6806/18*

6. District Highlights

- Lola will attend the ceremony where Bill Baum and Craig Findlay will receive a Blackfoot name.
- Tyler was a bingo caller at Lakeview’s Turkey Bingo.
- Doug attended Remembrance Day at General Stewart, breakfast at Immanuel Christian Secondary School, presenter at Chinook (Orlando Bowen) with Bruce Carbert doing an excellent ice breaker.
- Donna attended Remembrance Day at Westminster where a choir performed beautifully, enjoyed the ASBA FGM meeting in Edmonton.
- Christine Light attended the Lakeview Alberta Opera event, Administrators’ Committee banquet went well last week.
- Clark mentioned the WCHS production, Chinook’s dance production, and Remembrance Day ceremonies.

District Highlights

7. Information Items

7.1 Board Chair Report

7.1.1 Breakfast with the Board

All staff at Chinook High School have been invited to

Information Items

*Breakfast with the
Board*

attend Breakfast with the Board on Wednesday, December 5, 2018 followed by a tour of the school by Principal Kevin Wood.

7.2 Associate Superintendent Reports

7.2.1 Business Affairs

Associate Superintendent Christine Lee provided a written Business Affairs report.

Associate Superintendent Reports Business Affairs

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 provided a written Instructional Services report.

Instructional Services

7.3 Superintendent Reports

7.3.1 Board Priorities Report

2018-19 District Priorities report of actions was shared. New curriculum is a huge focus.

Superintendent Report Board Priorities

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.

Acknowledgements of Excellence

7.3.3 2018 Christmas Season Schedule

The 2018 Christmas Season celebrations schedule was shared.

2018 Christmas Season Schedule

7.3.4 Snacks with the Superintendents

Staff at École Nicholas Sheran School have been invited to attend the Snacks with the Superintendent on Wednesday, December 5, 2018.

Snacks with the Superintendents

7.3.8 Calendar of Events

The Calendar of Events was reviewed for the period December 3, 2018 to January 24, 2019.

Calendar of Events

8. Reports

Reports

- | | | |
|-----|--|------------------------------------|
| 8.1 | <u>Policy Advisory Committee – October 24, 2018</u>
Trustee Lola Major provided a written report from the Policy Advisory Committee meeting held October 24, 2018. | <i>Policy Advisory Committee</i> |
| 8.2 | <u>District School Council – November 5, 2018</u>
Trustee Doug James provided a written report from the District School Council meeting held November 5, 2018. | <i>District School Council</i> |
| 8.3 | <u>F.N.M.I. Advisory Committee – November 6, 2018</u>
Trustee Doug James provided a written report from the F.N.M.I Advisory Committee meeting held November 6, 2018. | <i>F.N.M.I. Advisory Committee</i> |
| 8.4 | <u>Facilities Committee – November 6, 2018</u>
Trustee Doug James provided a written report from the Facilities Committee meeting held November 6, 2018. | <i>Facilities Committee</i> |
| 8.5 | <u>ATA Local Council – November 7, 2018</u>
Trustee Donna Hunt provided a written report from the ATA Local Council meeting held November 7, 2018. | <i>ATA Local Council</i> |

Trustee Jan Foster moved:

“to extend the Board meeting beyond 6:00 p.m.”

*Meeting Extension
6807/18*

CARRIED UNANIMOUSLY

- | | | |
|-----|---|--|
| 8.6 | <u>Community Engagement Committee – November 13, 2018</u>
Trustee Christine Light provided an oral report from the Community Engagement Committee meeting held November 13, 2018. | <i>Community Engagement Committee</i> |
| 8.7 | <u>A.S.B.A. Zone 6 General Meeting – November 14, 2018</u>
Trustee Donna Hunt provided a written report from the A.S.B.A. Zone 6 General Meeting held November 14, 2018. | <i>A.S.B.A. Zone 6 General Meeting</i> |
| 8.8 | <u>Poverty Intervention Committee – November 19, 2018</u>
Trustee Christine Light provided a written report from the Poverty Intervention Committee meeting held November 19, 2018. | <i>Poverty Intervention Committee</i> |
| 8.9 | <u>District Student Advisory Council – November 20, 2018</u>
Trustee Doug James provided a written report from the District Student Advisory Council meeting held November 20, 2018. | <i>District Student Advisory Council</i> |

8.10 Policy Advisory Committee – November 21, 2018
Trustee Lola Major provided a written report from the Policy Advisory Committee meeting held November 21, 2018.

*Policy Advisory
Committee*

8.11 Community and Social Development – November 23, 2018
Trustee Jan Foster provided an oral report from the Community and Social Development meeting held November 23, 2018.

*Community and Social
Development
Committee*

9 Correspondence – Received:
9.1 City of Lethbridge

*Correspondence –
Received
City of Lethbridge*

10 Correspondence – Sent: none

Correspondence – Sent

Trustee Christine Light moved:
“to adjourn the meeting at 6:21 p.m.”

CARRIED UNANIMOUSLY

*Adjournment
6808/18*

Clark Bosch,
Chair

Christine Lee,
Associate Superintendent
Business Affairs