

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD NOVEMBER 23, 2021.

In Attendance:

Trustees: Andrea Andreachuk; Tyler Demers; Kristina Larkin; Christine Light;
Allison Purcell; Genny Steed; Craig Whitehead
Administrators: Cheryl Gilmore; Mike Nightingale; Christine Lee; Morag Asquith;
LeeAnne Tedder (Recorder)

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 2:04 p.m.

1. Move to In-Camera

Trustee Kristina Larkin moved:

“that the Board move to In-Camera.” **CARRIED UNANIMOUSLY**

*Move to In-Camera
6840/21*

The Chair reconvened the meeting at 3:40 p.m.

2. Approval of Agenda

Trustee Christine Light moved:

“to approve the agenda, as presented.” **CARRIED UNANIMOUSLY**

*Approval of Agenda
6841/21*

3. Approval of Minutes

Trustee Andrea Andreachuk moved:

“that the minutes of the Organizational meeting of November 1, 2021 be approved and signed by the Chair.”

CARRIED UNANIMOUSLY

*Approval of Minutes –
Organizational
Meeting
6842/21*

Trustee Christine Light moved:

“that the minutes of the regular meeting of November 1, 2021 be approved and signed by the Chair.” **CARRIED UNANIMOUSLY**

*Regular Meeting
6843/21*

4. Business Arising from the Minutes

There was no business arising from the minutes.

*Business Arising from
the Minutes*

5. Presentations

5.1 Health Services for Students

Associate Superintendent Morag Asquith presented.

*Presentations
Health Services for
Students*

6. Action Items

6.1 2020-21 Audited Financial Statement

Director of Finance, Mark DeBoer, and Auditors Avice DeKelver

Action Items

and Will ZoBell reviewed the financial statements.

Trustee Craig Whitehead moved:
“that the Board approve the Audited Financial Statements for the 2020-21 fiscal year, as presented.”

*2020-21 Audited
Financial Statement
6844/21*

CARRIED UNANIMOUSLY

6.2 2021-22 Budget Update

Director of Finance, Mark DeBoer, reviewed the Budget Update.

Trustee Andrea Andreachuk moved:
“to approve the Budget Update for the 2021-22 fiscal year, as presented.”

*Budget Update
6845/21*

CARRIED UNANIMOUSLY

Public Forum

Public Forum

6.3 Division Assurance Results Report

Superintendent Cheryl Gilmore reviewed the report and thanked Division leadership for their contributions.

Trustee Christine Light moved:
“to approve the 2020-2021 Assurance Results Report, as presented.”

*2020-21 Assurance
Results Report
6846/21*

CARRIED UNANIMOUSLY

6.4 Policy Review

The Board reviewed Policies 402.8.2 Medical Examinations and 403.2 Employee Resignations.

Trustee Craig Whitehead moved:
“that the Board accept Policy 402.8.2 Medical Examinations, as amended.”

*Policy 402.8.2 Medical
Examinations
6847/21*

CARRIED UNANIMOUSLY

Trustee Craig Whitehead moved:
“that the Board accept Policy 403.2 Employee Resignations, as amended.”

*Policy 403.2 Employee
Resignations
6848/21*

CARRIED UNANIMOUSLY

Trustee Craig Whitehead moved:
“to extend the meeting past 6:00 p.m.”

CARRIED UNANIMOUSLY

*Meeting extended
past 6:00 pm
6849/21*

Meeting suspended at 5:45 p.m.
Meeting reconvened at 5:52 p.m.

6.5 Voluntary Retirement

Associate Superintendent, Human Resources, Mike Nightingale reviewed the details included in the agenda.

Trustee Christine Light moved:

“that the Board extend the Voluntary Retirement opportunity to employees who qualify to collect a pension and are members of the Alberta Teachers’ Retirement Fund or Local Authorities Pension Plan (CUPE 290, CUPE 2843 and non-union employees). Employees intending to access this opportunity will be required to notify the Division in writing, per the process outlined by the Division by December 17, 2021 and submit a letter of retirement effective January 31, 2022. These employees will be offered a temporary contract effective February 1, 2022 – June 29, 2022 (or the end date as per the appropriate employee calendar).” **CARRIED UNANIMOUSLY**

*Voluntary Retirement
6850/21*

6.6.1 Superintendent Evaluation Committee

Terms of Reference dates will be updated to 2022.

Trustee Craig Whitehead moved:

“that the Superintendent Evaluation Committee composition be changed to the whole Board.” **RESCIND**

Trustee Craig Whitehead moved:

“that the Board send Policy 301.3 to Policy Advisory Committee to discuss whether or not the whole Board should be on that committee.” **CARRIED**

In Favour: Craig Whitehead, Kristina Larkin, Genny Steed, Andrea Andreachuk, Allison Purcell

Opposed: Tyler Demers, Christine Light

*Superintendent
Evaluation Committee
Policy 301.3
Evaluation Process for
Superintendent of
Schools
6851/21*

Trustee Craig Whitehead moved:

“that the Board approve the updated Superintendent Evaluation Committee Terms of Reference.”

CARRIED UNANIMOUSLY

*Superintendent
Evaluation Terms of
Reference
6852/21*

6.6.2 Terms of Reference and Numbers of Appointed Trustees

Trustee Craig Whitehead moved:

“that the Board approve that we send to the Policy Advisory Committee the following changes, Policy 204.1 that any committee that has one trustee and an alternate be changed to two trustees with no alternate - Policy Advisory Committee, Indigenous Education, Poverty Intervention Committee and

Division Wellness Committee.” **RESCIND**

Trustee Craig Whitehead moved:

“that the Board look at the Committees at a Committee of the Whole meeting and send recommendations to the Policy Committee.”

Allison Purcell friendly amendment: “that we request the Division provide information on the rationale for the composition of the committees and bring that back to the Committee of the Whole on December 7, 2021.”

*Terms of Reference
composition historical
review
6853/21*

CARRIED UNANIMOUSLY

Meeting suspended at 6:50 p.m.

Meeting reconvened at 7:00 p.m.

6.7 Advocacy – Bill 70 Inclusion of School Jurisdictions

Trustee Allison Purcell moved:

“that the Board send correspondence to the Honourable Kaycee Madu requesting that a regulation be put into force that applies Bill 70 COVID-19 RELATED MEASURES ACT to all school divisions and schools across Alberta.”

Friendly amendment:

“discuss this at ASBA Zone 6 and send correspondence to the Honourable Kaycee Madu requesting that a regulation be put into force that applies Bill 70 COVID-19 RELATED MEASURES ACT to all school division and schools across Alberta.”

*Bill 70 Inclusion of
School Jurisdictions
6854/21*

CARRIED UNANIMOUSLY

7. Division Highlights

Andrea connected with her four schools.

Kristina visited Park Meadows, Dr. Plaxton and Chinook Blackfoot flag raising.

Genny noted Senator Buchanan’s Leadership Program.

Craig will tour Fleetwood Bawden tomorrow and toured Wilson noting the new guitar program.

Christine attended the Blackfoot confederacy flag, visited schools and taught municipal government in a grade 6 classroom.

Allison attended Lakeview and Nicholas Sheran School Council meetings. Virtual attendance of the Chinook Blackfoot flag raising.

Division Highlights

8. Information Items

8.1 Board Chair Report

8.1.1 Transportation

*Information Items
Transportation*

Parents have concerns with transportation. We are making efforts to keep our kids safe and getting our students to school on time. Communication is not always consistent. There is a driver shortage. We continue to work with Southland to refine communication. Cheryl Shimbashi is our Transportation Coordinator.

8.2 Associate Superintendent Reports

8.2.1 Business and Operations

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

Associate Superintendent Reports Business and Operations

8.2.2 Instructional Services

Associate Superintendent Morag Asquith provided a written Instructional Services report.

Instructional Services

8.2.3 Human Resources

Associate Superintendent Mike Nightingale provided a written Human Resources report.

Human Resources

8.3 Superintendent Reports

8.3.1 Board Priorities Report

Board Priorities were included in the agenda.

Superintendent Report Board Priorities

8.3.2 COVID Update

Updates will be available on the website. As context changes occur, schools respond. The Division is guided by Alberta Health Services and government. Restriction Exemption Program (REP) serves as a base for anything outside of curriculum delivery. School councils and parents can connect with administrators to support schools. Secondary Principals and Executive Council meet bi-weekly to review REP at school events.

COVID Update

8.3.3 Acknowledgements of Excellence

Victoria Park, Gilbert Paterson and General Stewart were showcased.

Acknowledgements of Excellence

8.3.4 Town Hall Meeting

Town Hall will be a virtual event on February 1, 2022. The topic will be determined at the next meeting. Community Engagement Committee will meet. Trustees

Town Hall Meeting

move between rooms to listen to conversations.

8.3.5 Annual Board Planning Retreat

The Board determined that the annual planning retreat will be held in Lethbridge.

*Annual Board Planning
Retreat*

8.3.6 Calendar of Events

Additions/changes:

December 6 Facilities Committee

December 7 Committee of the Whole

December 7 Superintendent Evaluation Committee

December 8 Policy Advisory Committee

January 19 ASBA Zone 6 Meeting

Calendar of Events

9. Reports

*Reports
ASBA Zone 6*

9.1 ASBA Zone 6 Meeting – November 4, 2021

Trustee Allison Purcell provided a written report from the ASBA Zone 6 meeting held November 4, 2021.

9.2 Division School Council – November 8 2021

Trustee Allison Purcell provided a written report from the Division School Council meeting held November 8, 2021.

Division School Council

9.3 Policy Advisory Committee – November 10, 2021

Trustee Craig Whitehead provided a written report from the Policy Advisory Committee meeting held November 10, 2021.

*Policy Advisory
Committee*

9.4 ASBA Fall General Meeting – November 14 to 16, 2021

Trustee Kristina Larkin provided a written report from the ASBA Fall General meeting held November 14 to 16, 2021.

ASBA FGM

9.5 Audit Committee – November 16, 2021

Trustee Tyler Demers provided a written report from the Audit Committee meeting held November 16, 2021.

Audit Committee

10. Correspondence Sent

*Correspondence Sent
Student Advocacy
Letter*

10.1 Student Advocacy letter – November 17, 2021

11. Correspondence Received

*Correspondence
Received
Chinook's Edge
Brooklyn Oviatt*

11.1 Chinook's Edge – November 17, 2021

11.2 Brooklyn Oviatt – email sent to Trustees

Trustee Christine Light moved:
"to adjourn to In-Camera at 8:38 p.m."

CARRIED UNANIMOUSLY

*Adjourn to In-Camera
6855/21*

Meeting reconvened at 9:24 p.m.

Trustee Andrea Andreachuk moved:
“to adjourn the meeting at 9:24 p.m.”

CARRIED UNANIMOUSLY

*Adjournment
6856/21*

Allison Purcell,
Chair

Christine Lee,
Associate Superintendent
Business and Operations