

MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD November 28, 2023.

In Attendance:

Trustees: Christine Light; Allison Purcell; Genny Steed; Kristina Larkin, Andrea Andreachuk, Tyler Demers
Administrators: Mike Nightingale, Christine Lee, Robbie Charlebois
Regrets: Morag Asquith
Via Teams: Craig Whitehead

Vice Chair Christine Light called the meeting to order at 1:05 p.m.

1. Move to In-Camera

Trustee Tyler Demers moved:

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

*Move to In-Camera
7192/23*

Allison Purcell arrived at 1:07pm

Kristina Larkin arrived at 1:09pm

Genny Steed arrived at 1:10pm

Trustee Andrea Andreachuk moved to reconvene the meeting at 2:51 p.m.

Reconvene Meeting

Board Chair Allison Purcell called a recess at 2:51p.m.

The meeting resumed at 3:06p.m.

2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial
Acknowledgement*

3. Consent Agenda

Committee Reports:

- 3.1 Audit Committee
- 3.2 Division School Council
- 3.3 Community Engagement Committee
- 3.4 Superintendent Evaluation Committee

Consent Agenda

4. Approval of Agenda

Additions to the Agenda:

- 10.3 Division School Council
- 10.4 Superintendent Evaluation Committee
- Removal of 9.1 International Trip Approval
- Addition of 8.7 extra-curricular lead teachers

Trustee Christine Light moved:
“to approve the agenda, as amended.”

*Approval of Agenda
7193/23*

CARRIED UNANIMOUSLY

5. Approval of Minutes for October 24, 2023

Trustee Andrea Andreachuk moved:

“The minutes of the meeting of October 24, 2023 be approved and signed by the chair”

*Approval of Minutes
from October 24, 2023
7194/23*

CARRIED UNANIMOUSLY

6. Business Arising from the Minutes

None

*Business Arising from
the Minutes*

7. Associate Superintendent Reports

7.1 Business and Operations

Associate Superintendent Christine Lee provided a written report.

*Associate
Superintendent
Reports
Business and
Operations*

7.2 Instructional Services

Associate Superintendent Morag Asquith provided a written report.

Instructional Services

7.3 Human Resources

Associate Superintendent Robbie Charlebois provided a written report.

Human Resources

8. Superintendents Report

8.1 Board Priorities Report

Board Priorities were included in the agenda.

*Superintendents
Report
Board Priority Report*

8.2 Donations and Support

A memo outlining the generous donations to schools has been included in the agenda.

Donations and Support

8.3 Acknowledgement of Excellence

Acknowledgements of excellence and reports showcasing the accomplishments of Dr. Robert Plaxton Elementary and Lethbridge Christian Elementary Schools are included in the agenda.

*Acknowledgement of
Excellence*

8.4 Board Strategic Planning

The board discussed strategic direction for the retreat planned in March 2024.

*Board Strategic
Planning*

8.5 Calendar of Events

Calendar of Events

Calendar of Events was included in the agenda.

-Update Boundary Alignment Committee from December 7th to 12th.

8.6 Town Hall

Town Hall

A memo outlining the questions and process for Town Hall 2024 was included in the agenda.

8.7 Extra-Curricular Lead Teachers

Extra-Curricular Lead Teachers

Superintendent Mike Nightingale gave an oral update on the hiring of 3 part time lead teachers and their scope of work.

9. Presentations

9.1 2023-24 Budget Update

2023-24 Budget Update

Director of Finance, Avice DeKolver, presented the 2023-24 budget update as included in the agenda.

10. Action items

10.1 2022-23 Audited Financial Statements

2022-23 Audited Financial Statements 7195/23

Trustee Kristina Larkin moved:

“That the Board approve the Audited Financial Statements for the 2022-2023 fiscal year as presented.”

CARRIED UNANIMOUSLY

Public Forum- None

10.2 Division Assurance Results Report

Division Assurance Results Report 7198/23

Trustee Christine Light moved:

“That the Board approve the 2022-2023 Assurance Results Report as presented.”

CARRIED UNANIMOUSLY

10.3 Policy Review:

Trustee Genny Steed moved:

“That the board adopt the revision to policy 204.10 Board Meeting Agendas as presented.”

Policy 204.10 7196/23

For: Craig Whitehead, Allison Purcell, Tyler Demers, Genny Steed, Christine Light, Kristina Larkin

Against: Andrea Andreachuk

CARRIED

Trustee Genny Steed moved:

“That the Board amend the membership of the Policy Advisory Committee to include a total of three parent representatives from Division School Council, one of these parent representatives will come from the elementary school level, one from the middle school level and one from the high school level for a total of three parent representatives.”

*Policy Advisory
Committee
membership
7197/23*

CARRIED UNANIMOUSLY

10.4 PSBAA Funding:

Trustee Craig Whitehead moved:

“That the board approve, effective September 1st, 2023, all expenses incurred by trustees in attending Public School Board Association meetings be paid out of the general governance budget.”

For: Craig Whitehead, Allison Purcell, Andrea Andreachuk, Tyler Demers, Genny Steed

*PSBAA Funding
7199/23*

Against: Christine Light, Kristina Larkin

CARRIED

10.5 Per Diem Days

After clarifying discussion, Trustee Craig Whitehead withdrew the motion.

Trustee Allison Purcell moved:

“That the board extend the meeting past 6:00pm”

*Extend the Meeting
7200/23*

CARRIED UNANIMOUSLY

11. Division Highlights

Allison- Remembrance Day ceremonies, shout out to Chinook Football team and their culture of giving back through their pancake breakfast and volunteering with seniors to attend the Rotary Christmas Supper.

Division Highlights

Christine- School Council meetings, Tech Tour, ASBA FGM.

Andrea- Halloween at Buchanan and Plaxton, Medicine Hat play and learn tour, Remembrance Day assemblies, Tech Tour, ASBA FGM.

Kristina- Visited schools in Colombia and discussed the re3 competition as a shared experience.

Craig- Thank you to Jesse Sadlowski for providing a private Tech Tour, Remembrance Day ceremony at Gilbert Patterson, ASBA and PSBAA meetings.

Genny- Technology Engagement panel

12. Board Chair Report

12.1.1 Community Conversations

Board Chair, Allison Purcell, provided an oral update on upcoming Community Conversations events.

*Board Chair Report
Community
Conversations*

12.2 School Christmas Events

A memo outlining all the Christmas school events was included in the agenda.

*School Christmas
Events*

12.3 Division School Council Report

Trustee Allison Purcell clarified that Division School Council is December 4th at 6:30 and Community Engagement Committee is on December 6th.

Division School Council

12.4 Superintendent Evaluation

Trustee Allison Purcell provided an update on the proposed changes to the Superintendent Evaluation Policy

*Superintendent
Evaluation*

13. Correspondence Received

None.

*Correspondence
Received*

14. Correspondence Sent

14.1 Letter to Economic Development Lethbridge

14.2 Public Forum Response to Aiden Fletcher

14.3 Public Forum Response to Mel Fletcher

Correspondence Sent

13 Adjournment

Trustee Christine Light moved:

“to move into in-camera at 6:17 P.M.”

CARRIED UNANIMOUSLY

*Move to In-Camera
7188/23*

Trustee Craig Whitehead reconvened the meeting at 6:42 P.M.”

Meeting Reconvened

Trustee Allison Purcell moved:

“To adjourn the meeting at 6:42P.M.”

CARRIED UNANIMOUSLY

*Adjournment
7189/23*

Allison Purcell,
Chair

Christine Lee,
Associate Superintendent
Business and Operations