

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

In Attendance:

Trustees: Genny Steed; Kristina Larkin, Andrea Andreachuk, Craig Whitehead, Christine Light, Tyler Demers, Allison Purcell

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

Chair Christine Light called the meeting to order at 12:00 p.m.

1. Move to In-Camera

Trustee Kristina Larkin moved:

“that the Board move to In-Camera.”

*Move to In-Camera
7315/25*

CARRIED UNANIMOUSLY

Christine Lee and Tina Carnegie left the In-Camera meeting at 12:04 p.m.

Associate Superintendents and Tina Carnegie joined the meeting 1:13 p.m.

Trustee Allison Purcell moved to come out of the In-Camera meeting at 2:17p.m.

Chair Christine Light recessed the meeting until 2:31 p.m.

Reconvene Meeting

2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial
Acknowledgement*

3. Consent Agenda

Committee Reports:

3.1 Division School Council

3.2 Facilities Committee

Consent Agenda

4. Approval of Agenda

Trustee Andrea Andreachuk moved:

“to approve the agenda, as presented.”

*Approval of Agenda
7316/25*

CARRIED UNANIMOUSLY

5. Approval of Minutes for February 25, 2025

Trustee Kristina Larkin moved:

“The minutes of the regular meeting of February 25, 2025, be approved as presented and signed by the chair”

*Approval of Minutes
from February 25,
2025
7317/25*

CARRIED UNANIMOUSLY

- | | |
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| 6. <u>Business Arising from the Minutes - none</u> | <i>Business Arising from the Minutes</i> |
| 7. <u>Associate Superintendent Reports</u> | <i>Associate Superintendent Reports</i> |
| 7.1 <u>Business and Operations</u>
Associate Superintendent Christine Lee provided a written report. | <i>Business and Operations</i> |
| 7.2 <u>Instructional Services</u>
Associate Superintendent Morag Asquith provided a written report. | <i>Instructional Services</i> |
| 7.3 <u>Human Resources</u>
Associate Superintendent Robbie Charlebois provided a written report. | <i>Human Resources</i> |
| 8. <u>Superintendents Report</u> | <i>Superintendents Report</i> |
| 8.1 <u>Assurance Priorities Report</u>
Assurance Priorities were included in the agenda. | <i>Assurance Priorities Report</i> |
| 8.2 <u>Acknowledgement of Excellence</u>
Acknowledgements of excellence and reports showcasing the accomplishments of Lakeview Elementary and Gilbert Paterson Middle School are included in the agenda. | <i>Acknowledgement of Excellence</i> |
| 8.3 <u>Calendar of Events</u>
Calendar of Events was included in the agenda. | <i>Calendar of Events</i> |
| ADDITIONS:
March 29 – Boundary Committee Meeting
April 2 – Joint City/School Boards Committee Meeting
April 3 – ICES Spring Program
April 9 – PSBA, hosting evening with MLA’s at the Matrix Hotel
April 10 & 11 – PSBA – PD and meeting | |
| 8.4 <u>Donations and Support</u>
A memo outlining the generous donations to schools has been included in the agenda. | <i>Donations and Support</i> |
| 9. <u>Board Chair Report- Memos were included in the agenda package</u> | <i>Board Chair Reports</i> |
| 9.1 Community Conversations | |
| 10. <u>Presentations</u> | <i>Presentations</i> |
| 10.1 Edwin Parr nominee Hayley Bedard was presented | |

10.2 LCI student Cameron Boehme – Moved to the April Board Meeting

10.3 Meg Fester presented a PowerPoint on Food Security: Foundations for Academic Success

11. Action items

Action Items

11.1 Approval of School Fees

Trustee Kristina Larkin moved:

“That the Board table the decision of the 2025-2026 school fees as presented to the April Board Meeting pursuant to any further information and clarification we can receive.”

*Approval of School Fees
7318/25*

CARRIED UNANIMOUSLY

11.2 2024-2025 Second Quarter Financial Report

Trustee Andrea Andreachuk moved:

“That the Board approve the 2024-2025 Second Quarter Financial Report as presented.”

*2024-2025 Second Quarter Financial Report
7319/25*

CARRIED UNANIMOUSLY

11.3 2026-2028 Capital Plan

Trustee Kristina Larkin moved:

“That the Board accept the 2026-2028 Capital Plan as presented.”

*2026-2028 Capital Plan
7320/25*

CARRIED UNANIMOUSLY

11.4 School Council Conference Support

Trustee Craig Whitehead moved:

“That the Board approve the following framework to provide support for school council members to attend ASCA annual conference and AGM as listed below and amended:

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

*School Council Conference Support
7321/25*

available to support up to **eight** individuals to attend the conference in person. **A maximum of \$1150 per person is available in any given year for in-person conference attendance.**

- Should **more than eight** individuals make a request to attend the conference (whether in person or virtually), the maximum amount of \$9,200 is **shared between all individuals** that have made an application and have been approved.
- Application must be received by **December 1** of the year of the conference. The applications will be presented to the January meeting of Division School Council for nomination. All nominated applications will be forwarded to the Office of the Superintendent for final approval by the Superintendent of designate by **January 31**.
- Applicants that receive approval will be required to submit all receipts for costs of registration, hotel, fuel, parking for reimbursement. Meals not provided will be provided at Lethbridge School Division prescribed rates. Reimbursement will be submitted, on the prescribed form, to the Finance Department at Lethbridge School Division to the maximum approved.
- In years that the conference is held virtually, discussion will occur at the approval stage related to the provision of other expenses such as meal per diem and childcare costs.
- **Conditions of attendance:** Attendees will provide a summary of professional learning and takeaways from the conference and provide a verbal or written report to the Division School Council the month following the conference attendance.”

CARRIED UNANIMOUSLY

11.5 Transportation Eligibility

Trustee Kristina Larkin moved:

“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.”

*Transportation
Eligibility
7322/25*

Trustee Craig Whitehead was not in the room when vote on the motion was made.

CARRIED

11.6 Trustee Code of Conduct 2nd Reading

Trustee Christine Light moved:

“That the Board move to accept the following motion:

That the 2nd Reading of the DRAFT Trustee Code of Conduct Policy be tabled to the April Board meeting.”

*Trustee Code of
Conduct 2nd Reading
7323/25*

CARRIED UNANIMOUSLY

12. Public Forum

Public Forum

13. Division Highlights

Division Highlights

Allison- highlight the number of school council using their ASCE grant, Corporal Bangle presentation, school councils came together to discuss how to use their ASCE grant to put event on, open to any parent, this Thursday at CASA 7 p.m. Spirit of 51, such a great event, opportunity to sit and share time with support staff, appreciate all support staff in division. Community conversations, great to see parents and community coming out to this. School councils attended Chinook and Lethbridge Christian School this month.

Christine- Community Conversations, had over 8 people show, grateful to parents and community members who invest time in our school division, have a voice and share, attended Spirit of 51, thanks to Andrea, Tyler and Carrie & team for a great event. Attended Gilbert Paterson’s musical theatre class, great event put on by Tyler Leavett. Attended Nicholas Sheran and Plaxton’s School Council and Senator Buchanan’s Breakfast, great to connect with staff members and share stories.

Andrea- Highlight Spirit of 51- beautiful stories that impact students and families, grateful to Tyler for support at this event and also to Carrie Fahl, she is amazing! Attended the Senator Buchanan Breakfast, enjoyed the Harry Potter themed library, attended the New Teacher Induction Banquet, enjoyed attended Working Conditions Committee Meeting, as well as Galbraith and Mike Mountain Horse DSC meetings. Community Conversations – turnout was amazing.

Genny- Highlight being year 3 School Council Trustee, appreciate the collaborative opportunity, sharing perspective, great to see DSC get together. Appreciated the online safety presentation, internet child exploitation, was good to see school councils take this back to their

parents, sharing funds for opportunity of learning and growth on area of shared concern.

Craig- Attended Probe School Council, attended Skills Competition at Lethbridge Polytechnic, male and female welder, WCHS had a number of students in the cake one, Chinook had some in the culinary, automotive, kids working individually just as intense as any athletic team – congratulations to all students and teachers who support them. Attended 4A & 2A Zones, Spirit of 51, Senator Buchanan Breakfast, Zone 6 ASBA meeting, ATA Induction, Zombie Prom, going to Coalbanks on Wednesday and ICE on Thursday and Community Conversations, was fun.

Kristina- Attended the Zombie Prom, love the performances, represents how much work they put in, grade 7 cast, able to see the performances, great to see growth across the division. Congrats to all who has a hand in it.

Tyler – All has been covered.

14. Information Items

Information Items

Extend the Meeting

Extend the Meeting

Craig Whitehead moved to extend the meeting past 6:00 p.m.

CARRIED UNANIMOUSLY

15. Correspondence Received

None.

*Correspondence
received*

16. Correspondence Sent

Correspondence Sent

16.1 Letter of Response to Meg Fester

Trustee Andrea Andreachuk moved:
“To go back to In-Camera 6:03 p.m.”

Back In-Camera

CARRIED UNANIMOUSLY

Chair Christine Light recessed the meeting until 6:13 p.m.

Andrea Andreachuk moved out of In-Camera at 8:13 p.m.

17. **Adjournment**

Adjournment

Chair Christine Light moved:

“To adjourn the meeting at 8:13 p.m.”

CARRIED UNANIMOUSLY

Christine Light,
Chair

Christine Lee,
Associate Superintendent
Business and Operations