



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from April 29 - Next regular meeting May 27 -

1. Committee Reports

Reports were delivered for the Poverty Intervention Committee, Budget Committee, Policy Advisory Committee, Spirit of 51 and Joint City/School Board 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 20 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 36 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 are the donations and support received by the Division.

- Westminster Elementary received \$100 from Amy Tsukishima
- Coalbanks Elementary received \$500 from Community Foundation for the Charles McIntyre Fund
- Lakeview Elementary received the following donations: - Anonymous Donor - \$2,998.93, Colin Moreland - \$239.82, Heather Kunz - \$95.86, Rustin Prete - \$2,000.

- ICE Scholarship - Appreciation of Support from the Business Community

We would like to extend our heartfelt appreciation to the business community for their generous support of the 2025 Innovation, Creativity, and Entrepreneurship (ICE) Scholarships and Showcase Event. Your contributions have made a significant impact on our ability to foster innovation and creativity among our students. The total value of sponsorship received to support the ICE Scholarships and Showcase is \$14,000.

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4. Donations and Support

- ICE Scholarship - Appreciation of Support from the Business Community

Event Sponsors: Ward Bros Construction Ltd. Southland Transportation Dejong Architecture Marsh 1st Techni-call TLD Computers/CustomWorks.

Scholarship Supporters: FWBA MNP Brownlee LLP Dawson Wallace Construction Inspiris RBC RW Mechanical Cavendish Farms.

5. Acknowledgements of Excellence/School Showcase

Park Meadows Elementary School:

At Park Meadows Elementary, our Grade 1 and Grade 4 students are working collaboratively on Conservation Championship projects—an initiative proudly sponsored by the Wilder Institute/Calgary Zoo. The Grade 4 students are exploring environmental stewardship through a focus on water conservation, while our Grade 1 students are investigating the impact of environmental changes on the animals living in affected habitats. Together, they created a video presentation to showcase their findings and will also be sharing their projects in person at the Calgary Zoo on May 6. This year, we introduced a new initiative to recognize staff and students who demonstrate our PRIDE values: Positivity, Respect, Independence, Determination, and Empathy. Staff members write postcards sharing brief stories that highlight how these values are being lived out in our school community. These postcards are read aloud during morning announcements and displayed in the front office. Once the display board is full, students take their postcards home, and the process begins again fostering a continuous cycle of recognition and celebration. We continue to meet monthly with our Pride families for games and activities.

Student leadership has also taken centre stage in the organization of school spirit dress-up days. From “Students Dress Like Teachers and Teachers Dress Like Students” to “Video Game Character Day,” students have shown impressive creativity and initiative. Some even coordinated group costumes representing classic games like Tetris and Pac-Man, bringing excitement and joy to our school community.

Our MakerSpace program is currently moving into its third thematic unit—Animals. Students will soon begin constructing habitat dioramas using shoeboxes, integrating their knowledge and artistic skills. By allowing each theme to span multiple sessions, students have the opportunity to dive deeper into their projects, enhancing both critical thinking and creative output.

In December, we hosted one of our favourite events of the year—Market Day! This is a special day where students get to showcase their entrepreneurial spirit by creating and selling their own products. From plants and bookmarks to bracelets and cookies, the creativity on display is always impressive. The day serves as a fun and educational simulation of an economy, giving students the chance to experience both buying and selling in a lively marketplace.

We’ve also just wrapped up our second and final round of Genius Hour for the year. During Genius Hour, students select from a curated menu of activities inspired by our teachers’ hobbies and passions. This round included a variety of exciting options such as running club, candle making, pottery, and trivia games. It’s always a joy to see students dive into new interests and explore their creativity in different ways.

Every day is a great day to show PRIDE at Park Meadows Elementary, as we continue to take care of ourselves, each other, and our school.

Winston Churchill High School

Churchill submitted a PDF report, which can be found on Page 46 of the [AGENDA](#).

6. Education Week, April 7-11, 2025

Education Week is a celebration of community. The school is not just a building in the neighbourhood, it is the foundation of the community. The first Alberta School Week (Education Week) was held December 2–8, 1928.

This year, Education Week was from April 7-11, but the purpose remains the same.

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6. Education Week, April 7-11, 2025

Education Week celebrates the importance of education and the remarkable things happening in Alberta schools and provides all Albertans with an opportunity to highlight the important role education plays in shaping the future of our province. To celebrate Education Week at the Division level this year, the Lethbridge School Division Trustees recognized staff and celebrated the week using the website, social media and delivering treats to each school for staff appreciation.

The Board received the report as information.

7. Welcome Back Event

The Welcome Back Breakfast has been a hosting tradition for the Board and Education Centre Team to welcome all Division staff back following the summer break into a new school year. This year's event is scheduled to take place on August 29, 2025, at Chinook High School.

The Board accepted this as information and confirmed its support for the event.

8. Community Conversations

The Board of Trustees values community engagement opportunities to hear the perspectives of our partners in education. Community Conversations is an opportunity for stakeholders to connect with trustees in a casual setting to discuss topics of interest and concern around education. The next date for this event: Wednesday, May 7.

Time: 7-8:30 p.m.

Location: Youth One, 1303 13 St. N.

The Board received this as information.

9. Tim Hortons Smile Cookie Campaign

The first-ever Smile Cookie campaign in 1996 raised funds to support Hamilton Children's Hospital. Since then, the annual charitable campaign has raised a total of more than \$130 million for charities and community groups that are selected every year by Tim Hortons restaurant owners. Last year, Smile Cookie raised \$19.8 million, supporting over 600 charities and community groups across Canada and in the United States. Recipients include local hospitals, community care organizations, food banks and schools.

The Lethbridge Ownership Group has chosen the Lethbridge School Division-Poverty Intervention Committee as recipients of the 2025 Smile Cookie Campaign! Smile Cookie Week is April 28 – May 4. One hundred per cent of funds raised will go to the Poverty Intervention Committee (PIC). PIC exists to improve access to, and capacity for student learning within the Lethbridge School Division, through advocacy, direct services and increasing awareness, to identify and reduce barriers created by financial strain.

The board received the report as information.

10. NSBA 2025 Annual Conference

Christine Light attended the NSBA 2025 Annual Conference held April 4-6 in Atlanta, Georgia. A list of sessions, and their synopsis, was included.

The list can be found on Page 54 of the [AGENDA](#).

11. LCI Student Community Impact

Earlier this year, Lethbridge Collegiate Institute student, Cameron Boehme, collapsed during a basketball practice at the school. Three LCI teachers, Ross Bekkering, Darren Majeran and Tysen Pushor, worked to stabilize Boehme before Lethbridge Fire and Emergency staff arrived at the school. Boehme is now back at school, thanks to the combined efforts of LCI staff, the players on his basketball team and Lethbridge's first responders.

The Board received the report as information.

Please click on the following link for more details on Boehme's story: [COMMUNITY IMPACT](#).

12. Cardiac Crash Course

Representatives from Lethbridge EMS and Lethbridge Collegiate Institute introduced the Cardiac Crash Course - a new initiative Lethbridge EMS was eager to share with the Division.

The program was developed in response to the cardiac event that involved Cameron Boehme at LCI earlier this year. It represents a proactive and positive step forward in equipping students and staff with potentially life-saving knowledge and skills.

The Board received the report as information.

13. Presentation on Winston Churchill High School's International Baccalaureate Program

The International Baccalaureate (IB) program strives to develop students who build a better world through intercultural understanding and respect. IB is committed to developing inquiring, knowledgeable and caring young people who are motivated to grow and succeed. IB encourages students to ask challenging questions, to critically reflect, to develop research skills, and to learn how to learn.

Tracy Wong, principal, and Aaron Becking, vice-principal, shared details about this program.

The Board received the presentation as information.

14. Approval of an International Trip

Levi de Groot from Immanuel Christian Secondary School requested approval to take approximately 15-25 grade 10-12 students on an International Trip to Athens, Greece from April 2-10, 2026. Information regarding the educational benefits of the trip and proposed itinerary were attached. The estimated cost per student is approximately \$5,000 in Canadian funds.

The Immanuel Christian Secondary School trip to Athens, Greece in April, 2026 was unanimously 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.

15. DRAFT Trustee Code of Conduct (Second Reading)

Background:

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

May 23, 2023:

At the Public Meeting of the Board of Trustees 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.

May 28, 2024

At the Public Meeting of the Board of Trustees 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."

September 2024 through March 2025:

The Board of Trustees has been working with policy consultant Brian Callahan to update Policy 202.1. The process has included consultant presentation and Board deliberation in monthly Committee of the Whole meetings, as well as opportunity to provide ongoing feedback.

January 28, 2025:

First Reading of the DRAFT Trustee Code of Conduct Policy was brought forward at the Public Meeting of the Board of Trustees. The motion was tabled to the Feb. 25 Board Meeting.

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15. DRAFT Trustee Code of Conduct (Second Reading)

Feb. 11, 2025:

Yvon Prefontaine LLP provided legal feedback and guidance to the Board at the Committee of the Whole meeting. The legal recommendation to the Board was to adopt an expansive and thorough policy framework, wherein definitions and detail are clear, resulting in a decreased risk for misinterpretation. The recommended DRAFT Trustee Code of Conduct Policy was to be presented for First Reading.

Feb. 25, 2025:

First Reading of the DRAFT Trustee Code of Conduct Policy was CARRIED at the Public Meeting of the Board of Trustees.

March 25, 2025:

Second Reading of the DRAFT Trustee Code of Conduct Policy was brought to the Board at the Public Meeting of the Board of Trustees. This reading was tabled to the April 29 Board Meeting following written submission of suggested significant amendments via email. The timeline of this submission would not enable board members to review them appropriately prior to debate.

The Board moved to accept the following motion: That the Second Reading of the DRAFT Trustee Code of Conduct Policy be accepted as presented.

The motion passed by a 4-3 vote, as Trustees Tyler Demers, Kristina Larkin, Christine Light and Craig Whitehead voted for the motion and Trustees Andrea Andreachuk, Allison Purcell and Genny Steed voted against the motion.

Discussion on the topic began at the 2:05:10 mark of the [LIVESTREAM](#).

16. CUPE 290 Memorandum of Agreement between the Board and CUPE Local #290

The Lethbridge School Division negotiating committee and CUPE Local #290 reached Memorandum of Agreement dated April 14, 2025. The agreement is for a term from September 1, 2024, to August 31, 2028. This Agreement is in compliance with the Public Sector Employers Act and has been approved by the Public Bargaining and Compensation Office of the Province of Alberta.

CUPE Local # 290 held a ratification vote on the Agreement on April 16, 2025.

The Board passed the following motion:

That the Memorandum of Agreement between the Board of Trustees of Lethbridge School Division and the Canadian Union of Public Employees No. 290 dated the 14th of April 2025 be approved.

17. CUPE 2843 Memorandum of Agreement between the Board and CUPE Local #2843

The Lethbridge School Division negotiating committee and CUPE Local #2843 reached Memorandum of Agreement dated April 14, 2025. The agreement is for a term from September 1, 2024, to August 31, 2028. This Agreement is in compliance with the Public Sector Employers Act and has been approved by the Public Bargaining and Compensation Office of the Province of Alberta.

CUPE Local # 2843 held a ratification vote on the Agreement on April 16, 2025.

The Board passed the following motion:

That the Memorandum of Agreement between the Board of Trustees of Lethbridge School Division and the Canadian Union of Public Employees No. 2843 dated the 14th of April 2025 be approved.

18. Board Budget Beliefs Statements for Preparation of 2025/2026 Budget

In preparation for the development of the budget for the following school year, the Board of Trustees reviews the Belief Statements that guide the preparation of the budget.

18. Board Budget Beliefs Statements for Preparation of 2025/2026 Budget

The Belief Statements provide high level guidance on preparing an annual budget that fiscally manages the Division's funds in a responsible manner, ensuring that the educational needs of students are met within a balance budget, as required by the Education Act.

The Board of Trustees reviewed the Belief Statements for preparation of the 2025/2026 budget and they were attached for approval.

The Board unanimously approved the Board of Trustees Belief Statements for preparation of the 2025/2026 Budget, as presented.

19. DRAFT Policy 402.11.2

The committee reviewed stakeholder feedback about Policy 402.11.2 Support Staff Growth, Supervision and Evaluation, with support from Associate Superintendent of Human Resources Robbie Charlebois and Director of Human Resources Rhonda Aos. A finalized draft for presentation to the board was created.

The committee began initial review of Policy 303.3 Administrator Growth, Supervision, and Evaluation. Discussion was had about whether Policy 303.3, Policy 402.11.1 Teacher Growth, Supervision, and Evaluation, and Policy 402.11.2 should be combined into a Staff Growth, Supervision, and Evaluation Policy. The committee has directed this for discussion and direction to the board for direction to the committee. Attached are two policy exemplars, which have not been reviewed by Policy Advisory Committee.

Trustee Kristina Larkin proposed the following motion:

That we accept the Policy 402.11.2 Support Staff Growth, Supervision and Evaluation as presented, and that we direct the Policy Advisory Committee to work on a condensed staff growth, supervision and evaluation policy. The policy can be found on Page 86 of the [AGENDA](#).

20. Correspondence Received

The Division received a letter from the Minister of Education, concerning a project approval as part of the school capital approval announcements in March of 2025.

Planning funding approval has been given for a new school in southwest Lethbridge.

20. Division Non-Union Staff Compensation

Trustee Tyler Demers opened a discussion on compensation for Division non-union staff, and proposed the following motion:

I move that the Lethbridge School Division provide non-union staff wage increases as follows:

- effective Sept. 1, 2024 - three per cent
- effective Sept. 1, 2025 - three per cent
- effective Sept. 1, 2026 - three per cent
- effective Sept. 1, 2027 - three per cent.

Trustee Andrea Andreachuk proposed a motion to defer the motion to the Board Budget Meeting of May 26. The motion was passed unanimously.

Regular Meeting video: [LIVESTREAM](#)



**Highlights from the Regular Meeting
of the Board of Trustees for March.
The next Regular Meeting
is set for May 27.**