



# Highlights from the Regular Meeting of the Board of Trustees

## Meeting highlights from June 25

### - Next meeting Sept. 10 (Organizational Meeting) -

#### 1. Committee Reports

Reports were delivered from the Policy Advisory Committee, Wellness Committee, Community Engagement Committee and the Indigenous Education Committee. The ATA Meeting Report was also delivered. The reports can be found beginning on Page 3 of the [AGENDA](#).

#### 2. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations and Robbie Charlebois, Associate Superintendent, Human Resources delivered their respective reports for the Board. The Instructional Services report was also presented. To read the reports, see Page 49 of the [AGENDA](#).

#### 3. Board Priorities Report

The Division Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. The priority areas as identified by the Board at the spring, 2024 retreat are attached. An update on progress regarding the implementation of strategies under each priority area was provided in the form of a report each month.

The report can be found on Page 68 of the [AGENDA](#).

#### 4. Donations and Support

Lethbridge School Division is fortunate to be in a community that strongly supports programs and services for students.

The Division is appreciative of the difference the support makes to the lives of children. These partnerships and support further the efforts of helping children come to school ready to learn, providing opportunities for engagement, and facilitating student growth and well-being. Listed below and attached are the donations and support received by the Division.

- Lakeview received a new Backpack for every student as well as a \$650 donation for the purchase of new supplies for recess, from Costco
- Senator Joyce Fairbairn received a donation from Sonny P Inc. for \$1,000 for outdoor space picnic tables and a \$1,000 from Lions Club West Lethbridge for African and Brazilian Drum
- Westminster Elementary received \$5,000.00 from the Lethbridge Rotary Club for their Maker Space Program
- Lakeview Elementary School received a Community Foundation Grant for Outdoor Wellness of \$3,500.

The Board received the report as information.

## **5. Acknowledgements of Excellence/School Showcase**

### **Westminster Elementary School:**

It is hard to believe how quickly the 2023/2024 school year has gone by. Westminster has amazing students and dedicated staff that made this year a great one. As a school we are grateful for the support of our community and the opportunities this support provides our students. Thanks to the generosity of community members our students were able to attend GLOW Gardens. This provided our students an opportunity to see Christmas traditions around the world and filled them with a sense of wonder and awe.

This sense of wonder has continued in the classroom as our students engaged in inquiry and thinking classrooms this year. We are grateful for the opportunity our staff had to work with Garfield Gini-Newman in August and the impact this has had in our classrooms and on our students learning. As our students have engaged in the inquiry process, they have had the opportunity to increase their understanding of the curriculum they are learning.

Students also engaged in inquiry, collaboration and problem solving through the opportunities they were given through Maker Space. We are grateful to the Rotary Club of Lethbridge Sunrise for their generous donation to our Maker Space. We look forward to the opportunities this will provide our students in the future.

Westminster celebrated their first Literacy Day this year. We welcomed Mayor Hyggen into our school to read to all of our students. The students and staff dressed as their favorite book characters, participated in book buddies, and enjoyed many different activities related to literature throughout the day. Seeing the students excited to share about their favorite book and characters was a joy.

Throughout the school year our students had many different opportunities for learning and participating in different activities. Grade 5 students participated in the grade 5 basketball and volleyball leagues, as a school we went to the Movie Mill, a new experience for some of our students, attended the U of L to engage in their Destination Exploration programs, participated in Scientists in Schools, the grade 4/5 classes participated in the Natural Leaders program and there were many class field trips enjoyed by all students. We are grateful to our parents, school council and community members for their support of these opportunities for our students.

As the year comes to an end, we say farewell to our Grade 5 students and help them prepare for their transition to Wilson Middle School. We look forward to enjoying the time we have in June with all of our students, celebrating on their achievements, reflecting on a year filled with many happy memories and beginning to prepare for a new school year..

### **Fleetwood-Bawden Elementary School:**

Fleetwood Bawden is appreciative of the continued support of the Mindful Munchies Program that provides lunches to our students. Fleetwood is also appreciative of the new partnership with London Road Market, a local neighborhood business that donates groceries weekly to supplement our nutrition program. We are very excited to continue our relationship with the Lethbridge Montessori schools and continue to offer a dual-track programming. This past year, Fleetwood was fortunate to add three new basketball hoops, bike racks and newly painted four-square and hopscotch areas to our outdoor space. Newly painted hallways and new lighting has also brought a new fresh feel to our school. The addition of new physical education equipment through our Health and Wellness Grant has also been instrumental at getting more students physically active. The purchase of new basketballs and jerseys through our fundraiser, was an exciting way to make our grade 5 basketball team feel like winners. A recent donation from the Marcus Karpati foundation will enhance our Learning Commons with the addition of a Rigamajig Workshop and other building activities for the 2024-2025 school year. Fleetwood is excited about the many activities and projects that have incorporated nature and outdoor learning, including several classroom visits with the Elementary Indigenous Lead Teacher, the addition of new native plants to our outdoor garden, growing a variety of herbs, vegetables and plants in our vertical gardens and hatching chickens and quails in our Learning Commons. The staff at Fleetwood spent time reflecting on our purpose and on why we do what we do. The staff continued their learning about best practices in the areas of literacy and numeracy with embedded professional learning experiences. Fleetwood has continued to make spaces more impactful including re-configuring our front office to make it a more welcoming space and creating a Learning Den that houses intervention materials and resources. The Fleetwood Educational Assistant Team has made continuous updates to our calm room making it an exciting place to be. Fleetwood has been selected by Chapters/Indigo Love of Reading Foundation.

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### 5. Acknowledgements of Excellence/School Showcase

#### **Fleetwood-Bawden Elementary School:**

Fleetwood will be the recipient of a percentage of sales purchased between September 15 and October 6, 2024. We hope our community will support this project. We are already excited about what the 2024/2025 has in store for us!

#### **Immanuel Christian Secondary School:**

Looking back on this school year, there is much to celebrate at Immanuel Christian Secondary School and we continue to work towards providing school programming that elevates student learning and experience. Some of the highlights of the year include:

- Continued commitment to student learning and achievement where our students are challenged and supported towards personal growth. This is reflected in our provincial testing results and ways in which our staff strive to support learning needs for all of our students. Our EA staff is also to be celebrated for their often unseen work with our students with exceptionalities.
- Hosting the 2024 ASAA 2A Girls Basketball Championships in March where our Senior Girls team capped off an undefeated season winning the championship in front of our home crowd. The community support and service was tremendous and we are grateful for the opportunity to host.
- We continue to offer co-curricular athletics programming where our teams have achieved success with these team accomplishments:
  - Senior Girls Volleyball – 2A Zone Silver Medalist/ASAA Provincial Tournament Qualification @ Whitecourt
  - Senior Boys Volleyball – 2A Zone Silver Medalist/ASAA Provincial Tournament Qualification @ High River
  - Grade 9 Boys Volleyball – Undefeated Season /LSAA Champions/3J Zone Champion
  - Our Grade 9 Leadership Class planned and led FLEx (Formative Learning Experiences) showing a lot of initiative around creative ideas that either were impacting our school or larger community (Food Bank, Soup Kitchen, Various Charities). They also participated in Potato Picking at a local farm where gleaned potatoes were then donated to food banks.
- Inclusive Education saw an expansion of opportunities for our students with exceptionalities with the integration of new life-skills programming including: offcampus activities, volunteerism, and work experience in various businesses. We held a Unified Bocce Festival in May where our life skills students were paired with classmates to enjoy a morning of competition and team building. We look to expand our Unified events for the upcoming school year.
- Our School Chapels continue to be a way to live out our schools unique mission and vision as a Christian alternative program and our theme for the year was The Beatitudes of Matthew 5 and how we can understand what bring us true fulfillment as followers of Jesus. We invited a wide variety of local speakers including pastors, front-line services (Police/Army Chaplain), community members and school staff. Our student-led worship team is to be commended for leading our student body in worship each month.
- Our Band and Choir programs continue to gain momentum under new leadership, and we were able to display our students gifts and talents with our Winter and Spring concerts and participating in the Spring Musical Festival @ Three Hills in May.
- Our staff engaged in professional learning this year centred on developing a school Deep Hope designed to ground our daily practice on the foundation of faith and learning. We have articulated a draft Deep Hope of: “Living Authentic Faith/Pursuing Knowledge and Wisdom”
- Grade 12 student Claire Moore won the “staff choice award” for her watercolour submission to the Arts Alive and Well exhibit at the SAAG in May.

We look to continue to build on this year into the next as we further embed positive students habits of learning and look to deepen the celebration of the varied cultures that make up Immanuel Secondary in living out a mission and vision where all of our students see their place in God’s Kingdom.

The Board received the report as information.

## 6. L.H. Bussard Award Winners

The Board of Trustees of the Lethbridge School Division, in recognition of the valued services rendered by Superintendent L.H. Bussard, authorized the annual presentation of a medal to an upper elementary student showing exceptional creative ability.

The original medal, which was cast in copper alloy and treated with acid, was specially designed by N.C. Johnson, a former Art Coordinator for Lethbridge School Division. The swirling design sweeps the eye outward from Mr. Bussard's profile, symbolizing the spread of the Arts. On the reverse side of the original medal, unity was maintained by six swirling areas symbolic of Art, Music, Drama, with their related fields, Structural Creativity, Creative Rhythmical Movement and Creative Writing. Each of these respective fields was bound at the centre showing their interdependence and cohesion.

This medal is a tribute to a man whose high educational ideals symbolize the intent of this award.

The L.H. Bussard Medal and certificate are presented each year to a Division II student in each elementary school. This student should have demonstrated outstanding ability, imagination, and originality in the area(s) of music, art, drama, language arts and physical education.

### L.H. Bussard Award Winners for 2024

School	Admin	Award Recipient
Agnes Davidson	Terra Leggat	Maria Cuellar Wilson
Coalbanks	Joey Gentile	Tessa Reimer
Dr. Plaxton	Andy Tyslau	Audrey Sparklingeyes-Radke
Dr. Probe	Keith van der Meer	Bella Gao
Fleetwood	Kathy Mundell	Sasha Kachan
Galbraith	Sandy Scheldrup/Nicole Freel	Avianna Becker
General Stewart	Chris Harris	Ava Wilson
Lakeview	Connie Adserballe	Sophia Davidson
Lethbridge Christian	Sean Alaric	Anna Lupypciw Doddridge
MMH	Kerry Taylor	Aurora Gray
Nicholas Sheran	Aaron Fitchett	Jocelynn Mitten
Park Meadows	Teri Smith	Cash Johnston
Senator Buchanan	Lenee Fyfe	Grey Forsberg
Westminster	Jeni Halowski	Kyrie Heavy Runner

The Board received the report as information.

## 7. Administrative Appointments

The following administration appointments have been made for the 2024/2025 school year:

### Principals:

- Dr. Gerald B Probe Elementary School – Principal – Chris Harris
- Dr. Robert Plaxton Elementary School – Principal – Andy Tyslau (was acting for 2023/2024)
- General Stewart Elementary School – Principal - Ainsley Croil
- Westminster Elementary School – Principal - Lisa Gomke-Prawdzik
- West Coulee Station Elementary School – Principal – Dean Hawkins
- Wilson Middle School – Principal – Jeni Halowski
- Chinook High School – Principal – Keith van der Meer
- LCI – Principal - Annette Fox-BruisedHead
- Education Centre - Division Principal – Wayne Pallett

### Vice Principals:

- Dr. Robert Plaxton Elementary School – Vice Principal – Lois Van Roon (was acting for 2023-24)
- Immanuel Christian Elementary School – Vice Principal – Michelle Loveridge
- Lethbridge Christian School – Vice Principal - Linda Bateman (was acting for 2023/2024)

The Board received the report as information.

## **8. Update - Personal Mobile Devices and Social Media Announcement**

Recently, the Provincial government announced restrictions to personal mobile device and social media use in schools and classrooms. Details of the relevant ministerial order were not available when this memo was written. However, we anticipate details will be coming soon.

Our understanding based on the initial announcement is that school divisions will be expected to implement changes at the start of the 2024-2025 school year but will have additional time to create, adjust or edit policies and/or procedures supporting the ministerial order.

We are considering the following implementation steps. These steps are tentative and will be discussed with the Board and are therefore subject to change:

- July 2024– Creation of an initial personal device/access to social media administrative procedure that aligns with the ministerial order. This procedure will be under the umbrella of Policy 607.4 Responsible Use of Technology.
- August 2024 – Share the administrative procedure with school-based administrators and the Board of Trustees.
- September to November 2024 –Provide opportunities for stakeholder (students, staff, parents/guardians) feedback regarding the procedure and suggestions for improvements.
- January 2025 – Procedure complete and fully implemented.
- 2024-2025 school year – Review, update and amend Policy 607.4 Responsible Use of Technology.

This is a preliminary outline of potential steps. As additional information becomes available and we work through this process, we will adjust our approach to meet the needs of the Division and our school communities.

The Board received the report as information and provide feedback on future direction if necessary.

## **9. Provincial Rugby Champions - WCHS**

The Winston Churchill High School boys rugby team won gold at the Tier 2 championships at the Alberta Schools Athletic Association Rugby 15s Provincials.

Team members were invited to attend the meeting to be recognized by Trustees.

The players included Zach Light, Porter Forsyth, Angus Wyman, Noah Howell, Codey Mackinley, Isaac Morrison, Hayden Forsyth, Nick Theron, Arman Bidarian, Porter Gook, Kian Olsen, Jace Grainger, Lamiek Abraham, Shukri Alissa, Grayson Indenbosch, Olivier Koribikomeye, Mitchell Conrad, Haven Balingit, Jamison Halcro, Simon Klassen, Johnny Heggie, Ethan Dudley, Maks Chernenky, Tyler Sweetgrass, Seth Harding and Brayden Firth

Coaches included Nevin Morrison, Alex Halvorsen, Jonathan Dick.

## **10. Provincial Rugby Champions - LCI**

The Lethbridge Collegiate Institute girls rugby team won gold at the Tier 2 championships at the Alberta Schools Athletic Association Rugby 15s Provincials.

Team members were invited to attend the meeting to be recognized by Trustees.

The players included Alora Stayko, Nevaeh Loose, Samara Veurink, Tessa Smith, Reese Jones, Abigail Reimer, Payton Shields, Tylee Walburger, Madi Kutsch, Sloane Hirsche, Dansia Zopoula, Katelyn Lowry, Charlee Tanner, Emma Boehme, Portia Olsen, Kashia Ajtay, Sarah Broad, Macee Hall, Victoria Morley, Jessica Hudson, Kamille de Jong, Liv Swift, Sierra Duncan, Anna Johnson, Taya Skelton, Ayva Smith and Abiageal Hyland.

The coaches included Sam Wright, Laura Murphy-Burke, Shylo Mabin, Jasmine Valberg, Meghan Buchanan and Shanna Walchuk.

## **11. ICE Scholarship Awards**

ICE Scholarship awards were presented to the winners, who included:

Larissa Granger – Brownies in Business

Nycea Hazelwood - Poppies for a Purpose

Selina Sun and Bobby Zhao - Community Garden

Autumn Koch - Custom Canvas Shoes

Akshara Nagaruru - Arts Heal Hearts Baby Bundle

Arman Bidarian, Karma Patel, Nicholas Theron and Zitong Wu – WCHS Math Club.

## **12. WCHS Drama Winners**

The following students were recognized at the Alberta High School Drama Festival Association for their One Act play, *Postponing the Heat Death of the Universe*, by Stephen Gregg. These students were selected from the Lethbridge zone to represent our city at the festival. At the festival the students performed for over 500 audience members and they received a standing ovation. Both Porter Forsyth and Jenna Knott were recognized individually with acting awards. The entire group won an award for their technical professionalism.

The students included Porter Forsyth, Jenna Knott, Johanna Zieber, Lena Kozak, Mateo Otila, Zach Light and Hayden Forsyth.

## **13. Skills Canada Winner**

Tate McGarry, a student from Chinook High School won a gold medal at the 2024 Skills Canada National Competition from May 30-31 in Québec City.

Tate took first place in Cabinet Making at the secondary level, as a member of Team Alberta. His win at nationals was preceded by a gold medal at the 2024 Provincial Skills Canada Competition, held earlier this year in Edmonton from May 8-9.

## **14. Approval of International Trip**

Darren Majeran from Lethbridge Collegiate Institute is requesting approval to take approximately 55 grade 10-12 students on an International Trip to Moscow, Idaho, USA from Oct. 4-5, 2024. Information regarding the educational benefits of the trip and proposed itinerary are attached. The estimated cost per student is included in the LCI annual football fee of \$575.

Recommendation:

That the Lethbridge Collegiate Institute trip to Moscow, Idaho, USA in October of 2024 be approved by the Board, on the condition that all Division policies and procedures are strictly followed and with the understanding that future travel advisories and/or vaccination requirements may affect the trip's ability to proceed.

The motion was passed unanimously.

## **15. Policy Review**

Division policies are reviewed to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, Division School Council, employee groups, and Division and school administration. Policy 609.2 Report Cards and Policy 802.2 School Fees.

It was recommended that the Board adopt the revisions to the policies as presented by the Policy Advisory Committee. The motions were passed unanimously.

The policies can be found on Page 94 of the [AGENDA](#).

Discussion on the policies begins at the 1:59:45 mark of the [LIVESTREAM](#).

## **16. Third Quarter Financial Report**

The 2023/2024 Third Quarter Financial Report for the Division was provided for review. Director of Finance, Avice DeKolver, was in attendance to respond to any questions Trustees had.

The Board accepted the 2023/2024 Third Quarter Financial Report as presented.

The report can be found on Page 103 of the [AGENDA](#).

## **17. School Code Request for West Coulee Station Elementary School**

A School Code needs to be requested from Alberta Education for the Division's new K-5 Elementary School in Garry Station, named West Coulee Station Elementary School. A school code is used for all student information and financial reporting related to a school with Alberta Education.

It was recommended that Lethbridge School Division send a request, in writing, for a new School Code to Alberta Education Field Services for the opening of the new K-5 Elementary School in Garry Station, named West Coulee Station Elementary School, with the school opening in September 2025 for the 2025/2026 school year.

The motion was passed unanimously.

### **18. Bylaw No. 2024-01: A bylaw to establish electoral boundaries for trustee general election and authority for joint election**

In accordance with the Education Act, The Board of Trustees must pass a bylaw to establish electoral boundaries for trustee general elections. The required bylaw provides for the nomination and election of trustees by wards or electoral subdivisions, and it determines the boundaries of the wards or provides for the election of trustees by the general vote of the electors. A bylaw must be passed before December 31, 2024 in the year before an election year, and it does not apply to or affect the composition of the school board until the date of the general election.

Under the Education Act, the Minister does not approve the bylaw; however, school boards must provide a copy of the bylaw to the Minister before December 31, 2024.

A copy of the bylaw is attached. This bylaw affirms the election be for seven (7) trustees to be elected at large within the municipal boundaries of the City of Lethbridge in accordance with section 76 of the Education Act. The bylaw further authorized the Division to hold a joint election with the City of Lethbridge pursuant to Section 2 of the Local Authorities Election Act.

It was recommended that Bylaw No. 2024-01, A bylaw to establish electoral boundaries for trustee general election and authority for joint election be approved for first reading.

The motion was passed unanimously.

### **19. Superintendent Evaluation**

In accordance with Policy 301.3 Evaluation Process for the Superintendent, a summative evaluation shall normally be conducted during the first full school year of employment. As this is the first year with the Superintendent, the Board has engaged in the Superintendent Evaluation Process over the past few months.

It was recommended that the Board accept and approve the Superintendent Evaluation report as developed throughout the Superintendent Evaluation Process, as an accurate accounting of the Superintendent's performance for the period of August 1, 2023, to June 2024; and further that the Board authorize the Chair to sign the report on the Board's behalf. The motion was passed unanimously.

### **20. Standing Committees**

Board of Trustees Committee chairs are asked to provide an Annual Report and Terms of Reference Review at the Board meeting in September 2024. The Standing Committees are as follows:

Board Audit Committee

Board Budget Committee

Community Engagement Committee

Division Wellness Committee

Facilities Committee

Indigenous Education Advisory Committee

Policy Advisory Committee

Poverty Intervention Committee

Spirit of 51 Committee

Superintendent Evaluation Committee

Annual reports and terms of reference reviews presented in September of 2023 can be found on the website or requested through the Superintendent's office. The Board accepted this as information.

### **21. Alternating, Rotating Vice-Chair Position**

Trustee Craig Whitehead put forward the following motion:

To provide a proposal for an alternating, rotating vice-chair position to be brought to the Sept. 10 Organizational Meeting, which would include all of the details required for the position. The motion was passed unanimously.

### **22. Whoop-Up Days Float**

Trustee Craig Whitehead put forward the following motion:

That Lethbridge School Division investigates the possibility of having an annual float in the Whoop-Up Days parade. The motion was passed unanimously.

### 23. Retirement Congratulations

The Board of Trustees extended congratulations to the following retirees. Your service to the Division and impact on children is truly appreciated. We wish you well moving into a new chapter of your life.

Name	Positions & Locations
Shanda McKnight	Teacher: Senator Buchanan, Westminster, Gilbert Paterson, Galbraith, Lakeview
Tina Zolondek	Teacher: Gilbert Paterson, Ecole Agnes Davidson
Ruth Reiter	Educational Assistant: G.S. Lakie, LCI, Dr. Probe, Senator Joyce Fairbairn
Brenda Nieuwenhuis	Teacher: Immanuel Christian Secondary
Lou Bardics	Teacher: Park Meadows, LCI, Chinook
Jacqui Peever	Teacher: Lakeview, Central Office, Nicholas Sheran Preschool, Nicholas Sheran, Coalbanks
David Wetterstrand	Teacher: Allan Watson, Pitawani, Lethbridge Outreach, LCI, Chinook
Trish Syme	Assistant Principal: G.S. Lakie, Vice Principal: Victoria Park, LCI, Coordinator of Learning and International Education: Central Office Manager of International Studies: Central Office
Bernadine Boulet	Teacher: Westminster, Dr. Probe
Kae Mcfadzen	Teacher: Gilbert Paterson
Christy Martens	Teacher: WCHS, Dr. Probe, Senator Joyce Fairbairn
Bill Forster	Vice Principal: Chinook, Principal: Chinook
Diane Shapcott	Teacher: LCI, Senator Buchanan
Peggy Turner	Student Support: Park Meadows Christian Preschool, Lakeview, Discovery Nursery School, Educational Assistant: Lakeview
Hilda Visser	Educational Assistant: Immanuel Christian Elementary, Immanuel Christian Secondary, Nicholas Sheran, Park Meadows
Angela Calvin	Learning Commons/Library Facilitator: Lethbridge Christian
Angie McKenna	School Support: Gilbert Paterson, Galbraith, Lakeview, Mike Mountain Horse, Senator Buchanan, Administrative Assistant: Senator Buchanan
Allison Overbeeke	Teacher: Lethbridge Christian
Delaine Taylor	Student Support: Nicholas Sheran, G.S. Lakie, General Stewart, Galbraith Educational Assistant: Fleetwood, General Stewart, Mike Mountain Horse
Shirley Fleming	Student Support: Discovery Nursery School, Mike Mountain Horse, Wilson, Galbraith Educational Assistant: Mike Mountain Horse
Wendy Parkhill	Student Support: Gilbert Paterson, Lethbridge Christian, Senator Buchanan, Educational Assistant: Senator Buchanan
Shelley Lowe	Rehabilitation Assistant: Senator Buchanan, Student Support: Senator Buchanan, Educational Assistant: Senator Buchanan
Cindy Mead	Student Support: Westminster, Jumpstart, Senator Buchanan, Educational Assistant: Senator Buchanan, Nicholas Sheran
Debbie Newman	Teacher: Senator Buchanan
Greg Paskuski	Teacher: Galbraith, LCI
Peter Rajcic	Teacher: LCI, Hamilton Junior High, G.S. Lakie, Senator Joyce Fairbairn

**Regular Meeting video: [LIVESTREAM](#)**



**Highlights from the Regular Meeting  
of the Board of Trustees for June.  
The next Organizational Meeting  
is set for Sept. 10**