



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from September 23 - Next regular meeting November 25 -

1. Committee Reports

Reports were delivered from the Spirit of 51 Committee, Joint City and School Boards Committee and the Audit Committee, along with the PSBAA report.

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

2. Associate Superintendent Reports

Kyle Beauchamp, 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 16 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 29 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 gratefully received \$250 from Sunrise Rotarians for a year end BBQ and \$3,787.20 from Green Acres Foundation for the Sue LaBuhn Memorial Library
- Nicholas Sheran Elementary School was thrilled to receive \$1,100 from a grandparent, Frances Blackwood, to purchase UFLI resources for teachers.

5. 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. Congratulations to the following Division staff and students:

Mike Mountain Horse Elementary School

It has been an exciting few weeks at Mike Mountain Horse Elementary School! This year's start up has been a bit different from previous years with our decrease in enrollment due to the opening of West Coulee Station.

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5. Acknowledgements of Excellence/School Showcase

Mike Mountain Horse Elementary Showcase:

Meeting new students and families, preparing for new year of teaching and learning, and reconnecting with colleagues makes for an eventful beginning. As our school population changed this year, we decide to make a few changes as a school beginning with hold our Meet The Teacher Open House on August 27 from 4:00pm – 6:30pm. Families were welcomed to the school to meet their child’s classroom teacher and explore the school spaces before we returned for our regular start up. Once again Kona Ice partnered with us to offer sweet treats outside as students and families came to the school.

On August 28th we began our school professional learning residency with a full day of literacy learning with Dr. Robin Bright. Dr. Bright will be working with our school throughout the year, supporting staff in addressing comprehensive literacy classrooms and supporting best practice in literacy instruction for students. Dr. Bright will be joining our staff on two additional PL days as well as connecting with individual teachers to mentor, team teach or model lessons. We are so excited about this amazing partnership!

Our first school-wide activity took place on September 5th with our first blue and yellow spirit day and annual Welcome Back Assembly. We certainly noticed the difference in having 150 less student packed into our gym!

Upcoming events include our annual Westside Elementary Schools Terry Fox walk on September 23, and engaging students in meaningful acts of reconciliation including continued focus on learning the Blackfoot language, engaging in quality literature and creating art projects to celebrate and honour 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.

General Stewart Elementary School Showcase:

General Stewart’s showcase report can be found on Page 37 of the [AGENDA](#).

6. World Teachers’ Day

World Teachers’ Day is held annually on October 5th 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 publicly acknowledged the commitment to excellence that teachers, and all staff members, demonstrate for the benefit of students.

7. Trustee Recognition

Election 2025 marks the end of the current Lethbridge School Division Board of Trustees’ tenure. The Lethbridge School Division Board of Trustees for the 2021-2025 Term included:

Andrea Andreachuk, Tyler Demers, Kristina Larkin, Christine Light, Allison Purcell, Genny Steed and Craig Whitehead. The Election 2025 Nomination Period Closed on September 22, 2025. Two Trustees are not seeking re-election: Trustee Andrea Andreachuk (1 Term: 2021-2025)

Trustee Tyler Demers (5 Terms: 2004-2007, 2007-2010, 2013-2017, 2017-2021, 2021-2-25).

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7. Trustee Recognition

Chair Christine Light extended gratitude to Trustee Andreachuk and Trustee Demers for their commitment and service to Public Education and the role of Trustee, as well as the positive impact they have had on the students, staff, and families of Lethbridge School Division.

The Board received the report as information and recognized Trustees Andreachuk and Demers.

8. Joint City of Lethbridge and Lethbridge School Boards Committee Update

April 2, 2025

At the Joint City of Lethbridge and Lethbridge School Boards meeting, a sub-committee was formed to amend the Terms of Reference for the committee as well as discuss the feasibility of moving forward. Members of the sub-committee: Trustee Christine Light, Trustee Tricia Doherty, Councillor Jenn Schmidt-Rempel.

May 13, 2025

The sub-committee met and redrafted a Terms of Reference to reflect the purpose and direction the committee expressed desire to move forward with. (see attached document)

July 24, 2025

Chair Christine Light presented the work of the sub-committee to the Governance Standing Policy Committee. At the conclusion of discussion, the following motion was CARRIED (3-1): BE IT RESOLVED THAT the Governance Standing Policy Committee refer the matter and the documents presented by Ms. Light to the Joint Committee of the City of Lethbridge and Lethbridge School Boards to have them provide the following:

The feasibility of formalizing the Joint Committee as a Committee of Council;

1. A proposed mandate, and governance structure; and
2. Potential costs and resource implications associated with formalization along with formal approval from the Committee for recommendation to a Governance Standing Policy Committee meeting prior to the end of Q2, 2026.

Information requested at the Governance SPC

1. For the City Clerk's Office to provide source documentation to the Joint City School Boards Committee on Joint Committee structure.
2. For Chair Christine Light to provide context on how other municipalities organize governance relations between Councils and Boards.

The Board received the report as information.

9. Election 2025

School board trustees are locally elected representatives who play a critical role in shaping the future of public education. Their role is to oversee and provide important governance for school divisions in our education system. School boards are crucial decision-making bodies that guide the educational experiences of thousands of students across Alberta.

Albertans vote for their trustees as part of their general municipal election. Lethbridge School Division promotes and encourages interested citizens to run for the office of elected school board trustee.

Election Period is October 8 - October 20, 2025.

Information on the role of a trustee, running for office, forums and important Lethbridge School Division dates for candidates can be found through the following links:

Lethbridge School Division

[Election Information | Lethbridge School Division](#)

City of Lethbridge

[Elections | City of Lethbridge](#)

Alberta School Boards Association

[Municipal Elections](#)

Public School Boards' Association of Alberta

[2025 Municipal Election](#)

The Board received the report as information.

10. Approval of International Trip

Dave Fletcher from Lethbridge Collegiate Institute requested approval to take approximately 44 grade 9-12 students on an International Trip to Italy from April 3rd – 12th, 2026. Information regarding the educational benefits of the trip and proposed itinerary were attached. The estimated cost per student is approximately \$5,200 in Canadian funds.

The Board unanimously passed the following motion:

That the LCI trip to Italy in April, 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.

11. Year End Committee Reports

Year End Reports for the 2024/2025 school year were included in the agenda package.

At the Organizational Meeting held on Nov. 4, 2025, Trustee membership will be assigned to Standing and Special (ad-hoc) Committees.

12. Committee Annual Report – Poverty Intervention Committee

In 2024/2025, the Poverty Intervention Committee met in November, January, and May. The March, 2025 meeting was cancelled due to illness.

The highlight of the 2024/2025 year was the Tim Horton's Smile Cookie campaign in May 2025.

The committee thanks the local owners of Lethbridge Tim Horton's for selecting and supporting the Poverty Intervention Committee. With the support of volunteers and staff and Tim Horton's teams, PIC raised \$70,750.69 to support the direct services of the school divisions to reduce the barriers to learnings created by families' financial strain.

Other donors in 2024/2025 included Panago Pizza, E-Free church, United Way, and others.

Donors to PIC and to schools are thanked for their ongoing contributions and support of our students – learning is a community endeavour, and their support is essential.

Work on food provision in schools, including snacks, breakfast, and lunch, are under review by the division and schools. This is due to changes in the Mindful Munchies program funding at Lethbridge Food Bank, as well as School nutrition Grants changes, and other system efforts.

Updates are expected in 2025/2026 school year.

The PIC Trustees Larkin and Light thank all committee members for their participation and efforts.

The impacts of financial strain on students and their learning are a challenge across the division, in every school, and the collective effort of PIC committee members and their stakeholder groups are appreciated and valued.

The Board accepted the annual report as information.

13. Committee Annual Report – Policy Advisory Committee

Background

In 2024/2025 the Policy Advisory Committee reviewed:

- Policy 1005.6 School Generated Funds
- Policy 1001.3 Communications
- Policy [Draft] Staff Growth, Supervision & Evaluation (to replace Policy 303.3, 402.11.1, and 402.11.2)
- Policy 607.4 Responsible Use of Technology
- Policy 800.1 Signing Authority
- Appendix 502.1 Student Code of Conduct

In 2024/2025 the Policy Advisory Committee met:

- June 4, 2025
- May 7, 2025
- April 2, 2025

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13. Committee Annual Report – Policy Advisory Committee

- March 5, 2025
- February 12, 2025
- January 15, 2025
- December 11, 2024
- November 13, 2024
- October 9, 2024

The Policy Advisory Committee Trustees Larkin & Steed thank the committee members for their contributions to the important work of ensuring stakeholder engagement in policy review.

Committee members paid special attention in 2024-2025 to seeking and reflecting feedback from their community groups including employee groups, parent communities, and all ages of students.

The Board accepted the annual report as information.

14. Committee Annual Report – 2024/2025 Board Budget Committee

Budget Development within the division includes feedback from many stakeholders. For the 2025/2026 Budget, Board activities have included:

January 23, 2025: Board and Administrator Committee Budget Session to receive feedback from administrators in conversation as well as in survey related to the budget.

January 27, 2025 - February 4, 2025: Board Budget Committee Chair offered to meet with individual Trustees to more deeply explore their budget priorities in advance of further budget development. Four Trustees each individually met with the Board Chair for this discussion, and the notes from these discussions will be provided to the Board of Trustees at Board Strategic Planning in March 2025.

February 4, 2025: Board Budget Committee met to action the request from Board Community Engagement Committee to implement a budget survey. The survey can be completed online until February 26, 2025: <https://www.lethsd.ab.ca/our-district/news/post/budget-survey-nowonline-as-division-prepares-for-2025-2026-preliminary-budget>

February 4, 2025: As well, Town Hall 2025 occurred at Victoria Park High School, attended by many students, staff, parents, and community members. Data is being reviewed for use in budget considerations for 2025-2026.

February 11, 2025: Initial review of administrator feedback survey.

March 6 & 7, 2025: Board Strategic Planning session hosted with the Board and Executive Council. Future dates will be confirmed Additional dates for development and review based on release dates of Alberta Education funding details.

April 15, 2025: Board Committee of the Whole hosted with Board and Executive Council, held as a Special meeting with discussion of the budget.

May 20, 2025 – 1pm : Public Presentation of the Draft Budget to the Public.

May 26, 2025 - 2pm: Board Budget Debate took place. This is a public meeting with opportunity for each Trustee to share their perspective and then debate each section of the budget.

May 27, 2025 – 1pm: Board Meeting for Budget vote took place, passing the budget. Minutes can be viewed on the Lethbridge School Division website. [Board Meetings | Lethbridge School Division](#)

May 31, 2025 (on or before): Budget Submission to Alberta Education by Lethbridge School Division per legislated requirements.

The public can view all financial documents on the Lethbridge School Division website [Financial Reporting | Lethbridge School Division](#).

The Board Budget Committee Chair thanks the public for their participation in budget engagement opportunities, and thanks the Trustees for their active and thoughtful participation in the budget process.

The Finance team at Lethbridge School Division is sincerely thanked for their skill, dedication, and thoroughness in the budget development, engagement, and approval process.

14. Committee Annual Report – 2024/2025 Board Budget Committee

Finally, the Chair also thanks Associate Superintendent Christine Lee, as she has completed her final year and therefore final budget with Lethbridge School Division upon her retirement at the end of 2024/2025. Christine's many years of talented financial leadership have ensured that students always remained at the centre of financial decision making at Lethbridge School Division. Christine promoted a budget culture of transparency and responsibility that stewards the public dollars invested in public education. On behalf of the Board Budget Committee, Christine is sincerely thanked for her commitment, and we celebrate the legacy she leaves upon her retirement.

The Board accepted the report as information.

15. Community Engagement Committee Annual Report 2024/2025

Members per Terms of Reference:

- Two Trustees, one of whom will be chair:
 - Trustee Andrea Andreachuk (Chair)
 - Trustee Christine Light
- Superintendent or designate: • Mike Nightingale
- Minimum of One Representative from the Division School Council:
 - Attendees in 2024 included: Shelley Roest, Allison Purcell, Gurpreet Singh (DSC Rep)
- Communications Officer: • Garrett Simmons
- Associate Superintendent – Business and Operations • Christine Lee

Supports: Tina Carnegie Executive Assistant to the Office of the Superintendent

The committee met on October 30, 2024, December 6, 2024, and February 10, 2025. A meeting set for June 13th, 2024 was cancelled by the Chair to enable committee members to get to year end school events such as concerts.

Topics of 2024-2025, discussions included:

1. Town Hall:

Feedback for possible Town Hall questions and topics began earlier in the year. Supt. Mike Nightingale provided a recap on the event, and mentioned the evening went well and the turnout, estimated to be 180, was down slightly from 2024, likely due to the cold weather. He highlighted the work of many in the Education Centre who helped make the event a success. People were engaged in meaningful conversation around the tables, he added, and mentioned the transition from the first session to the second session also went smoothly. As for the online Town Hall survey, it was noted the survey had 249 responses as of Feb. 10, and efforts were made by schools to collect more student responses. The feedback and data was compiled and was very helpful in Strategic Planning.

2. The ICE Awards Showcase was held on March 27 event at Winston Churchill High School. The committee learned \$11,500 was collected from sponsors for 2025. Supt. Mike Nightingale thanked the community for the incredible support the scholarship and the showcase has enjoyed over the years. Door prizes were arranged and sponsor recognition plaques were ordered. Ribbons were handed out, along with \$100, for every elementary and middle school table in attendance. Ribbons were handed out for tables that displayed innovation (Pioneer of Possibilities), creativity (Imagination Champion) and entrepreneurship (Future CEO). The event was very well attended and a wonderful night for students, their parents and the community to take part in and view Innovative, Creative and Entrepreneurial Projects! Thank you to our amazing sponsors, to Christine Lee, Garrett Simmons and their committees, and to Churchill Staff for all of your help in making the evening such a success!

3. The ICE Award Scholarship Awards are an important event for our committee. We thank Garrett Simmons for getting the applications out in January for us and for all of his organizational help!

15. Community Engagement Committee Annual Report 2024/2025

The committee discussed the process involved in shortlisting applications. April 30 was the deadline for application submissions and we had a record number of applications this year! A promotional video was made to help encourage applications. The timeline for shortlisting and judging was also discussed, as committee members settled on early May as a date for the selection committee to meet, and mid-May for judging, which would include the student presentations. The committee also expressed a desire to reach out to members of the local business community to add to judging panel.

ICE Scholarship Awards Scholarship Recipients for 2024 – 2025:

On May 29th, Andrea Andreachuk, Christine Light and Garrett Simmons had such a lovely day judging the ICE Scholarship Presentations. The students all did such an amazing job! We thank Shelley Roest for helping with the shortlisting!

We would like to acknowledge Christine Lee's amazing dedication to the ICE Scholarships. Over the last nine years she has championed the ICE Scholarships and been instrumental in encouraging wonderful sponsorships of these important scholarships. We thank Southland Transportation, TLD/CustomWorks, Marsh, DeJong Architecture, Ward Bros. Construction Ltd., FirstTechniCall, Inspiris, RBC, Brownlee LLP, Dawson Wallace Construction, RW Mechanical and Plumbing, Cavendish Farms, FWBA Architects and MNP for their showcase and scholarship support over the past years. Your help is so appreciated and helps the students to achieve their dreams and goals.

We would like to share the list of ICE Scholarship Awards Recipients for 2024/2025:

Grade 9/10 Individual Students:

Shindara Kayode-Olayemi - Black History Month - \$1,000.

Tait Low - Creative Song Writer - \$1,000.

Grade 9/10 Group Entry:

Kathleen Wu and Starr Sun - Youth Dragon Boat Group - \$500 to each student

Grade 11/12 Individual Students:

Vinnie Parker - Grief Project - \$1,000.

Mia Baker - Diabetes Care Packages for newly diagnosed children - \$1,000.

Grade 11/12 Group Entry:

Sifan Hossain, Ben Monteiro, Saeran Hossain, Isaak Bartz and Kyler Prete - The Brass Brothers - \$200 to each member.

Congratulations to all!

Thank you Garrett for producing this excellent article and video of the recipients sharing their projects. It really shows how important the projects were to the students! Please find the link here:

<https://www.lethsd.ab.ca/our-district/news/post/division-honours-winners-of-2024-2025-iceawards-scholarships>

Thank you most sincerely to Christine Lee for championing these scholarships for the past nine years! You will be missed! Perhaps you will come back and be a guest judge for the 10th Anniversary of the ICE Scholarships!

4. Community Engagement: Hosted several Community Conversations as a way for the The Board of Trustees to engage with our community.

They were held:

January 21st, YMCA 1 – 1 pm

March 19th, LFGA Hut 9 – 10:30 am

May 7th, Youth One 7 – 8:30 pm

It was mentioned daytime Community Conversation events may be difficult for community members to attend. With that in mind, it was suggested evening meetings, or online meetings, might be better options. In our experience the morning event had the best turnout and was really well attended.

15. Community Engagement Committee Annual Report 2024/2025

Community Conversations will be added to the Terms of Reference so it can be reconsidered in the coming years as a way to connect with the community should a Board wish to.

5. Budget Feedback Over 200 responses were received for the Division's survey pertaining to planning for the 2025/2026 preliminary budget. The survey closed on Feb. 26.

Responses were collected and data was presented to the Board to assist in strategic planning. Committee members mentioned the survey was well designed.

6. The One Division One Book project has been included in the Terms of Reference so that it may be revisited in future years.

The Board received the report as information.

16. Spirit of 51 Committee Report Annual Report 2024/2025

Committee Members:

Andrea Andreachuk, Trustee, Chair

Tyler Demers, Trustee,

Robbie Charlebois, Associate Superintendent, Human Resources

Carrie Fahl, Division Administrative Assistance, Human Resources

Rhonda Aos, Director Human Resources, Support Staff

Type of Report: Annual Report to the Board of Trustees

Committee activities:

Employee Recognition – Years of Service:

Spirit of 51 is responsible for employee service recognition gifts in the Division. These awards are presented at the individual school year-end wrap up. The gift schedule is outlined below. We continue to use the more flexible and customized catalogue gift selection for years 10- 25, instead of the coloured glass apples we had been utilizing for the past number of years.

Years of Service: 40: Catalogue gift selection value \$400-450

35: Catalogue gift selection value \$350-400

30: Catalogue gift selection value \$300-350

25: Catalogue gift selection value \$125-175

20: Catalogue gift selection value \$100-125

15: Catalogue gift selection value \$75-100

10: Catalogue gift selection value \$50-75

5: Frame with Certificate.

Human Resources facilitates the selection process, orders the awards and wrapping through the catalogue service and organizes them for delivery to each school. The administration at each school along with a Trustee and Executive Council member acknowledge the employee and present the awards.

Event date: School's year end celebration in May/June (TBA by location)

Retirement: All retiring employees are invited to a banquet, hosted by the Board of Trustees thanking them for their service with the School Division.

Event date: The first Wednesday in June.

Friends of 51: This program acknowledges and provides formal recognition to individuals or groups who have provided significant service or contributions to Lethbridge School Division.

A list of recipients of the Friends of 51 is included below. This year the awards were presented at school assemblies throughout the month of June prior to the end of the school year. Each school presented a gift and card to their community partners at their assembly with the support of their school Trustee and/or Executive Council Representative.

16. Spirit of 51 Committee Report Annual Report 2024/2025

Deadline for nominations: Mid-April

Recognition and gift delivery: June.

We are now ordering our apples/gift/awards for the Friends of 51 Recipients by a local artisan which has made the practice much more sustainable. They are beautiful and were well received by the recipients.

We have one of our trees which displays the Friends of 51 Recipients' Apples on it, on display. We will be adding one more, taller tree to accommodate all of the Apples. In exciting and important news, we will be partnering with our Indigenous Education Team to honour Indigenous ways of knowing in our front hallway. Mel Morrow will be putting together 2 Beautiful Shadow Boxes which will display the Division's Chamber of Commerce Spirit of Reconciliation Award, a Metis Sash, an Inukshuk, a braid of Sweetgrass, an Oki sign and a little ribbon skirt. They will be hung in the front hall to honour our Lethbridge School Division's Blackfoot name, Aakaipookaisi, which means "Many Children". Thank you to Mel Morrow and the Indigenous Education Team for helping with this important display.

51-25 Club: Employees who have worked over 25 years with the School Division are invited to a banquet, hosted by the Board of Trustees to acknowledge their long service.

Event date: Mid-September

Support Staff Recognition: Annually the Division hosts a recognition event for the Non-Union, CUPE 2843 and CUPE 290 Employee Recognition Program.

Deadline for nominations: Mid-February

We now have a new practice of opening up nominations year-round - nomination form is now kept open year-round. Monthly reminders are sent October – March (up until the event). Any nominations submitted from March – August will be considered for the next year's program.

The committee re-visited the program criteria as it was noted to do so – The decision was made that we will not move the eligibility criteria from three years to two years.

The Spirit of 51 Support staff recognition event takes place in March. This past year we had a lovely in-person evening of Appetizers and Awards. Certificates, pins and adorable cookie kits made by a local home cookie business are given to each nominee as they are honoured.

Andrea, Tyler, Robbie and Rhonda would like to thank Carrie Fahl for her amazing organization and support.

The Board accept the report as information.

17. School Boundary Alignment Committee Meeting year end report

Members

Craig Whitehead, Committee Chair

Allison Purcell, Trustee

Christine Light, Trustee

Mike Nightingale, Superintendent

Morag Asquith, Associate Superintendent, Instructional Services

Christine Lee, Associate Superintendent, Business and Operations

Daniel Heaton, Director of Facility Services

Robbie Charlebois, Associate Superintendent, Human Resources

Cheryl Shimbashi, Transportation Coordinator.

Year Highlights:

2023/2024 Boundary Review Process:

- The committee met to go over for the over suggested boundaries. Once they boundaries options were decided. We presented them to board. We then had an open house where the parents, staff and the public could see the options. They were encouraged to vote for their preferred option.

17. School Boundary Alignment Committee Meeting year end report

This information was given to the board which made the final decision. The Committee debriefed on the West Lethbridge elementary school boundary realignment process that took place in 2023 and 2024.

Overall, the process was well done with the following as factors:

- o Setting the stage early in the process to engage with school communities on the “why”.
- o Lots of time provided for the review – not rushed
- o Clarity of information
- o Lots of engagement and opportunity for feedback
- o Opportunity provided for good discussion on language program implications
- o Transparency with options provided with pro’s and con’s about options being considered.

Considerations for next time:

- o Make sure that many forms of communication are provided, not just social media, web page, and other digital formats. Consider paper flyers, and information in paper to reach all stakeholders.
- o If implications to language or speciality programs, engage earlier and consider as factor when making hiring decisions.

Grade Structure Study:

- The Committee discussed a review of the current grade structures within the Division. A thorough study would need significant data. This data would include gather information on:
 - o what happens now to support students with transitions between grade 5 and 6 and 8 and 9.?
 - o what are our PAT results telling us?
 - o what is the experience of our students, parents, staff in current structure?
 - o how are spaces in our schools currently being utilized to support student learning (Space Audit)?
 - To gather the appropriate amount of data and information on the impact of current grade structures on student learning and overall educational experience, the study will require significant engagement and data gathering.
 - o A plan for engagement next year will be created to have conversation with a variety of stakeholders throughout the school year to gather information.
 - o Possible area of discussion at 2026 Town Hall.
 - o A workplan will be developed to guide the work of the committee in this area.
 - o Trustees Craig Whitehead, Christine Light and Allison Purcell will meet to develop a workplan on how to work through the information gathering process for implementation in September 2025. That is still in process.
- The Board accepted the report as information.

18. Authorization of Locally Developed Courses

Alberta Education requires that all locally developed senior high courses be authorized for use by the Board of Trustees, including the renewal of past acquired courses that expired on August 31st, 2025. Division high schools have requested the renewal of the expiring courses below, as well as the addition of new ones. The renewal of these courses was delayed as they were being reviewed by Alberta Education and have now been approved for renewal. We ask the Board of Trustees authorize the use of the following locally developed courses in all Division high schools to enhance program offerings to students.

Course Name Version Course Code First Approved Year Last Approved Year

Audio 15 3 Credits (2023-2027) LDC1471 2025-2026 2026-2027

Audio 15 5 Credits (2023-2027) LDC1471 2025-2026 2026-2027

Audio 25 3 Credits (2023-2027) LDC2471 2025-2026 2026-2027

Audio 25 5 Credits (2023-2027) LDC2471 2025-2026 2026-2027

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18. Authorization of Locally Developed Courses

Audio 35 3 Credits (2023-2027) LDC3471 2025-2026 2026-2027

Audio 35 5 Credits (2023-2027) LDC3471 2025-2026 2026-2027

Chemistry (Advanced) 35 3 Credits (2025-2029) LDC3138 2025-2026 2028-2029

Extended Essay 35 3 Credits (2025-2029) LDC3609 2025-2026 2028-2029

Musical Theatre 15 3 Credits (2022-2026) LDC1979 2025-2026 2025-2026

Musical Theatre 15 5 Credits (2022-2026) LDC1979 2025-2026 2025-2026

Musical Theatre 25 3 Credits (2022-2026) LDC2979 2025-2026 2025-2026

Musical Theatre 25 5 Credits (2022-2026) LDC2979 2025-2026 2025-2026

The Board unanimously passed the following motions (Trustees Tyler Demers and Kristina Larkin were absent):

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 Audio 15, 25 & 35 (LDC1471, LDC2471 & LDC3471) for 3 & 5 credits until August 31, 2027, to enhance program offerings to students.
- continued use of Chemistry (Advanced) 35 (LDC3138) for 3 credits until August 31, 2029, to provide continuance of program offerings to students.
- continued use of Extended Essay 35 (LDC3609) for 3 credits until August 31, 2029, to provide continuance of program offerings to students.
- continued use of Musical Theatre 15 & 25 (LDC1979 & LDC2979) for 3 & 5 credits until August 31, 2026, to provide continuance of program offerings to students.

19. City of Lethbridge Joint Use Agreement - Amendment

Lethbridge School Division and the City of Lethbridge have a joint use agreement (2013) that outlines community use in school facilities after school hours, and school use in community facilities during school hours.

In recent years, the City of Lethbridge has provided funding to Lethbridge School Division to facilitate the upscaling of school gym space:

- West Coulee Station Elementary School - \$850,000
- Dr. Robert Plaxton Elementary School - \$850,000
- Coalbanks Elementary School - \$750,000
- Galbraith Elementary School - \$1,200,000

In consideration for this funding, the Lethbridge School Division has agreed to provide the City of Lethbridge with increased public access to these facilities for community rentals after school hours. The usage would increase from one night a week to two nights a week. While this is current practice, it is being requested by the City of Lethbridge to formalize this as an amendment to the current joint use agreement.

The current agreement from 2013 was previously signed by the Board Chair, and thus this amendment is being brought to the Board for consideration.

The Board unanimously passed the following motion (Trustees Tyler Demers and Kristina Larkin were absent): That the Board approve Amending Joint Use Agreement between the Lethbridge School Division and the City of Lethbridge.

20. Natural Gas Procurement

The Lethbridge School Division's current natural gas contract is set to expire on December 31, 2025. This contract was hedged 50%, at a fixed price of \$2.66/GJ.

The natural gas market remains favorable, with current prices low and future prices indexed reasonably stable. This presents an opportunity to hedge a portion of the Division's natural gas consumption (50% is recommended), while remaining exposed to the opportunities and risk through the variable rate market.

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20. Natural Gas Procurement

The objectives targeted through this costing model are:

1. Budget certainty for the next 1 to 5 years in a more volatile market.
 2. Protection from upward price risk tied to structural and global supply and demand shifts.
 3. Immediate benefit on the unhedged portion because current spot prices are lower than available fixed rates.
- This lowers the blended cost today while we keep flexibility.

Forward wholesale natural gas pricing continues to reflect a favorable term structure, with load-shaped quotes are currently ranging between \$3.25–\$3.55/GJ, depending on the term.

Financial Implications:

The Division spent approximately \$820,000 on natural gas for our facilities this past fiscal year.

Approximately 28% of this cost (\$225,000) was spent on natural gas consumption, while the remaining 78% was spent on transmission and distribution, carbon tax, administrative fees, and other miscellaneous charges. This is to demonstrate that the majority of natural gas charges are not related to actual consumption charges. For the 2025/2026 fiscal year the Division is expected to spend less on natural gas with the elimination of the carbon tax (\$675,000 budget). However, all things considered equal, the increase in consumption rates is expected to increase total costs between 2% and 4%.

Despite a modest increase in consumption rates, the overall financial impact is minimal and has been accounted for in the Division's 2025-2026 budget.

Alternatives:

Administration did review alternative 70/30 and 30/70 fixed hedging models with the Division's energy consultant (Energy Associates International, EAI). Should prices move meaningful higher for a sustained period in the future, the Division can consider purchasing additional fixed pricing energy at that time.

Based on consultation with EAI, Administration is of belief that a 50/50 hedge model provides a well-rounded mix of budget certainty, while balancing cost saving opportunities and cost escalation risk.

The Board authorized Administration to execute a 50% shaped block volume contract for natural gas supply from January 1, 2026, to December 31, 2030.

The motion was passed unanimously (Trustees Tyler Demers and Kristina Larkin were absent).

21. DRAFT Governance Policy Omnibus (2nd Reading)

Policies are the means through which the Board of Trustees leads, guides and oversees Lethbridge School Division. They provide oversight to the work and mission of the Board and staff in areas including educational philosophy, governance, operation of the division, curriculum, instruction and assessment, personnel and employee relations, business administration and facilities.

The Board of Trustees has hired policy consultant, Brian Callahan, to guide and assist in amending existing policies to ensure clear guidance in an efficient and approachable framework. Much of this work involves colating overlapping policies and more clearly delineating board policy from operational procedures; this further strengthening clarity to the differences between the role of the Board and the role of Operations within the Division.

Working time on policies have occurred during monthly Committee of the Whole meetings, along with a board policy working day held on May 12, 2025.

The first policy section delivered is Governance. These policies are presented as an omnibus and include the following:

- Division Foundation Statements
- Board Operations
- Role of the Trustee
- Role of the Board Chair
- Role of the Alternate Vice-Chair

21. DRAFT Governance Policy Omnibus (2nd Reading)

- Policy Development
- Board Elections
- Role of the Superintendent

1st Reading of the DRAFT Governance Policy Omnibus was presented and CARRIED at the Public Board Meeting on June 17, 2025.

It was MOVED for Second Reading to be held at the September 23, 2025 Board Meeting.

Further work has been done on the DRAFT Governance Policy Omnibus following the June 17 Board Meeting Board meeting and was presented for consideration.

The Board unanimously passed a motion to table the item to a Special Meeting scheduled for Oct. 7 at 3 p.m.

22. DRAFT Growth, Supervision and Evaluation Policy 2nd & 3rd Reading

During the Board Meeting of June 25, 2025 the Board unanimously approved the first reading of the attached DRAFT Growth, Supervision and Evaluation policy.

Following the Board's direction, the Policy Advisory Committee met on June 4, 2025 and confirmed the shortened growth, supervision and evaluation policy for staff, that was presented to the Board at the April 2025 meeting.

The Board accepted the attached policy "Staff Growth, Supervision, and Evaluation" for the second and third reading.

The Board passed second and third reading of the Growth, Supervision and Evaluation Policy (Trustees Tyler Demers and Kristina Larkin were absent).

23. Administrative Procedures Re: Policy Review of Staff Growth, Supervision and Evaluation

Associate Superintendent Robbie Charlebois provided information regarding administrative procedures for teachers, administrators, leadership and support staff growth, supervision and evaluation in support of the policy review and approval process.

The Board received the report as information.

24. Voluntary Retirement – Alberta Teachers' Retirement Fund Members and Local Authorities Pension Plan Members

For the past several years, the Board has approved a Voluntary Retirement opportunity for Alberta Teachers' Association Retirement Fund Members, Canadian Union of Public Employees (CUPE) 290, CUPE 2843 and non-union employees. This allows employees who qualify to collect a pension and are members of the Alberta Teachers' Association Retirement Fund or Local Authorities Pension Plan to retire as of January 31, 2026, and then begin a temporary contract with the Board effective February 1, 2026, to June 26, 2026 (or the end date as per the appropriate employee calendar). This opportunity is subject to the terms and conditions of the Alberta Teachers' Association Retirement Fund or the Local Authorities Pension Plan.

The process for accessing this opportunity is as follows:

- An email will be sent to all Division employees informing them of the Voluntary Retirement opportunity.
- Any employee intending to access this opportunity will be required to notify the Division in writing of their intention to retire by December 12, 2025. This notification must be provided in the letter format prescribed by the Division.
- The Division will respond in writing if the staff member qualifies for the Voluntary Retirement opportunity. Criteria for qualification includes, but are not limited to:
 - Member of an approved pension fund.

24. Voluntary Retirement – Alberta Teachers’ Retirement Fund Members and Local Authorities Pension Plan Members

- Eligible for retirement per the pension fund
- Process parameters outlined by the Division have been met
- Should the employee qualify, they will be placed on a temporary contract from February 1, 2026, to June 26, 2026 (or the end date per the appropriate employee calendar).

The Board unanimously passed the following motion (Trustees Tyler Demers and Kristina Larkin were absent).: That the Board extend the Voluntary Retirement opportunity for the 2025-26 school year to employees who qualify to collect a pension and are members of the Alberta Teachers’ Retirement Fund or Local Authorities Pension Plan (CUPE 290, CUPE 2843 and non-union employees). Employees intending to access this opportunity will be required to notify the Division in writing, per the process outlined by the Division and submit a letter of retirement effective January 31, 2026. These employees will be offered a temporary contract effective February 1, 2026 – June 26, 2026 (or the end date as per the appropriate employee calendar).”

25. Public Forum

Sital Parekh’s Public Forum presentation begins at the 2:38:50 mark of the [LIVESTREAM](#).

Regular Meeting video: [LIVESTREAM](#)



**Highlights from the Regular Meeting
of the Board of Trustees for September.
The next Regular Meeting
is set for November 25.**