

## MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD February 25, 2025.

In Attendance:

Trustees: Genny Steed; Kristina Larkin, Andrea Andreachuk, Craig Whitehead, Christine Light

Administrators: Mike Nightingale, Christine Lee, Robbie Charlebois, Morag Asquith

Via TEAMS: Tyler Demers, (Allison Purcell at start of the meeting)

Chair Christine Light called the meeting to order at 1:01 p.m.

1. Move to In-Camera

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

*Move to In-Camera  
7304/25*

**CARRIED UNANIMOUSLY**

Trustee Craig Whitehead moved to come out of the In-Camera meeting at 2:23 p.m.

*Reconvene Meeting*

Chair Christine Light recessed the meeting until 2:37 p.m.

2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial  
Acknowledgement*

3. Consent Agenda

Committee Reports:

- 3.1 Policy Clinic
- 3.2 Board Budget Committee – moved to 13.4
- 3.3 Poverty Intervention Committee
- 3.4 Student Leadership Liaison Report
- 3.5 Community Engagement Committee
- 3.6 Spirit of 51 Committee
- 3.7 Joint City/School Boards Committee – moved to 13.3

*Consent Agenda*

Trustee Craig Whitehead requested item 3.2 Board Budget Committee to be moved to Information Item 13.4

Trustee Allison Purcell requested Item 3.7 Joint City/School Boards Committee to be moved to Information Items 13.3

As there were no objections, the Consent Agenda was adopted as amended.

4. Approval of Agenda

*Approval of Agenda  
7305/25*

Additions to the Agenda:

- Child Care Partnership was added to 11.6

Trustee Andrea Andreachuk moved:

“to approve the agenda, as amended.”

**CARRIED UNANIMOUSLY**

5. Approval of Minutes for January 28, 2025

*Approval of Minutes  
from January 28, 2025  
7306/25*

Trustee Kristina Larkin moved:

“The minutes of the regular meeting of January 28, 2025, be approved as amended and signed by the chair”

**CARRIED UNANIMOUSLY**

**Amendments**

- Corrected Allison Purcell’s first name in 12.4 Community Engagement Committee of the January 28, 2025, Regular Board Meeting Minutes

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 Assurance Priorities Report

Assurance Priorities were included in the agenda.

*Superintendents  
Report  
Assurance Priorities  
Report*

8.2 Acknowledgement of Excellence

Acknowledgements of excellence and reports showcasing the accomplishments of Lakeview Elementary and Gilbert Paterson Middle School are included in the agenda.

*Acknowledgement of  
Excellence*

### 8.3 Calendar of Events

*Calendar of Events*

Calendar of Events was included in the agenda.

#### **Dates to be added:**

- March 10-14 – Substitute & Casual Appreciation Week
- March 10 – Facilities Committee Meeting
- March 10 – Poverty Intervention Meeting
- March 12 – Spirit of 51 Recognition
- March 18 – Working Conditions Meeting
- March 19 – ASBA Zone 6 Meeting
- March 20 - ATA New Teacher Induction

### 8.4 Donations and Support

*Donations and Support*

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

### 8.5 Assurance Strategic Planning

*Assurance Strategic Planning*

A memo outlining the Strategic Planning Session was included in the agenda package.

### 8.6 Town Hall

*Town Hall*

A memo outlining the Town Hall 2025 event has been included in the agenda package.

## 9. Board Chair Report- Memos were included in the agenda package

*Board Chair Reports*

### 9.1 Community Conversations

- Chair Christine Light shared the following dates for the next Community Conversations.

- Wednesday, March 19  
Time: 9-10:30 a.m.  
Location: LFGA Hut, 946 9 Ave S
- Wednesday, May 7  
Time: 7-8:30 p.m.  
Location TBD

### 9.2 ATA Local 41

- Chair Christine Light gave a verbal update.

## 10. Presentations - None

*Presentations*

## 11. Action items

### 11.1 Approval of International Trip- Chinook High School

Trustee Craig Whitehead moved:

“That the Chinook High School trip to Nashville, Tennessee in May of 2026 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.”

**CARRIED UNANIMOUSLY**

*Action Items  
International Trip –  
Chinook High School  
7307/25*

### 11.2 High School Locally Developed Courses

Trustee Kristina Larkin moved:

“That the Board approve the locally developed course  
**LDC1911 Leather Technologies 15 for 3 & 5 credits until August 31, 2027**, in all Division high schools to enhance the program offerings to students for the years indicated.”

**CARRIED UNANIMOUSLY**

*High School Locally  
Developed Courses  
LDC1911 Leather  
Technologies 15  
7308/25*

Trustee Kristina Larkin moved:

“That the Board approve the locally developed course,  
**LDC1775 Religious Studies – Christian Studies 15 for 3 credits until August 31, 2027**, in all Division high schools to enhance the program offerings to students for the years indicated.”

**CARRIED UNANIMOUSLY**

*High School Locally  
Developed Courses  
LDC1775-Religious  
Studies 15  
7309/25*

### 11.3 Trustee Code of Conduct (1st Reading)

Trustee Christine Light moved:

“That the Board approve the Trustee Code of Conduct for the first reading as presented.”

**For:** Christine Light, Kristina Larkin, Andrea Andreachuk, Tyler Demers

**Against:** Genny Steed, Allison Purcell, Craig Whitehead

**CARRIED**

*Trustee Code of  
Conduct 1st Reading  
7310/25*

### 11.4 Policy 607.4 Responsible Use of Technology

Trustee Kristina Larkin moved:

“That the Board accept Policy 607.4 Responsible Use of Technology as amended.”

- Trustee Craig Whitehead made a friendly amendment to add ‘Trustees’ after parents/guardians under Regulations 1.

*Responsible Use of  
Technology  
7311/25*

- Trustee Allison Purcell made a friendly amendment to add, 'division property,' or 'during' before school activities in 1.7

**CARRIED UNANIMOUSLY**

#### 11.5 Policy 800.1 Signing Authority Policy

Trustee Kristina Larkin moved:

"That the Board accept Policy 800.1 Signing Authority as presented."

*Policy 800.1 Signing  
Authority  
7312/25*

**CARRIED UNANIMOUSLY**

#### **14. Public Forum** - (was moved prior to 11.6 going back In-Camera)

*Public Forum*

Meg Fester presented on the importance of food security for students and proposed that the district focus on academic achievement while allowing community programs to meet food security needs.

(Trustee Kristina Larkin recused herself at 4:40 p.m. from the following motion due to conflict of interest)

#### 11.6 Child Care Partnership

Trustee Andrea Andreachuk moved:

"Move that the board authorizes administration to seek approval from Alberta Education to include a childcare facility within the scope of the Galbraith Elementary School Modernization. Further, authorize the administration to sign a memorandum of agreement with the YMCA for the construction of a licensed childcare facility, contingent upon the YMCA receiving the Building Blocks Capital Grant for the project and committing to fund all additional construction costs in exchange for a long-term lease agreement with the school division."

*Child Care Partnership  
7313/25*

Trustee Genny Steed moved:

"To go In-Camera to discuss Child Care Partnership at 5:11 p.m. before motion is made."

*Moved back In-  
Camera 5:11 pm*

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

**Against:** Tyler Demers

Trustee Craig Whitehead moved to move out of In-Camera at 5:46 p.m.

*Move out of In-  
Camera 5:46 p.m.*

Trustee Andrea Andreachuk rescinded previous motion to the following: (3:21 p.m. LiveStream)

*Rescinded motion*

Trustee Andrea Andreachuk moved:

*Child Care Partnership  
7313/25*

“That the Board authorize administration to provide support to the YMCA in the application of the Building Blocks Capital Grant for a childcare facility as part of the Galbraith Modernization. Should the funding be received, information will be brought to the Board for the next steps.”

**CARRIED**

## 12. Division Highlights

### **Allison-**

- Pleasure to attend Town Hall and have great conversations with parents, community & staff.
- Also attended Winston Churchills Welding Shop event, Colton has done amazing job reaching out to community and also attended High School Zones Curling, great to have a couple high school teams moving to provincials.

*Division Highlights*

### **Christine-**

- Popped over to Lakeview to see their family dance, fun to see gym filled with families and staff – good community
- Attended as a parent, Oliver Junior at Gilbert Paterson, kids did a phenomenal job and teacher, Tyler Leavitt did a great job with those students

### **Andrea-**

- Was lucky to read at World Read Aloud Day at Galbraith and Senator Buchanan,
- Attended council meeting at Wilson
- Attended Winston Churchill Welding Program groundbreaking with Southland. Great to see many sons graduates of Churchill and give back
- Loved being at Town Hall and got to see 2 of my kindergarten students who will graduate this year

### **Genny-**

- Highlight opportunity to meet with my kids’ teachers as a parent, attended schools open houses, appreciate all the work our teachers do for the opportunity for us to connect,

**Craig-**

- Attended public school boards, school council, attended a basketball game

**Kristina-**

- Enjoyed lots of visits to schools and school councils, enjoyed learning with parents the new report card modifications which parents are really excited about. Thanks to Jamie, CUPE rep Poverty Intervention Committee who got us on to Tim Horton's Smile Cookie Charity for this year, see us there in the spring.

**13. Information Items**

- 13.1 School Council Conference Support – A memo was included in the agenda package. Tyler Demers, proposed to amend the parameters to support a maximum of eight individuals to attend the conference with a maximum reimbursement of \$1150 per person, if more than 8 want to go, then funds are divided equally and ensure expenses for mileage and meals are based on the school division reimbursement policy. Plan to present to Division School Council at Monday's meeting to see if they have any concerns or issues.

*Information Items  
School Council  
Conference Support  
7314/25*

Extend the Meeting

Kristina Larkin moved to extend the meeting past 6:00 p.m.

*Extend the meeting*

**CARRIED UNANIMOUSLY**

- 13.2 PSBAA Meeting February 6 & 7 - A memo was included in the agenda package.

*PSBAA Meeting*

- Trustee Craig Whitehead would like to see other Trustees attend Public School PD.
- Craig Whitehead will email Trustees an activity, question, Revitalizing Public School System and levelling the playing field for Alberta public schools.  
Two things to look at:
  - What do people mean by choice?
  - Why do they want more choice?
- Valuable discussion to hold at Committee of the Whole

- 13.3 Joint City/School Boards Committee –

- Allison Purcell requested that school board advocacy items shared for the collective advocacy, items be included in the report.

*Joint City/School  
Boards Committee  
Public Forum*

- Items have been included in the agenda package.

**13.4 Board Budget Committee**

- Craig Whitehead requested to add the dates when Christine talked to all Trustees during the budget period and mention that the findings will be presented at the Strategic Planning Committee.
  - Amended Board Budget Committee Report added to agenda package

*Board Budget Committee*

**14. Correspondence Received**

None.

*Correspondence Received*

14.1 Public Forum Response was sent to Nicole Williams.

*Correspondence Sent*

**15. Correspondence Sent**

15.1 Letter of Support for Joint City of Lethbridge & Lethbridge School Boards Committee. Copies of the letters are included in the agenda package.

*Letter of Support for Joint City/School Boards Committee*

Craig Whithead moved:

“To go back to In-Camera 6:08 p.m.”

*Move In-Camera*

**CARRIED UNANIMOUSLY**

Christine Lee left meeting at 6:30 p.m.

Trustee Craig Whitehead left meeting at 6:46 p.m.

Trustee Tyler Demers left at 7:41 p.m.

*Adjournment*

Moved out of In-Camera at 7:50 p.m.

**16. Adjournment**

Chair Christine Light moved:

“To adjourn the meeting at 7:50 p.m.”

**CARRIED UNANIMOUSLY**

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Christine Light,  
Chair

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Christine Lee,  
Associate Superintendent  
Business and Operations



