

# MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD JANUARY 23, 2024.

## In Attendance:

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

Trustee Christine Light called the meeting to order at 1:03 p.m.

### 1. Move to In-Camera

Trustee Andrea Andreachuk moved:  
“that the Board move to In-Camera.”

*Move to In-Camera  
7216/24*

**CARRIED UNANIMOUSLY**

Trustee Kristina Larkin moved to come out of the in-camera meeting at 2:24 pm.

*Reconvene Meeting*

Trustee Allison Purcell arrived at 2:30 pm.

### 2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial  
Acknowledgement*

### 3. Consent Agenda

#### Committee Reports:

- 3.1 School Boundary Alignment Committee- January 9, 2024
- 3.2 School Boundary Alignment Committee- January 16, 2024
- 3.3 Division School Council
- 3.4 Policy Advisory Committee
- 3.5 Wellness Committee
- 3.6 Community Engagement Committee

*Consent Agenda*

Genny Steed requested to move items numbered 3.5 Wellness Committee and 3.4 Policy Advisory Committee reports to Information Items as 12.3 and 12.4 respectfully to the regular meeting agenda. As there were no objections the. consent agenda was adopted as amended.

### 4. Approval of Agenda

Additions to the Agenda:

- 10.6 Policy Consultant

Trustee Craig Whitehead moved:  
“to approve the agenda, as amended.”

**CARRIED UNANIMOUSLY**

*Approval of Agenda  
7217/24*

5. Approval of Minutes for December 18, 2023

- Christine Light was not present during the meeting of December 18th, minutes will be amended to mark her absent.

Trustee Kristina Larkin moved:

“The minutes of the Special meeting of December 18, 2023 be approved as amended and signed by the chair”

**CARRIED UNANIMOUSLY**

*Approval of Minutes  
from December 18,  
2023  
7218/24*

Approval of Minutes for December 19, 2023

- Amend consent agenda approval to read “Trustee Allison Purcell requested that item 3.3 Division School Council Report be moved from the consent agenda for discussion in the regular meeting agenda. As there were no objections the consent agenda was adopted as amended”

Trustee Andrea Andreachuk moved:

“The minutes of the meeting of December 19, 2023 be approved as amended and signed by the chair”

**CARRIED UNANIMOUSLY**

*Approval of Minutes  
from December 19,  
2024  
7219/24*

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

*Superintendents  
Report  
Board Priority Report*

8.1 Board Priorities Report

Board Priorities were included in the agenda.

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 Gerald B. Probe Elementary and Lethbridge Collegiate Institute High School are included in the agenda.

8.4 Town Hall

*Town Hall*

A memo outlining the details for Town Hall February 6<sup>th</sup> 2024 was included in the agenda.

8.5 Calendar of Events

*Calendar of Events*

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

- Spirit of 51 Committee January 31<sup>st</sup> 9:00 am
- Trustee Boundary Meeting February 29<sup>th</sup> 3:00pm
- ASBA Zone 6 meeting February 14<sup>th</sup>- virtual
- Community Engagement Committee February 28<sup>th</sup> at 7:00pm
- February 8<sup>th</sup> and 9<sup>th</sup> PSBAA Council meeting.

9. Presentations

*Presentations*

None.

10. Action items

10.1 First Quarter Financial Report

Trustee Craig Whithead moved:

“That the Board approve the 2023-2024 First Quarter Financial Report as presented.”

*First Quarter Financial  
Report  
7220/24*

**CARRIED UNANIMOUSLY**

10.2 Policy 601.2.1 School Year

Trustee Craig Whitehead moved:

“That the board take policy 601.2.1 School Year and return it back to the Policy Advisory Committee as a priority, and to return to the board after feedback from all stakeholders.”

*Policy 601.2.1  
7221/23*

**CARRIED UNANIMOUSLY**

Trustee Allison Purcell called for a recess at 4:35pm  
Trustee Allison Purcell reconvened the meeting at 4:46 pm

**Public Forum-** Nicole Williams made a public forum presentation on the topic of the Alberta School Councils' Association.

*Public Forum*

#### 10.3 School Year Calendar for 2024-2025

Trustee Genny Steed:

"That the board request the Superintendent to investigate how best to provide adequate time to our Kindergarten teachers to perform parent teacher interviews in March, and report that information back to the Board for the Board to consider amending the calendar."

*Kindergarten PTI  
Dates 2024/25  
7222/24*

For: Allison Purcell, Christine Light, Tyler Demers, Kristina Larkin, Andrea Andreachuk, Genny Steed

Against: Craig Whitehead

**CARRIED**

Trustee Andrea Andreachuk moved:

"That the board amend the calendar to move the March 17<sup>th</sup> division wide PL day to the end of Easter Break."

*Move Division Wide PL  
7223/24*

For: Genny Steed, Andrea Andreachuk

Against: Tyler Demers, Allison Purcell, Christine Light, Kristina Larkin, Craig Whitehead.

**DEFEATED**

Trustee Craig Whitehead moved:

"That the board accept the calendar for Lethbridge school division for 2024/2025 as presented."

*Division Calendar  
approval  
7224/24*

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

Against: Andrea Andreachuk

**CARRIED**

Trustee Genny Steed moved:

"The Board request the Superintendent to explore the potential to provide additional time for Kindergarten parent teacher interviews in March of 2024."

*Kindergarten PTI  
Dates 2023/24  
7225/24*

For: Allison Purcell, Andrea Andreachuk, Genny Steed, Tyler Demers, Christine Light

Against: Craig Whitehead, Kristina Larkin

**CARRIED**

#### 10.4 Surveys

Trustee Genny Steed moved:

“That the board requests the Superintendent to provide information about how surveys are designed, distributed and utilized by our division, as well as divisions of similar composition to ours, and that the board allows 45 days for receipt of this information.”

*Surveys  
7226/24*

For: Genny Steed, Andrea Andreachuk, Allison Purcell, Christine Light, Craig Whitehead

Against: Kristina Larkin, Tyler Demers

**CARRIED**

Trustee Christine Light moved

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

*Extend the meeting  
7227/24*

**CARRIED UNANIMOUSLY**

Christine Light left the meeting at 6:29 pm

#### 10.5 ASCA Funding

Trustee Genny Steed moved

“The board allow the decision regarding ASCA membership to continue to be made by school councils on an individual basis each year.”

*ASCA Membership  
7228/24*

**CARRIED UNANIMOUSLY**

(Christine Light was absent for vote)

Trustee Genny Steed moved

“The board consider School Councils choosing not to purchase an annual ASCA membership be granted access to the funds originally reserved to cover membership cost to be used as needed by the council for parent learning purposes.”

*ASCA Membership  
Funds  
7229/24*

**CARRIED UNANIMOUSLY**

(Christine Light was absent for vote)

Trustee Genny Steed moved

“The Board create a general fund for monies allocated to cover the ASCA conference and the AGM registration fees and develop a framework for the equal distribution for those wishing to attend the conference and AGM.”

*ASCA AGM Funds  
7230/24*

**CARRIED UNANIMOUSLY**

(Christine Light was absent for vote)

Christine Light returned to the meeting at 6:38pm

10.6 Policy Consultant

Craig whitehead moved

"To move in camera at 6:38 pm."

*Move In-Camera  
7231/24*

**CARRIED UNANIMOUSLY**

Trustee Craig Whitehead moved to return out of camera at 7:08 pm

*Reconvene Meeting*

**Trustee Craig Whithead moved**

"That the Board hire a consultant for the express purpose of helping us re-do our policies, and that we enter into a negotiation with that consultant."

*Policy Consultant  
7232/24*

**CARRIED UNANIMOUSLY**

11. Division Highlights

*Division Highlights*

**Allison-** Victoria Park Holiday Lunch

**Andrea-** Congratulations to Senator Buchanan for picking up city Christmas trees earning \$10,000 for their nutrition program, Board and Administrator Budget Session, Working with LCI EAs as they learn sign language.

**Kristina-** ICE Scholarship applications have now opened.

**Genny-** highlighting students and teachers and their hard work preparing for final exams right now.

**Craig-** High school boys basketball games, school councils

12. Board Chair Report

12.1.1 Community Conversations

Allison will be booking a March date on the west side and a February date if time allows.

*Board Chair Report  
Community  
Conversations*

12.2 PSBAA Update

Trustee Craig Whitehead provided an oral report on the upcoming PSBAA conference and awards ceremonies.

*PSBAA Update*

12.3 Policy Advisory Committee

Trustee Genny Steed would like to publicly highlight the new policy feedback page on our website. This will be updated monthly with the policies up for review as well as the draft amendments.

*Policy Advisory  
Committee*

12.4 Wellness Committee

Trustee Genny Steed wanted to highlight the presentation of new curriculum and ask if there was any pertinent information to the board. Trustee Kristina Larkin clarified that the board would be given the opportunity to have a presentation on curriculum revisions at a future meeting.

*Wellness Committee*

13. Correspondence Received

None.

*Correspondence  
Received*

14. Correspondence Sent

*Correspondence Sent*

14.1 Public Forum Response to Nicole Williams

A copy of the Public Forum Response letter to Nicole Williams was included in the agenda.

15. Adjournment

Trustee Craig Whitehead moved:

“to move into in-camera at 7:22P.M.”

*Move to In-Camera  
7233/24*

**CARRIED UNANIMOUSLY**

Trustee Tyler Demers moved out of in-camera at 7:57pm”

*Meeting Reconvened*

Trustee Allison Purcell moved:

“To adjourn the meeting at 7:57pm”

*Adjournment  
7234/24*

**CARRIED UNANIMOUSLY**

---

Allison Purcell,  
Chair

---

Christine Lee,  
Associate Superintendent  
Business and Operations