

## MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD MARCH 24, 2020.

### IN ATTENDANCE:

Trustees: Christine Light; Jan Foster; Donna Hunt; Doug James; Lola Major

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

Joined via video conference: Clark Bosch; Tyler Demers; Christine Lee

The Vice Chair assumed the role of Chair and called the meeting to order at 3:42 p.m.

1. Approval of Agenda *Approval of Agenda  
6508/20*  
Trustee Donna Hunt moved:  
“to approve the agenda, as presented.” **CARRIED UNANIMOUSLY**
  
2. Approval of Minutes *Approval of Minutes –  
Regular Meeting  
6509/20*  
Trustee Jan Foster moved:  
“that the minutes of the Regular Meeting of February 25, 2020 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*
  
5. Action Items *Action Items*
  - 5.1 International Trip Approval  
Chinook High School and LCI had requested a joint international trip to Europe but staff were unable to attend this meeting.
  
  - 5.2 Policy Review *Policy Review*  
Trish Syme, Coordinator of Learning and International Education, reviewed the following policies:  
Policy 700.3 Workplace Health and Safety: Hazard Control  
Policy 905.1 Disposition of Property  
Policy 1002.5 Parent/Guardian Responsibilities  
  
Trustee Lola Major moved: *Policy 700.3  
Workplace Health &  
Safety: Hazard Control  
6510/20*  
“to approve Policy 700.3 Workplace Health and Safety: Hazard Control, as amended.” **CARRIED UNANIMOUSLY**  
  
Trustee Lola Major moved: *Policy 905.1  
Disposition of Property  
6511/20*  
“to approve Policy 905.1 Disposition of Property, second

reading.”

**CARRIED UNANIMOUSLY**

Trustee Lola Major moved:

“to approve Policy 905.1 Disposition of Property, third and final reading.”

*Policy 905.1  
Disposition of Property  
6512/20*

Trustee Lola Major moved:

“to approve Policy 1002.5 Parent/Guardian Responsibilities, second reading.”

**CARRIED UNANIMOUSLY**

*Policy 1002.5 Parent /  
Guardian  
Responsibilities  
6813/20*

Trustee Lola Major moved:

“to approve Policy 1002.5 Parent/Guardian Responsibilities, third and final reading.”

*Policy 1002.5 Parent /  
Guardian  
Responsibilities  
6814/20*

5.3 Second Quarter Financial Report

Director of Finance Mark DeBoer presented the 2019-20 Second Quarter Financial Report.

Trustee Donna Hunt moved:

“to approve the 2019-20 Second Quarter Financial Report, as presented.”

**CARRIED UNANIMOUSLY**

*2019-20 Second  
Quarter Financial  
Report  
6815/20*

5.4 Board Budget Belief Statements and Budget Development Timeline

Board Budget Belief Statements and Budget Development Timeline were included in the agenda.

Trustee Donna Hunt moved:

“to approve the Board Budget Belief Statements for 2020-21, as amended.”

**CARRIED UNANIMOUSLY**

*Board Budget Belief  
Statements  
6816/20*

5.5 Three-Year Capital Plan

The 2020-2021 to 2022-2023 Capital Plan was reviewed.

Trustee Jan Foster moved:

“to approve the 2020-2021 to 2022-2023 Capital Plan, as presented.”

**CARRIED UNANIMOUSLY**

*Three Year Capital  
Plan  
6817/20*

6. Division Highlights

- Doug attended the Employee Recognition and the Student Advisory Committee.
- Donna attended the Senator Joyce Fairbairn festival, the funeral of Brian Walker, and Breakfast with the Board at Fleetwood Bawden.

*Division Highlights*

- Jan attended the Employee Recognition and the Family Centre fundraising gala with LCI Jazz Band as entertainment.
- Christine Light attended Spirit of 51 and seeing how our Division has rallied with this crisis. Christine thanked Superintendent Cheryl Gilmore and Executive Council.

7. Information Items

7.1 Board Chair Report

*Information Items  
Breakfast with the  
Board*

7.1.1 Breakfast with the Board

Breakfast with the Board was to be held at the Attwell Building April 8, 2020 and will be cancelled.

7.1.2 High School Graduations

Trustees may receive parent phone calls regarding high school graduations. Principals will be making those decisions soon.

*High School  
Graduations*

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.

*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 Acknowledgements of Excellence

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

*Superintendent Report  
Acknowledgements of  
Excellence*

7.3.2 Calendar of Events

The Calendar of Events was reviewed.  
Remove Breakfast with the Board, Community Engagement Committee, and Division School Council.

*Calendar of Events*

**Public Forum** – none

*Public Forum*

8. Reports

*Reports  
Division School Council*

8.1 Division School Council

Trustee Doug James provided a written report from the Division School Council meeting held March 2, 2020.

*Facilities Committee*

8.2 Facilities Committee

Trustee Doug James provided a written report from Facilities Committee meeting held March 3, 2020.

*F.N.M.I. committee*

8.3 F.N.M.I. Committee

Trustee Doug James provided a written report from the F.N.M.I. Committee meeting held March 4, 2020.

*Poverty Intervention  
Committee*

8.4 Poverty Intervention Committee

Trustee Christine Light provided a written report from the Poverty Intervention Committee meeting held March 4, 2020.

*A.T.A. Local 41 Council*

8.5 A.T.A. Local Council

Trustee Donna Hunt provided an oral report from the A.T.A. Local Council meeting held March 4, 2020.

8.6 Division Student Advisory Council

Trustee Doug James provided a written report from the Division Student Advisory Council meeting held March 10, 2020.

*Division Student  
Advisory Council*

8.7 Policy Advisory Committee

Trustee Lola Major provided a written report from the Policy Advisory Committee meeting held March 11, 2020.

*Policy Advisory  
Committee*

9. Correspondence – Received - none

*Correspondence*

10. Correspondence – Sent - none

The meeting adjourned at 5:12 p.m.

*Adjournment*

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Clark Bosch,  
Chair

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Christine Lee,  
Associate Superintendent  
Business Affairs