



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from March 25 - Next regular meeting April 29 -

1. Committee Reports

Reports were delivered for Division School Council and the Facilities Committee.

Reports can be found starting on Page 3 of the [AGENDA](#).

2. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations and Robbie Charlebois, Associate Superintendent, Human Resources along with Morag Asquith, Associate Superintendent of Instructional Services, delivered their reports. To read the reports, see Page 17 of the [AGENDA](#).

3. Assurance 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 33 of the [AGENDA](#).

4. Acknowledgements of Excellence/School Showcase

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. Congratulations to the following Division staff and students:

G.S. Lakie Middle School:

This year has been an exciting and enriching time for our school, filled with meaningful activities, community involvement, and academic growth. One of the standout events was our school-wide Tipi activity, held to honor National Day for Truth and Reconciliation. This initiative provided an important opportunity for reflection and understanding, fostering a sense of unity and respect among students and staff.

Our Mission and Vision process was another key focus, as we worked together to shape the future of our school, ensuring that every student's needs and aspirations are met. This process is helping to guide our path forward and strengthen our commitment to providing a supportive learning environment.

We also had a wonderful start to the year with our Meet the Teacher BBQ, where students and parents came together to kick off the school year in a fun and informal way. The school community spirit was further enhanced by our weekly FISH Friday events, which brought students together for fun, interactive community-building activities. The excitement continued with our Haunted House and Speed Trick or Treating event for Halloween, which were a hit with students.

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Our school also saw impressive success in athletics. The Terry Fox Run at NS brought the community together for a good cause, and our volleyball and basketball teams showed strong performances. Notably, our girls' basketball team finished second in the city—a remarkable achievement.

In the arts, we had a year full of fine performances, including the Dance Show, Drama, Art & Guitar term-end performances, and Salsa in the Swamp, which showcased the talents of our students and provided a creative outlet for them to express themselves. Our Spanish program continues to grow, now in its third year, with the addition of Senor Friesen to the teaching team and the expansion to an additional grade level.

Our fundraising efforts were also notable this year, with the Powercard Fundraiser helping to purchase a new laptop cart, benefiting our students' learning experiences. Additionally, the Live) Announcements on YouTube, held twice a week, have been a fantastic way to highlight the stories from our school and our broader community.

Galbraith Elementary School:

The Galbraith Elementary community has been having a wonderful school year, and we are excited to share some highlights with you!

- Our school's professional inquiry this year is investigating how we can use school data to inform teaching and learning. Staff have been collaborating on purposeful planning, teaching, and assessment practices to support students in their growth.
- Our BOOST program is now in place, with approximately 65 students having access to targeted literacy supports this spring. We have seen considerable literacy growth in students who have accessed this program in the past and are very grateful to be able to offer it again.
- In February, we hosted a World Read Aloud Day celebration, with book character costumes, literacy activities throughout the day, and special celebrity readers joining classes including the Lethbridge Hurricanes, U of L Pronghorns, Mayor Blaine Hyggen, MLA Rob Miyashiro, Councilor Belinda Crowson, Deputy Chief of the Fire Department, Olympian Jim Steacy, local author Nichole Terry, and radio personalities.
- In April, we will host our Community Fair, which invites families to check out the awesome organizations which support people in Lethbridge, such as the Family Centre, My City Care, the Lethbridge Public Library, Building Brains Together, and many others.

We were so grateful for the participation of these busy organizations who support our community!

- Other school events have included our annual Family Dance, monthly Family Fun Nights, and our Winter Celebration which invited families to celebrate the season with a variety of activities.

We hope you enjoy the rest of this school year. Thank you so much for your support!

Senator Buchanan Elementary School:

Thank-you for allowing us to share what is happening in our school.

We have had a very busy 2024-2025 school year at Senator Buchanan. We are a very caring, inclusive and diverse school community, supporting 289 students from Kindergarten through Grade 5. We are passionate about embracing differences and bringing awareness to wellness for our entire school community.

We feel so supported by Executive Council seeing the needs in our building. We are thankful for both Executive and the Board to support our diverse population and always hearing what we need to best support our community.

We stay connected to our community in many ways. We hosted our annual Welcome Back event, serving over 850 bowls on Kona Ice to our community as we welcomed back families into the building.

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4. Acknowledgements of Excellence/School Showcase

Galbraith Elementary School:

We tie this event to our AGM to encourage parent participation in our School Council. Our strength in community connection is evident throughout our building.

We also have a very active Grade 4/5 Leadership Council who represent our student perspective in our school. They help with many tasks within the building including having a voice in budget setting, purchasing and setting priorities for the school year. They are also very active in-service learning and contribute to the community also spreading kindness and appreciation. Our Leadership student help to fundraise at events, such as Buchanan's Night at the Hurricane's Game to continue to raise funds to support the physical well-being of our school community.

Our staff work collaborative in Grade Levelled Teams, meeting weekly for one hour to develop their further understandings in topics of their choice. They then engage in generative dialogue with administration and each other to further push curiosity and growth.

As a school, we continue our Character Education through the Circle of Courage. Our school awards and assemblies to support students in this program. Our assemblies are hosted by our Leadership Council. We have also tied our awards into a large art project outside our school, where each award becomes part of our medicine wheel around a tree. We also continue to add medicine wheels within our school, so the teachings become one with our school.

We are very proud of our universal breakfast, lunch and snack programs. We can serve our entire building now in approximately 15-30 minutes. We cannot express our gratitude for the community support and funding we receive for this important part of our school. We happily upgraded our fridges and freezers to commercial equipment which allows us to store more food for our school. The Roost and our serving window have evolved into a wonderful space to meet the nutritional needs of our students.

We are happy to share with you that we have received several grants already this year and have done lots of fundraising. We have received grants from RBC, President's Choice, and The Legacy Foundation to support our various projects in the school. We continue our partnerships with The City of Lethbridge, The Lethbridge Hurricanes, Zrim Masonry, Canterra Seeds, MyCity Care, Lakeview Bakery, Cobs Bread, EFree Church, Bridge Community Church and the Chinese Opera Society to support our students. We are excited to use these funds soon to further improve our school. We are looking forward to wrapping up our school year together as a community. The Board received the report as information.

5. 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 are the donations and support received by the Division.

- Immanuel Christian Elementary School received the following donations to support their Grade 3 & 4 Mini BB Camp.
- Alberta Ltd \$100
- Veritas Business Inc. \$200
- Amy & Gerrit Schooten \$200
- Michelle's Designs \$200
- KLP Trucking \$1,000
- Stone Age Granite Inc \$200
- Nicole Koster \$50
- Lakeview Elementary School received three donations from their parents, totaling \$350 in lieu of their popcorn fundraiser.

The Board received the report as information.

6. Joint City of Lethbridge and Lethbridge School Boards Committee

The following items were provided as advocacy updates:

- Chair Christine Light, and Chair Carmen Mombourquette of Holy Spirit Catholic School Division, attended and addressed the Governance Standing Policy Committee on Thursday, February 27. At this meeting, the following motion was CARRIED:

BE IT RESOLVED THAT the Governance Standing Policy Committee recommends that City Council:

1. Continue with the Joint Committee of the City of Lethbridge and City School Boards as a key governance and collaboration mechanism until the November 3, 2025

Organizational Meeting of City Council; and 2. Request that the committee investigate the feasibility of formalizing the Joint Committee as a Committee of Council, through the:

a. Development of a proposed mandate, and governance structure; and

b. Assessment of the potential costs and resource implications associated with formalization; and Report back to the Governance Standing Policy Committee with findings and recommendations for Council's consideration at the November 3, 2025 Organizational Meeting of City Council.

- The above motion was pulled out of the consent agenda at the March 11, 2025 Council Meeting and CARRIED in a 7-2 vote.

- The next Joint City/School Boards Committee will be held on April 2 at St. Basil's Education Centre.

The Board received the report as information.

7. Edwin Parr Nominee for Lethbridge School Division

The [Edwin Parr Teacher Award](#) is an annual recognition presented by the Alberta School Boards Association (ASBA) to honour outstanding first-year teachers in the province of Alberta.

Established in memory of Edwin Parr, a former school board trustee and president of the ASBA, the award highlights the dedication and excellence of new teachers who demonstrate exceptional instructional skills, leadership and commitment to student learning.

Each year, school divisions across Alberta nominate one exceptional first-year teacher who has shown significant promise in their profession. Finalists are then selected from six zones across the province, with one recipient chosen from each zone. The award not only recognizes individual achievement but also emphasizes the importance of mentorship and professional growth within the teaching community.

The Board recognized and congratulated the 2024/2025 nominee, Hayley Bedard. She is currently teaching Grade 1 at Nicholas Sheran Elementary School.

8. Public Member Presentation – Meg Fester

Meg Fester delivered a presentation on food insecurity in Lethbridge and the nutritional needs of students in the city.

The presentation can be found at the 1:38:44 mark of the [LIVESTREAM](#).

It is recommended that the Board accept this presentation as information.

9. Transportation Distance Eligibility Change

On February 27th, Budget 2025 was announced by the Province of Alberta. During that announcement, the transportation grant was provided a 2.32% increase and changes were made to the distance eligibility criteria. That change from the Minister of Education is as follows:

Transportation – distance changes for Grades 1 to 6 We have revised the distance eligibility criteria for students in Grades 1 to 6 from the previously announced distance of 1 kilometre to 1.6 kilometres effective September 1, 2025.

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9. Transportation Distance Eligibility Change

This change will address some of the challenges and concerns we heard from school authorities regarding limited capacity to provide service at 1 kilometre. The distance criteria for students in Grades 7 to 12 will be 2 kilometres.

One-year transition funding will be provided for the 2025/26 school year for school authorities that continue to transport students in Kindergarten to Grade 6 that reside between 1 and 1.6 kilometres from their attending school.

The Division initially decided to implement the 1 km distance criteria for kindergarten to grade 6 in the 2024-2025 school year, subsequently Alberta Education made these criteria optional to allow school divisions more time to implement the changes.

Upon reviewing the funding received versus the cost of providing transportation in 2024-2025, it was discovered that there would be an approximate deficit of \$413,000 after making in-year adjustments. Despite the rising costs of transportation, the Division did not receive a grant rate increase for 2024-2025. Historically, the Division has not charged a transportation fee nor encountered a deficit in previous years.

Currently, approximately 518 students are transported between the 1 km and 1.59 km range who would be affected by the new distance criteria. The 2024-2025 school year would have been the first year these students were eligible for transportation.

Contracted bussing costs will increase by 2% in 2025-2026. Transportation funding has not kept pace with the rising costs of transportation services, leading to a projected deficit for the Division in 2024-2025. Unfortunately, the Division is unable to sustain a transportation deficit without charging a transportation fee to all eligible students.

Given this information, it is recommended that the new eligibility distance of 1.6 km for grades 1 to 6 be implemented for the 2025-2026 school year, rather than transitioning at 1 km to limit the potential for a deficit in 2025-2026.

The following moved was unanimously approved:

That the Board accept that transportation distance eligibility criteria be set at 1.6 km for Kindergarten to Grade 6 students, as per the Funding Manual for the 2025/2026 school year.

10. 2025/2026 School Fees

In accordance with policy 802.2, the 2025-2026 proposed school fees were provided for review. Director of Finance, Avice DeKolver was in attendance to respond to any questions Trustees had.

The fees can be found on Page 49 of the [AGENDA](#).

Discussion on the topic beings at the 2:08:35 mark of the [LIVESTREAM](#).

The Board unanimously approved a motion to table 2025/2025 School Fees to the April Regular Meeting.

11. Second Quarter Financial Report

The 2024/2025 Second Quarter Financial Report for the Division were provided for review. Director of Finance, Avice DeKolver was in attendance to respond to any questions Trustees had.

The report can be found on Page 99 of the [AGENDA](#).

The Board approved the 2024/2025 Second Quarter Financial Report as presented.

12. 2026/2028 Capital Plan

The Executive Summary to the 2025/2026 to 2027/2028 Capital Plan for the Division was provided for review. The 141-page detailed Three-Year Capital Plan is also located on the Division website.

The plan can be found on Page 127 of the [AGENDA](#).

Discussion on the topic beings at the 3:00:10 mark of the [LIVESTREAM](#).

It is recommended that the Board accept the 2026-2028 Capital Plan as presented.

The Capital Plan presentation can be found here: [CAPITAL PLAN](#).

13. School Council Conference Support

In the 2024/2025 school year, up to \$400 is available to each school council for the cost of registration at the annual Alberta School Council Association (ASCA) conference. The total funds available are \$9,200.

The Board of Trustees made the following motion related to supporting school councils with conference attendance from available funds provided to the board:

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.

The draft framework was presented to Trustees at the February 25, 2025 Board meeting and presented to the Division School Council on March 3, 2025.

The Board approved the following framework to provide support for school council members to attend the ASCA annual conference and AGM:

For the 2025/2026 school year and until amended by the Board of Trustees:

1. Parents interested in applying for funding support to attend the Alberta School Council Association annual conference and AGM, shall apply using the application form as provided by the Division.

2. Parameters for provision of funding support include:

- Lethbridge School Division will reimburse individuals to attend the conference each year with \$9,200 in total available to support up to eight individuals to attend the conference in person. A maximum of \$1,150 per person is available in any given year for in-person conference attendance.

14. Draft Trustee Code of Conduct (Second Reading)

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

At the Public Meeting of the Board of Trustees held on May 23, 2023, it was stated that Trustees Kristina Larkin and Christine Light will work to update Policy 202.1 Trustee Code of Conduct along with Appendix 202.1A and bring to the Policy Advisory Committee in September.

At the Public Meeting of the Board of Trustees held on May 28, 2024, the following motion was carried: "That the Board direct the policy consultant 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".

The Board of Trustees has been working with Brian Callahan to align Policy 202.1 with the above legislation.

The process has included consultant presentation, board deliberation and seeking legal feedback and guidance. Legal guidance has recommended the Board adopt an expansive and thorough policy framework, wherein definitions and detail are clear, resulting in a decreased risk for misinterpretation.

1st Reading of the DRAFT Trustee Code of Conduct Policy was CARRIED at the Public Meeting of the Board of Trustees held on February 25, 2025. Amendments have since been made to the DRAFT and were presented.

The Board unanimously passed a motion to table to Trustee Code of Conduct to the April Regular Meeting.

Regular Meeting video: [LIVESTREAM](#)



**Highlights from the Regular Meeting
of the Board of Trustees for March.
The next Regular Meeting
is set for April 29.**