



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from Sept. 24 - Next meeting Oct. 22 -

1. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations, Robbie Charlebois, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent of Instructional Services delivered their respective reports for the Board. To read the reports, see Page 15 of the [AGENDA](#).

2. Board Priorities Report

The Division Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. An update on progress is provided in the form of a report each month, starting in the September Board meeting.

The report can be found on Page 29 of the [AGENDA](#).

3. World Teachers' Day

World Teachers' Day is held annually on Oct. 5 since 1994 to celebrate the essential role of teachers in providing quality education at all levels. As outlined on the UNESCO website, the aim of World Teachers' Day is to ensure that the needs of future generations will continue to be met by teachers. It also commemorates the anniversary of the 1966 signature of the UNESCO/ILO Recommendation Concerning the Status of Teachers. The strength of Lethbridge School Division has historically been its staff members, who are committed to providing outstanding learning opportunities for all students while ensuring that each young person feels valued and supported.

Division teachers are recognized across the province for their expertise, with a number serving on regional and provincial curriculum and professional learning committees.

The Board received the report as information and took the opportunity to publicly acknowledge the commitment to excellence that teachers, and all staff members, demonstrate for the benefit of students.

4. School Showcase/Acknowledgements of Excellence

The Board has a long-standing practice of acknowledging the efforts of students and staff whose commitment to excellence has resulted in outstanding achievement. Details of accomplishments of note are provided as information.

General Stewart Elementary School:

Welcome to General Stewart Elementary School! Our lovely little community school sits nestled on the southside of Lethbridge. Our population is just around 100 students, and we enjoy being able to know each one of our learners well.

CONTINUED ON THE NEXT PAGE

4. Acknowledgements of Excellence/School Showcase

General Stewart Elementary School:

Our staff started the year with time spent planning, learning and growing alongside our English as an Additional Language Support Teacher, Carmen Carvalho. Carmen provided great suggestions for supporting all our learners. Michaela Demers, Numeracy Support Teacher also provided training for our teachers around numeracy resources and supports to navigate the updated curriculum.

Our school start also included a Meet the Teacher Night allowing parents and guardians to meet the staff and tour the building. It was a great night of community building, and we look forward to more ways of connecting throughout the year.

We took part in the annual Terry Fox Run on September 13. We had a goal to raise \$500 as a school community and we surpassed that goal by raising over \$800. WOW! Our students listened to School Board Trustee Andrea Andrea-chuk speak on her journey as a cancer survivor and learned so much about her vast knowledge of Terry Fox.

We look forward to an amazing month ahead which will include Feed the Bug food drive, Halloween celebrations as well as the start of the Grade 5 Volleyball season.

Mike Mountain Horse Elementary School:

September is such an exciting time of year for students, families and staff. Meeting new students and families, preparing for another or a first year of teaching and learning, and reconnecting with colleagues makes for an eventful beginning. It has been an eventful start up at Mike Mountain Horse as we continue to focus on high quality teaching and learning.

Supporting a continued focus on building capacity of teachers in developing a deep understanding of the new K-6 curriculum, staff engaged in a deep dive into the literacy, numeracy and science curriculums. A grade level teams, teachers spent three days collaborating, planning developing new Inquiry-Based Learning Projects for their students. As with all elementary schools in Lethbridge, MMH students enjoyed a soft start with staggered entry on September third and fourth. Staff welcomed parents and caregivers to join their children in classrooms during the first week of school. It was wonderful to see families interacting with their children in the classrooms and experience their excitement. Our first school wide activity took place on September 6th with our first blue and yellow spirit day and annual Welcome Back Assembly. Our Meet the Teacher open house evening was absolutely packed, with our gym overflowing with smiling faces. This year we invited the Kona Ice truck to park in front of the school, supporting our first school-based fundraiser of the year. The support was overwhelming Kona Ice donated \$505.00 to our school! Students are currently preparing to participate in the westside elementary schools Terry Fox Walk around Nicholas Sheran Lake on September 20. Staff continue to engage students in meaningful acts of reconciliation including a focus on continuing to learn the Blackfoot language, engage in quality literature and create art projects to celebrate and honor Buffalo Treaty Day, Orange Shirt Day and National Day for Truth and Reconciliation. And as always, we continue to engage all members of our school community in a focus on kindness and empathy. BOOST notes are completed whenever a student does something kind, notes are turned into the office and read each day over the announcements and then posted on a bulletin board for all to see.

5. Presentation: Proposed West Lethbridge Elementary School Boundary Changes

Background:

Christine Lee, Associate Superintendent of Business and Operations, presented the Proposed Boundary Changes for West Lethbridge Elementary Schools report to the Board on behalf of the School Boundary Alignment Committee. Over the past year, the Committee has collected data and engaged with the community through various in-person and online opportunities to develop new elementary school boundaries for West Lethbridge.

The presentation included the Committee's recommendations for the Board's consideration, answers to frequently asked questions, and the full survey results from the April 30 Open House. After the presentation, the report was posted on the Division's website, along with a feedback form for community comments, which will be open until Oct. 18, 2024: [WEST BOUNDARIES](#).

5. Presentation: Proposed West Lethbridge Elementary School Boundary Changes

Background:

The Board will hold a Special Meeting at 7 p.m. on Oct. 29, 2024, to review the proposed boundary changes and the online feedback, with a decision on whether to approve the changes for the 2025/2026 school year. The Board of Trustees received the School Boundary Alignment Committee report and presentation, Proposed West Lethbridge Elementary School Boundary Changes, as presented. The report can also be found on Page 42 of the [AGENDA](#).

6. Authorization of Locally Developed Courses

Alberta Education requires all locally developed senior high courses be authorized for use by the Board of Trustees. The Division asked the Board of Trustees authorize the use of the following locally developed courses in all Division high schools to enhance program offerings to students:

Life in Space 35 - 3 Credits (2024-2028) - LDC3032.
Rocket Science and Technical Analysis of Space Exploration 25 - 3 Credits (2024-2028) - LDC2032.
Space Race 15 - 3 Credits (2024-2028) - LDC1032.

That Board of Trustees authorize the use of the following locally developed courses in all Division high schools to enhance program offerings to students for the years indicated below:

- acquisition of Space Race 15 (LDC1032) for 3 credits until August 31, 2028, to enhance program offerings to students.
- acquisition of Rocket Science and Technical Analysis of Space Exploration 25 (LDC2032) for 3 credits until August 31, 2028, to enhance program offerings to students.
- acquisition of Life in Space 35 (LSD3032) for 3 credits until August 31, 2028, to enhance program offerings to students.

7. Natural Gas Contract

Lethbridge School Division regularly monitors electricity and natural gas prices with the support of Energy Associates International (EAI) to secure favorable contracts that mitigate cost risks and provide budget certainty. In May 2021, the Division entered a 70% shaped block contract for natural gas with Access Gas at a fixed price of \$2.61/GJ, covering the period from January 2021 to December 2024. This strategic move helped the Division avoid significant price volatility following the Russian invasion of Ukraine, which led to a surge in forward prices to nearly \$8/GJ.

A recent review has identified an opportunity to secure natural gas pricing for 2025 at \$2.73/GJ, a marginal increase from our current hedge. With the year-to-date weighted average spot prices at \$1.94/GJ (load shaped), we recommend entering into a 50% shaped block to capitalize on these lower prices, potentially reducing the Division’s overall unit cost. Our consultant will continue monitoring the market, and if a potential rise in spot prices is anticipated, they will advise us to increase our hedge to 70% to protect against future volatility

As of September 2024, Alberta’s wholesale forward natural gas market presents a mixed outlook. Short-term spot prices remain low due to oversupply and infrastructure constraints. However, the medium-term market outlook is more optimistic, with the expansion of export capacity through the Kitimat LNG project, anticipated to commence operations by mid-2025, expected to stabilize and improve market conditions. Below are the current wholesale forward market prices and associated 1–5 Year contract term pricing for a Jan. 1, 2025 start date:

Term	Wholesale Market Prices (\$/GJ)	Contract Term	Contract Term Price (\$/GJ)
Cal 2025	2.34	1 Year	\$2.73
Cal 2026	2.82	2 Year	\$3.03
Cal 2027	2.88	3 Year	\$3.19
Cal 2028	2.95	4 Year	\$3.28
Cal 2029	3.03	5 Year	\$3.36h.

7. Natural Gas Contract

Considering the favourable market conditions for 2025, we recommend that the Board approve Management to secure a contract to fix natural gas prices under a 50% shaped block for a term of up to one year. The contract should be executed at a price within 10% of our current rate of \$2.61/GJ, resulting in a target strike price range between \$2.73 and \$2.87/GJ. This approach will allow the Division to balance cost savings with protection against market volatility, ensuring budget certainty for the upcoming year.

Should the board approve the Associate Superintendent of Business and Operations to enter a one-year contract for Natural Gas supply, firm and final pricing will be received on Sept. 25 and best option signed to engage in the contract. As Natural Gas is a commodity, pricing is held for a very short period.

The Board approved the Associate Superintendent, Business and Operations to sign a Natural Gas supply contract for the period Jan. 1, 2025, to Dec. 31, 2025, with the supplier that provides the best final pricing.

8. Review of Grade Configuration

The organization of schools is consistent across our division to include kindergarten through Grade 5 in our Elementary schools, grades 6 through 8 in the Middle Schools, and grades 9 through 12 housed in the High Schools. Recognizing that this structure was originally adopted with intention to best meet the needs of the division, it would be of value to assess how this arraignment continues to support students and staff, as we experience continual growth and shifting dynamics. Factors for consideration have risen out of feedback from administrators, students, parents and staff, including:

- Complications of meeting the provincial requirements for both elementary and middle school students in a single building
- Complications of meeting provincial requirements for grade nine students in the high schools
- Assessment results of Grade 6 and Grade 9 students in our division
- Capacity stresses in our high schools
- Supporting emotional, social, and mental wellness of students
- Discrepancy of Provincial Transportation requirements.

Realizing the magnitude of factors involved in grade configuration decisions, it may be of value for the board to increase knowledge and understanding as we continue in our efforts to best meet the needs of our division.

Trustee Genny Steed proposed the following motion:

That the Board make a request to the superintendent for information pertaining to grade configuration, and to report back to the Board by the November Committee of the Whole meeting.

The motion was passed unanimously.

9. ASBA Representation

Board members serve all roles and responsibilities at the pleasure of the Board. Communication to the Board of where official representation is occurring is essential to appropriate support and accountability.

Currently, there is no Board policy to specify process to filling roles Trustees can hold in Zone 6 other than Board Representative. While Executive roles (Chair, Vice-Chair, Director) serve ASBA, they do so at the pleasure of their home boards, as do non-executive roles.

Trustee Christine Light proposed the following motion:

It was recommended that the Board require trustees to inform the Board prior to, and receive approval for, serving an Executive or Non-Executive role within Zone 6.

Following discussion, the motion was rescinded.

10. Policy 607.4

In June 2024, the Alberta Government announced Ministerial Order #014/2024 "Standards for the Use of Personal Mobile Devices in Schools". To comply with this order the Division created and published Procedure 607.4.2 "Personal Mobile Device and Social Media Use in Schools" on Aug. 29, 2024.

CONTINUED FROM THE PREVIOUS PAGE

10. Policy 607.4

Policy 607.4 Responsible Use of Technology needs to be updated to align with the Ministerial Order. The following recommended amendments aim to bring the policy in alignment with the Ministerial Order.

It should be noted The Policy Advisory Committee recommended in June that Policy 607.4 undergo a more detailed review per our normal processes. The recommended amendments here are not intended to replace the comprehensive review the Policy Advisory Committee was planning.

It was recommended that the Board adopt revisions of Policy 607.4 Responsible Use of Technology as presented. The motion passed unanimously.

11. Second Reading: 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 Dec. 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 Dec. 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.

First Reading of the Bylaw was passed by the Board on June 25, 2024. If the board passes second reading, they could move to a third and final reading at this meeting.

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 second reading.

The motion received second and third reading.

12. Committee Terms of Reference, Committee Reports, and Committee Assignments

Each year the Board of Trustees review and affirm the Committee Terms of Reference for board committees. Committee Terms of Reference and Year End Reports for the 2023/2024 school year are included in the agenda package.

At the Organizational Meeting held on Sept. 10, 2024, Trustee membership was assigned to Standing and Special (ad-hoc) Committees.

It was recommended that the Committee Terms of Reference for the Standing Committees be approved as presented or amended.

The motion was passed unanimously.

The Board also voted on a change to the terms of reference for the Board Budget Committee, which would see the entire Board be included on the committee. The change was defeated by a 4-3 vote, as Allison Purcell, Genny Steed and Craig Whitehead voted for the change, and Andrea Andreachuk, Tyler Demers, Kristina Larkin and Christine Light voted against.

A motion to alter the terms of reference for the Division Wellness Committee was passed unanimously.

A motion to alter the terms of Reference for the Policy Advisory Committee was passed unanimously.

A motion to alter the terms of Reference for the Poverty Intervention Committee was passed unanimously.

A motion to alter the terms of Reference for the Spirit of 51 Committee was passed unanimously.

A motion to alter the terms of Reference for the Superintendent Evaluation Committee was passed unanimously.

13. Policy 202.1 Trustee Code of Conduct

The Education Act legislates School Boards are responsible to:

33(1)(k) develop and implement a code of conduct that applies to trustees of the board, including definitions of breaches and sanctions, in accordance with principles set out by the Minister by order,

(l) comply with all applicable Acts and regulations

Currently, neither Policy 202.1 Trustee Code of Conduct, nor Policy 202.1A Appendix A Trustee Code of Conduct, are thoroughly aligned with legislation.

The following motion was passed at the May 28, 2024 Board Meeting:

That the Board direct the policy consultant to prioritize the amending of Policy 202.1 Trustee Code of Conduct and Policy 202.1A Appendix A Trustee Code of Conduct to bring the Board in compliance with legislation.

Brian Callahan, policy consultant, has completed this work.

Trustee Christine Light brought forward the following motion:

That the Board accept and pass first reading of the Trustee Code of Conduct Policy as presented.

Discussion on the motion begins at the 3:56:15 mark of the [LIVESTREAM](#).

The motion was defeated by a vote of 5-2, as Kristina Larkin and Christine Light voted for the motion, and Andrea Andreachuk, Tyler Demers, Allison Purcell, Genny Steed and Craig Whitehead voted against the motion.

14. Full-Time Kindergarten FGM Submission

Lethbridge School Division submitted the following proposed position statement to PDAC for the 2024 ASBA FGM:

Whereas, Kindergarten serves as a framework to build the strongest educational foundation for students, families, school divisions and communities

BE IT RESOLVED THAT, "Alberta Education shall, upon application by a school division, provide full funding and accessibility to full-time kindergarten."

A recommendation to amend an existing position statement has been extended. The reasons given are that the purpose for the original position statement has been fulfilled and language should reflect an inclusive approach and accessibility to kindergarten. The amended position statement is as follows:

The Government of Alberta wholly funds full-time Kindergarten for school boards that elect to provide full-time kindergarten, as attending kindergarten ensures a strong education foundation for students, families, schools and communities.

15. Public Presentation - Sital Pareth

A public presentation was delivered surrounding a proposal to establish an Inclusive Education Parent and Community Advisory Panel.

The presentation begins at the 46:20 mark of the [LIVESTREAM](#).

16. School Accelerator Program

As outlined in the Premier's address last week, school enrolments continue to increase and our Division is impacted by being a division experiencing growth without spaces for students. Alberta's government announced the School Construction Accelerator Program. The program will invest in school infrastructure with up to 90 new schools and up to 24 modernizations and replacement schools over the next three years.

The Alberta government also said site readiness is critical to the success of the plan. "School boards and municipalities must work together to ensure priority school sites are permitted, serviced, and ready for construction work. The sooner your sites are ready to go, the more likely you are to get a school project approval-and, more importantly, the quicker those schools will get built to alleviate the space pressures being felt in our schools." Government announcement.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to ensure provincial allocations of capital funding for school construction cover all costs of construction, including the servicing of school sites with the required infrastructure.

CONTINUED ON THE NEXT PAGE

16. School Accelerator Program

In addition, during the time of our division's Capital Plan approval in the spring of this year, there was discussion that the plan could be changed as needed.

It is recommended that the Board have a discussion of next steps to engage with our city partners as well to learn more about our developers and construction limitations given the current labour climate in our area. Further for our Board to look at the governance aspects of ensuring our students are able to benefit from the allocation of funds for additional space for students, whether that be by modulars, modernizations or new school builds.

It was recommended the Board determine the advocacy necessary to best support our community.

Discussion begins at the 4:06:50 mark of the [LIVESTREAM](#).

17. Public School Board Association Report

The report can be found on Page 136 of the [AGENDA](#).

Regular Meeting video: [LIVESTREAM](#)



**Highlights from the Regular Meeting
of the Board of Trustees for September.
The next Regular Meeting
is set for Oct. 22.**