



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from October 22 - Next meeting November 26

Organizational Meeting

1. Election of Chair

Clark Bosch was elected to the position of Board Chair.

2. Election of Vice-Chair

Christine Light was elected to the position of 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 2019-2020 year, pending receipt of government grants:

The Board approved the 2019-2020 bank borrowing resolution in the amount of \$500,000 to finance the operation of the school division as required, pending receipt of government funding.

4. Approval of Signing Authority

The Board to 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. Appointments to Committees

The following appointments were made:

Standing Committees:

- 7.1.1 Facilities Committee - Doug James and Tyler Demers
- 7.1.2 Policy Advisory Committee - Lola Major (Clark Bosch - alternate)
- 7.1.3 Community Engagement Committee - Christine Light and Jan Foster
- 7.1.4 Spirit of 51 Committee - Tyler Demers and Lola Major
- 7.1.5 Superintendent Evaluation Committee - Clark Bosch, Lola Major and Christine Light
- 7.1.6 Board Budget Committee - Donna Hunt and Christine Light
- 7.1.7 FNMI Advisory Committee - Doug James (Donna Hunt - alternate)
- 7.1.8 Poverty Intervention Committee - Christine Light (Lola Major - alternate)
- 7.1.9 Board Audit Committee - Clark Bosch and Donna Hunt
- 7.1.10 Division Wellness Committee - Donna Hunt and Jan Foster

Special (ad hoc) Committees:

- 7.2.1 ATA Negotiating Committee - Jan Foster and Clark Bosch
- 7.2.2 CUPE (Local 290) Negotiating Committee - Tyler Demers and Donna Hunt
- 7.2.3 CUPE (Local 2843) Negotiating Committee - Christine Light and Tyler Demers
- 7.2.4 Non Union Staff Committee - Tyler Demers and Jan Foster

(Continued on the next page)

Organizational Meeting

5. Appointments to Committees

The following appointments were made:

Joint Committees:

- 7.3.1 ATA Working Conditions Committee - Clark Bosch and Donna Hunt
- 7.2.3 Business and Education Committee - Doug James (Tyler Demers - alternate)
- 7.4.3 City/School Boards Committee - Lola Major and Jan Foster
- 7.4 Appointment of Board Representatives
 - 7.4.1 ASBA Zone 6 Executive - Donna Hunt (Clark Bosch - alternate)
 - 7.4.2 Division School Council - Christine Light (Doug James - alternate)
 - 7.4.3 Division Student Advisory Council - Lola Major and Doug James
 - 7.4.4 Teachers' Employer Bargaining Association (TEBA) - Tyler Demers
 - 7.4.5 Team Lethbridge - Christine Light and Donna Hunt

Regular Meeting

1. Student Engagement Consultant Presentation

Student Engagement Consultant Jim Kerr provided a presentation for the Board.

The Board received the presentation as information.

2. Approval of International Trips

Winston Churchill High School (WCHS) requested approval to take a group of students on a study tour of Central Europe during Easter break of 2021. The trip will be organized with Explorica, one of the largest and most reputable student travel companies in North America. The educational benefits of the trip and the proposed itinerary were attached. The estimated cost per student is \$3,500. Fundraising opportunities will be explored to offset the cost of the trip.

The WCHS study tour of Central Europe during Easter break of 2021 was approved, on the condition all division policies and procedures are strictly followed.

3. 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, 2020 and then begin a temporary contract with the Board effective February 1, 2020– June 30, 2020 (or the end date as per the appropriate employee calendar).

The Board extended the Voluntary Retirement Package to all employees who are members of the Teachers' Retirement Fund and Local Authorities Pension Plan (CUPE 290, CUPE 2843 and non-union employees) who, by December 6, 2019, submit a letter of retirement effective January 31, 2020. Such employees will be offered a temporary contract effective February 1, 2020 – June 30, 2020 (or the end date as per the appropriate employee calendar).

4. 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 are 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 6 - Attwell Building, December 4 – Christmas Dinner Meeting – Sandman Signature Lethbridge Lodge, January 8 – Attwell Building, February 5 - Attwell Building, March 4 - Attwell Building, April 1 - Attwell Building, May 6 - Attwell Building, June 3 – Dinner Meeting – location TBD

The Board received the report as information and a trustee was identified for each month to attend the remaining 2019-2020 ATA Local Council meetings.

5. Community Engagement Committee Terms of Reference

The Community Engagement Committee had its first meeting and made changes to the Terms of Reference, which were attached, with changes marked in red.

The Board approved the Community Engagement Committee Terms of Reference as presented.

6. Public Forum

Allison Pike raised a concern surrounding the timing of the release of bus route information for the 2019/2020 school year. She added the timing of bus route information, regarding pick up and drop off times, needs to be more reflective of the needs of parents, in order for them to be properly prepared for the new school year.

7. Breakfast With the Board

Lethbridge School Division trustees have a long-standing practice of visiting division 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 division 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 division initiatives and respond to questions staff members may have.

Breakfast with the Board has been scheduled at the Education Centre on Wednesday, Nov. 6, 2019 from 8-8:30 a.m.

The Board received the report as information.

8. 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 19 of the [AGENDA](#).

9. 51-25 Celebration Banquet held September 25, 2019

Each year, the Board recognizes staff members who have served with the Division 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 Division.

The 51-25 celebration was held on September 25, 2019 at the Sandman Signature Lethbridge Lodge.

The new members of the 51-25 club are:

Jacquie Lowe, Johny Mantello, Alana McClain, Jackie Motokado-Bryant, Jennifer Robinson, Donna Stodolka and LeeAnne Tedder.

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 Division staff and students:

Immanuel Christian Secondary School Grade 7 student, Moriah Van't Land, has had the chance to work with Kaetlyn Osmond and Elvis Stojko at Lethbridge Skating Club seminars. Rock the Rink was in Lethbridge October 17 and Moriah was the Special Olympics guest skater.

A student was exhibiting unusual behaviours, staff member Martine Rollingson communicated to parents right away to express her concern and the parents then took the child to the eye doctor and was immediately taken to Children's Hospital and operated on the next day for a condition that was life threatening.

Chinook High School staff Leta Layton, DeAndra Sullivan, and Billy Baum engaged in a learning project with John Chief Calf that focused on the infusion of Indigenous perspective in different curriculum areas. The project truly models the kind of thinking and growth that will lead to the realization of Indigenous understandings as an integral part of teacher and student learning. A video capturing reflection on the project can be found on the Lethbridge Division website here: [CHINOOK](#)

10. Acknowledgements of Excellence

Gilbert Paterson Cross Country team won all six LSAA Divisions and the South Zone 1J championship this month. Ruth Vanden Heuvel, teacher at ICES who is a very busy and dedicated homeroom teacher, organized an awesome Terry Fox run/walk.

WCHS student, Manga Bukuru won the U15 Boys Outdoor Social Nationals in mid-October. The event was held in Edmonton, Alberta. Manga scored the winning penalty kick to send Alberta to the finals against Foothills. Alberta won 2-1 in the final.

WCHS student, Jack Harding was selected to the boy's U18 Team Alberta Francophone Volleyball team, which will represent the province at the Canadian Francophone Games in July in Victoria.

Westminster School renovations are making a difference. Upstairs hallway have new lights, heating and air conditioning, new teaching walls, and every student has their own locker. Teaching staff (photo), parents and students are very appreciative of the upgrades, and it really creates a sense of care and support for our community directly to the students of Westminster School. The bright, temperature controlled teaching spaces are making a real difference to learning. No more sweating (or freezing) impacting the people of the upstairs hallway! Outside, the covered structure that surrounded our backdoor was taken down and our bright welcoming doors have completely eliminated the community traffic that used this area for less sanitary activities. It is a change that has solved a daily problem for us and is so appreciated. The new lights along the back of our building light up our school yard and the surrounding park area like an airport at night. The foot traffic that found shadowy shelter in this area are not frequenting here as a result and it makes those attending the Westminster Hall, the pool area and the park feel much safer during the shorter and darker days of winter. This is an improvement that has school, and community impact and is making a real difference. Overall our improvements send a message of care and expectation for good things to come in our community. It has literally solved much of the needle, loitering, littering, and public sanitation issues that impacted our building. A true example of Universal Design for Learning! Design changes that impact the use of public space and improve opportunity and access for all. Thank you to Daniel Heaton and Chris Chapman and to the Division team that has helped finance and vision these improvements to Westminster School. They are making a difference to our school, students and community.

Thank you to Karen Rancier, Director of Curriculum and Instruction, Ann Muldoon, Director of Inclusive Education, and their team, for the organization of a learning day for teachers in middle and elementary school, as well as support staff. High quality sessions were delivered at three different venues targeting the learning priorities developed collectively. Thank you to the school site administrators at G.S. Lakie, Senator Joyce Fairbairn, and Gilbert Paterson for ensuring the facilities were prepared for the sessions.

Staff who delivered sessions at the Elementary Learning Day: Erin Hurkett for an in-depth, practical and informative session on ELL Benchmarking; Jenn Giles for an engaging session that inspires interactive math strategies that can be integrated seamlessly; École Agnes Davidson staff (Megan Cummins, Matt Vanden Dungen, Chris Firth, Tom Scott, Brandon Morrison) on behalf of all school staff, for sharing their literacy journey.

Lakeview teacher, Lara Hall, is competing in the upcoming New York marathon. The training and commitment going into this challenge is certainly noteworthy.

Registered Apprenticeship Program (RAP)/ Career and Technology Studies (CTS) student(s) Hannah Robidoux-Toker and Kim Perry will be receiving the 2019 High School Apprenticeship Scholarship from the Apprenticeship and Industry Training board.

Fleetwood Bawden Grade 5 student, Cole Jeremias received the Gord Laurie Junior Golf Scholarship for \$500. The award was given in honour of showing outstanding sportsmanship, leadership and a positive attitude.

Congratulations to Lakeview School on its 25th anniversary of Feed the Bug! This initiative has helped raise over \$500,000 for local food banks.

11. Board Priorities Report

The Education Centre 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 can be found on Page 39 of the [AGENDA](#). The Board received the report as information.

12. Donations and Support

Lethbridge School Division is fortunate to be in a community that strongly supports programs and services for students. The Division is appreciative of the difference the support makes to the lives of children. Listed below and attached are the donations and support received by the Division.

Telus employees donated \$3,000 toward the Making Connections Weekends and More (WAM bag) program for local families. Local Telus employees contribute money per paycheque to a community initiative.

The Board received the summary as information.

13. Snacks with the Superintendents

At the beginning of each school year, Executive Council members are designated as school liaisons for each of the Division schools. As a liaison, the Executive Council members represent the Division 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 Division initiatives and respond to questions staff members may have. All the staff of Immanuel Christian Secondary School have been invited to have Snacks with the Superintendents on Thursday, Nov. 14, 2019 beginning at 7:45 a.m.

The Board received the summary as information.

14. Board Reports

Reports were delivered for the Poverty Intervention Committee, Division School Council, Community Engagement Committee, Policy Advisory Committee and the ASBA General Meeting. The reports begin on Page 48 of the [AGENDA](#).

15. Correspondence - Sent

A letter was sent to Adriana LaGrange, Alberta's Minister of Education, to convey the division's appreciation for LaGrange's visit to Coalbanks Elementary School, and the time spent in conversation with the Board, on Sept. 18, 2019.

16. Correspondence - Sent

A letter was sent to Chris Spearman, mayor of the City of Lethbridge, to convey the division's appreciation for the continued support received from the City of Lethbridge to advocate for capital projects in our growing community.

17. Correspondence - Sent

A letter was sent to Adriana LaGrange, Alberta's Minister of Education, to thank the minister for meeting with representatives from the division, along with Holy Spirit Catholic School and the City of Lethbridge, on Sept. 18, 2019.



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