

## MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD JUNE 22, 2021.

### In Attendance:

Trustees:	Christine Light; Tyler Demers; Clark Bosch, Jan Foster; Donna Hunt; Doug James
Administrators:	Cheryl Gilmore; Mike Nightingale; Christine Lee; Morag Asquith LeeAnne Tedder (Recorder)
Regrets:	Lola Major

The Board Meeting was live streamed via YouTube due to the gathering restrictions related to COVID-19.

The Chair called the meeting to order at 3:30 pm

1. Approval of Agenda  
Trustee Jan Foster moved:  
“to approve the agenda, as presented.” **CARRIED UNANIMOUSLY**  
*Approval of Agenda  
6704/21*
  
2. Approval of Minutes  
Trustee Donna Hunt moved:  
“that the minutes of the Budget Meeting of May 25, 2021 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY**  
*Approval of Minutes –  
Budget Meeting  
6705/21*  
  
Trustee Jan Foster moved:  
“that the minutes of the Regular Meeting of May 25, 2021 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY**  
*Regular Meeting  
6706/21*
  
3. Business Arising from the Minutes  
There was no business arising from the minutes.  
*Business Arising from  
the Minutes*
  
4. Presentations  
*Presentations*
  - 4.1 ICE Scholarships  
ICE Scholarship winners were recognized and presented their scholarship and certificates by Trustees earlier today.  
*ICE Scholarships*
  
5. Action Items  
*Action Items*
  - 5.1 Co-curricular / Extra-curricular Phase-in Plan  
Trustees reviewed the Phase-in Plan.  
*Co-curricular / Extra-  
curricular Phase-in  
Plan  
6707/21*  
  
Trustee Tyler Demers moved:  
“that the Board approve the Co-curricular / Extra-curricular Phase-in Plan, as presented.” **CARRIED UNANIMOUSLY**

5.2 Authorization of Locally Developed Courses

*Locally Developed Courses*

Alberta Education requires that all locally developed grade 7 to 9 courses be authorized for use by the Board of Trustees.

Trustee Doug James moved:

“that the Board of Trustees approve the use of the following locally developed grade 7 to 9 courses in all Division middle and high schools from September 1, 2021 to August 31, 2025: Football 9, Board Game Design & History 8, Guitar 8, Bible 6-9, Digital Communications 6-8, Robotics 6-9, Games 6-8, Music Appreciation 6, Outdoor Ed 8, Leadership 9, Pop Rock 9, Falcon Academy 6-8, Film Studies 9, Yoga 9, Basketball 6-8, Character through Music 6-8, Creative Pursuits 6-8, Entrepreneurship 6-8, Fitness 6-8, Flag Football 6-8, Forensics 6-8, Functional Fitness Training 6-8, Golf 6-8, Hockey 6-8, Sports Education – Intramurals 6-8, Learner’s License 8, Math Card Games 6-8, Mythology 6-8, Outdoor Education 6-8, Outdoor Leisure 6-8, Podcasting 6-8, Problems and Puzzles 6-8, Raquet Sports 6-8, Read it Watch it 6-8, Sports Performance 6-8, Travel Tourism Geography and Culture 6-8, Volleyball 6-8, Watercolour 6-8, Yoga 6-8, and Cooperative Games 6-8.”

*Locally Developed Courses for grades 7 to 9  
6708/21*

**CARRIED UNANIMOUSLY**

5.3 Implementation of Verification Letter fees for repeat requests

Verification letter request data was shared. Requests will be processed through Permission Click with notification that repeat requests will have a cost attached.

**Verification Letter Suggested Schedule of Fees (for repeat requests)**

<b>Type of Request:</b> CRA/ CPP/MEP/AISH/ Verification of Enrollment/Letter of Acceptance/Extension of Permit/ Other Request under 20 pages	Base (1 student) <i>Includes one printed copy</i>	\$10.00
	Additional Student and/or Printed Copy per Student	\$2.00
<b>Type of Request:</b> Permanent Resident/Citizenship Application/ Legal Request/Other Request over 20 pages	Base (1 student) <i>Includes one printed copy</i>	\$25.00
	Additional Student and/or Printed Copy per Student	\$5.00

Trustee Jan Foster moved:

“that the Board approve the implementation of the above schedule of fees for repeat or redundant verification document requests effective August 1, 2021.”

*Implementation of Verification letter fees for repeat requests  
6709/21*

**CARRIED UNANIMOUSLY**

5.4 Building Brains Together

The Building Brains Together program details were shared.

Trustee Jan Foster moved:

“that the Board approve this amazing opportunity for Early Education and our School Division and support the recommended \$100 monthly fee per student to make this endeavor sustainable.” **CARRIED UNANIMOUSLY**

*Building Brains  
Together fee  
6710/21*

5.5 Third Quarter Financial Report

Director of Finance, Mark DeBoer, reviewed the 2020-2021 Third Quarter Financial Report with Trustees.

Trustee Donna Hunt moved:

“that the Board accept the 2020-2021 Third Quarter Financial Report, as presented.” **CARRIED UNANIMOUSLY**

*Third Quarter  
Financial Report  
6711/21*

6. Division Highlights

Donna attended Chinook’s drive-by graduation.  
Doug acknowledged the ICE Scholarship presentations.  
Christine appreciated being able to award the ICE Scholarship winners. ASBA SGM was a full day of resolutions and meeting in addition to a full day of Professional Learning. Lakeview School was able to go to Henderson Park this week.

*Division Highlights*

7. Information Items

7.1 Board Chair Report

7.1.1 Standing Committees

Standing Committee Annual Report and Terms of Reference Review are due in September 2021.

7.1.2 Pandemic Plan Update

Board Chair Christine Light provided an update including the Extra-curricular / Co-curricular Phase-in Plan.

*Information Items  
Board Chair Report  
Standing Committees*

*Pandemic Plan Update*

7.2 Associate Superintendent Reports

7.2.1 Business and Operations

Associate Superintendent Christine Lee provided a written Business and Operations report.

7.2.2 Human Resources

Associate Superintendent Mike Nightingale provided a written Human Resources report.

*Associate  
Superintendent  
Reports  
Business and  
Operations*

*Human Resources*

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|--|---|
| <p>7.2.3 <u>Instructional Services</u><br/>Associate Superintendent Morag Asquith provided a written Instructional Services report.</p>  | <p><i>Instructional Services</i></p>                      |
| <p>7.3 <u>Superintendent Reports</u></p>   | <p><i>Superintendent Report<br/>Board Priorities</i></p>  |
| <p>7.3.1 <u>Board Priorities Report</u><br/>Board Priorities were included in the agenda.</p>  |   |
| <p>7.3.2 <u>Donations and Support</u><br/>Shaw donated \$5,000 to Dr. Probe School for Maker Station and STEM items.</p>   | <p><i>Donations and Support</i></p>                       |
| <p>7.3.3 <u>Acknowledgements of Excellence</u><br/>LCI and Lethbridge Christian School highlights were included in the agenda.</p>   | <p><i>Acknowledgements of<br/>Excellence</i></p>          |
| <p>7.3.4 <u>L.H. Bussard Award Winners</u><br/>The L.H. Bussard Award winners were recognized.</p>   | <p><i>L.H. Bussard Award<br/>Winners</i></p>              |
| <p>7.3.5 <u>Administration Appointments</u><br/>The administration appointments for the 2021-2022 school year were shared.</p>   | <p><i>Administration<br/>Appointments</i></p>             |
| <p>7.3.6 <u>Calendar of Events</u><br/>The Calendar of Events was included in the agenda.</p>  | <p><i>Calendar of Events</i></p>                          |
| <p>8. <u>Reports</u></p>   | <p><i>Reports<br/>Facilities Committee</i></p>            |
| <p>8.1 <u>Facilities Committee – June 1, 2021</u><br/>Trustee Doug James provided a written report from the Facilities Committee (including Summer Projects) meeting held June 1, 2021.</p>                                      |   |
| <p>8.2 <u>Division School Council – June 7, 2021</u><br/>Trustee Doug James provided an oral report from the Division School Council meeting held June 7, 2021.</p>  | <p><i>Division School Council</i></p>                     |
| <p>8.3 <u>A.S.B.A. Spring General Meeting and PL – June 7-8, 2021</u><br/>Trustee Christine Light provided a written report from the A.S.B.A. Spring General Meeting and Professional Learning sessions held June 7-8, 2021.</p> | <p><i>A.S.B.A. SGM / PL</i></p>                           |
| <p>8.4 <u>Indigenous Education Advisory Committee – June 10, 2021</u><br/>Trustee Doug James provided an oral report from the Indigenous Education Advisory Committee meeting held June</p>                                      | <p><i>Indigenous Education<br/>Advisory Committee</i></p> |

10, 2021.

9. Correspondence Received

9.1 Alberta Minister of Education – June 8, 2021

*Correspondence  
Alberta Minister of  
Education*

**Public Forum**

*Public Forum*

The meeting adjourned at 5:01 p.m.

*Adjournment*

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Christine Light,  
Chair

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Christine Lee,  
Associate Superintendent  
Business Affairs