

## MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD DECEMBER 19, 2023.

### In Attendance:

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

Trustee Allison Purcell called the meeting to order at 1:06 p.m.

#### 1. Move to In-Camera

Trustee Kristina Larkin moved:  
“that the Board move to In-Camera.”

*Move to In-Camera  
7205/23*

**CARRIED UNANIMOUSLY**

Trustee Craig Whitehead moved to come out of the in-camera meeting at 2:16 pm.

*Reconvene Meeting*

Trustee Allison Purcell recessed the meeting at 2:16pm  
Trustee Allison Purcell reconvened the meeting at 2:30pm

#### 2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial  
Acknowledgement*

#### 3. Consent Agenda

##### Committee Reports:

- 3.1 Facilities Committee
- 3.2 School Boundary Alignment Committee
- 3.3 Division School Council
- 3.4 Policy Advisory Committee
- 3.5 Poverty Intervention Committee
- 3.6 ATA Local Council Meeting

*Consent Agenda*

#### 4. Approval of Agenda

##### Additions to the Agenda:

- 12.2 Division School Council Report
- 10.4 Mileage

Trustee Andrea Andreachuk moved:  
“to approve the agenda, as amended.”

*Approval of Agenda  
7206/23*

**CARRIED UNANIMOUSLY**

5. Approval of Minutes for November 27, 2023

- Change wording to read “Trustee Christine Light moved to come out of in camera at 12:16pm”

Trustee Craig Whithead moved:

“The minutes of the Special meeting of November 27, 2023 be approved as amended and signed by the chair”

*Approval of Minutes  
from November 27,  
2023  
7207/23*

**CARRIED UNANIMOUSLY**

Approval of Minutes for November 28, 2023

- Change wording to read “Trustee Andrea Andreachuk moved to come out of camera at 2:51pm”

Trustee Andrea Andreachuk moved:

“The minutes of the meeting of November 28, 2023 be approved and signed by the chair”

*Approval of Minutes  
from November 28,  
2023  
7208/23*

**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

*Donations and Support*

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

8.3 Acknowledgement of Excellence

*Acknowledgement of Excellence*

Acknowledgements of excellence and reports showcasing the accomplishments of Immanuel Christian Elementary and Senator Joyce Fairbairn Middle Schools are included in the agenda.

9.4 Calendar of Events

*Calendar of Events*

Calendar of Events was included in the agenda. Items to be added:

- January 18 at 12:00pm Board and Administrator Committee Budget Lunch.
- Indigenous Education Committee January 24 at 9:00am
- January 9 at 1:00pm Boundary Alignment Committee

9.5 Annual Assurance Results Report Addendum

An update to the Annual Assurance Results Report was included in the agenda as an information item.

Trustee Craig Whitehead moved:

“That we add to our Assurance Plan, page 26 Early Years Literacy and Numeracy Assessment.”

*Annual Assurance  
Results Report  
Addendum  
7209/23*

**CARRIED UNANIMOUSLY**

9. Action items

9.1 Superintendent Evaluation Policy

- Amend item 8 to read “the report shall be brought to the board for approval.”

Trustee Allison Purcell moved:

“That the Board adopt the proposed revisions to policy 301.3 Evaluation Process for the Superintendent as amended.”

*Superintendent  
Evaluation Policy  
7210/23*

**CARRIED UNANIMOUSLY**

9.2 Policy Advisory Committee Terms of Reference

*Policy Advisory  
Committee Terms of  
Reference*

Decision to send the terms of reference back to the Policy Advisory Committee to bring recommended amendments to the board for approval.

9.3 Policy 504.11 Healthy Nutritional Choices

Trustee Craig Whitehead moved:

“That policy 504.11 Healthy Nutritional Choices be rescinded and be assigned to the Superintendent to be developed as a procedure.”

*Policy 504.11 Healthy  
Nutritional Choices  
7211/23*

**CARRIED UNANIMOUSLY**

9.4 Kinder Care Pilot Program

Trustee Andrea Andreachuk moved:

“That the Division explore the possibility of running up to three kinder care pilot programs for the 2024/2025 school year. Kinder care programs typically combine traditional Kindergarten programming during regular school time with play-based programs during non-school time.”

*Kinder Care Pilot  
Program  
7212/23*

**CARRIED UNANIMOUSLY**

9.5 Mileage

Trustee Kristina Larkin moved:

“The Lethbridge School Division mileage reimbursement rate be increased from 50.5 cents per kilometre to 55 cents per kilometre effective January 1, 2024.”

*Mileage  
7213/23*

**CARRIED UNANIMOUSLY**

10. Division Highlights

**Allison-** Winter celebration at General Stewart, Coalbanks winter concert, Immanuel Christian Advent Chapel, serving Victoria Park lunch, ICES Christmas chapel.

*Division Highlights*

**Andrea-** Senator Buchanan snowflake ball and turkey lunch, ICSS and Paterson concert, Plaxton winter wonderland night, Coalbanks concert, ATA meal, General Stewart concert, Mean Girls the Musical.

**Kristina-** Fairbairn fine arts evening, Westminster seasonal celebration and performance, Galbraith winter feast, LCI band concert at Southminster, congrats to chinook for winning the Tri high food drive.

**Genny-** Enjoyed several holiday events at various schools.

11. Board Chair Report

11.1.1 Community Conversations

The next community conversations will be Tuesday January 16<sup>th</sup> from 1:00-2:30 on the North side.

*Board Chair Report  
Community  
Conversations*

**Public Forum:**

*Public Forum*

Nicole Williams spoke to allowing School Councils autonomy to decide whether to participate in an ASCA membership every year going forward.

11.2 Division School Council Report

*Division School Council  
Report*

Clarification regarding the new funding announcement. Report will be amended to reflect more accurate numbers.

12. Correspondence Received

*Correspondence  
Received*

None.

13. Correspondence Sent

*Correspondence Sent*

None.

14. Adjournment

Trustee Tyler Demers moved:

*Move to In-Camera  
7214/23*

“to move into in-camera at 5:08 P.M.”

**CARRIED UNANIMOUSLY**

Trustee Craig Whitehead moved out of in-camera at 6:18pm”

*Meeting Reconvened*

Trustee Allison Purcell moved:

*Adjournment  
7215/23*

“To adjourn the meeting at 6:18pm”

**CARRIED UNANIMOUSLY**

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Allison Purcell,  
Chair

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Christine Lee,  
Associate Superintendent  
Business and Operations