

MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD JUNE 17, 2025.

In Attendance:

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

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

The Chair called the meeting to order at 1:00 p.m.

1. Move to In-Camera

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

*Move to In-Camera
7370/25*

CARRIED UNANIMOUSLY

Trustee Craig Whitehead moved:
“to come out of the In-Camera Meeting at 2:35 p.m.”

*Move out of In-
Camera
7371/25*

CARRIED UNANIMOUSLY

Christine Light reconvened the meeting at 2:48 p.m.

2. Territorial Acknowledgement

A territorial acknowledgement was read.

*Territorial
Acknowledgement*

3. Consent Agenda

- 3.1 Facilities Committee
- 3.2 Wellness Committee
- 3.3 Indigenous Education Committee

Consent Agenda

As there were no objections, the consent agenda was approved as presented.

4. Approval of Agenda

Additions to the Agenda

- 11.7 Vehicle Mileage Rates
- 8.7 Preliminary Assurance Results moved to follow 8.1 Assurance Priorities Report

*Approval of Agenda
7372/25*

Trustee Tyler Demers moved:
“to approve the agenda, as amended.”

CARRIED UNANIMOUSLY

5. Approval of Board Budget Debate Minutes for May 26, 2025

Trustee Kristina Larkin moved:

“The minutes of the Board Budget Debate of May 26, 2025, be approved and signed by the chair”

CARRIED UNANIMOUSLY

*Approval of Minutes
from May 26, 2025
7373/25*

Approval of Minutes for May 27, 2025

Trustee Kristina Larkin moved:

“The minutes of the Regular Meeting of May 27, 2025, be approved and signed by the chair”

CARRIED UNANIMOUSLY

*Approval of Minutes
from May 27, 2025
7374/25*

6. Business Arising from the Minutes - None

*Business Arising from
the Minutes*

7. Associate Superintendent Reports

7.1 Business and Operations

Associate Superintendent Christine Lee provided a written report.

*Associate
Superintendent
Reports
Business and
Operations*

7.2 Instructional Services

Associate Superintendent Morag Asquith provided a written report.

Instructional Services

7.3 Human Resources

Associate Superintendent Mike Nightingale provided a written report.

Human Resources

8. Superintendents Report

8.1 Assurance Priorities Report

Board Priorities were included in the agenda.

8.1.1 Preliminary Assurance Results- was moved from 8.7

Assurance Results are included in the agenda.

*Superintendents
Report
Assurance Priority
Report
Preliminary Assurance
Report*

8.2 Donations and Support

Donations and Support were included in the agenda.

Donations and Support

8.3 Acknowledgement of Excellence

Acknowledgements of excellence and reports showcasing the accomplishments of Westminster Elementary, Fleetwood Bawden Elementary and West Coulee Station Elementary are included in the agenda.

*Acknowledgement of
Excellence*

- | | | |
|---|---|---|
| <p>8.4 <u>L.H. Bussard Award Winners</u>
A memo outlining the winners of the 2025 L.H. Bussard awards was included in the agenda.</p> | <p><i>L.H. Bussard Award
Winners</i></p> | |
| <p>8.5 <u>Administrative Appointments</u>
A memo with the administrative appointments for the 2025-2026 school year was included in the agenda.</p> | <p><i>Administrative
Appointments</i></p> | |
| <p>8.6 <u>Calendar of Events</u>
Calendar of events is included in the agenda.</p> | <p><i>Calendar of Events</i></p> | |
| <p>9. <u>Board Chair Report</u></p> | | <p><i>Board Chair Report
Retirements</i></p> |
| <p>9.1 <u>Retirement Congratulations</u>
A list of staff retirees is included in the agenda.</p> | | |
| <p>9.2 <u>Standing Committees</u>
A list of Standing Committees is included in the agenda.</p> | <p><i>Standing Committees</i></p> | |
| <p>9.3 <u>ASBA SGM 2025</u>
An ASBA SGM Update was included in the agenda.</p> | <p><i>ASBA SGM 2025</i></p> | |
| <p>10. <u>Presentations</u></p> | | <p><i>Presentations
WCHS Provincial
Championship</i></p> |
| <p>10.1 & 2 <u>The WCHS Girls & Boys Rugby Team</u> were honoured for their provincial gold medal championship.</p> | | |
| <p>10.3 <u>LCI Girls Rugby Team</u> were honoured for their provincial gold medal championship.</p> | <p><i>LCI Provincial
Championship</i></p> | |
| <p>10.4 <u>Esports Winners</u> were honoured for their strong showings in the Alberta Esports Championship in Calgary.</p> | <p><i>Esports Winners</i></p> | |
| <p>10.5 <u>ICE Scholarship Winners</u>
The ICE Scholarship winners and honourable mentions were celebrated and presented with their awards.</p> | <p><i>ICE Scholarship
Winners</i></p> | |
| <p>11. <u>Action Items</u></p> | | <p><i>Action Items
Authorization of
Locally Developed
Courses
7375/25</i></p> |
| <p>11.1 <u>Authorization of Locally Developed Courses</u>
Trustee Kristina Larkin moved:
“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:
- continued use of Leadership, Character & Social Responsibility 15, 25 & 35 (LDC1509, LDC 2509 & LDC 3509)</p> | | |

for 3 & 5 credits until August 31, 2029, to provide continuance of program offerings to students.

- acquisition of **Personal and Professional Skills 15 & 25 (LDC1410 & LDC2411) for 3 & 5 credits until August 31, 2029,** *Policy Review* to enhance program offerings to students.

CARRIED UNANIMOUSLY

11.2 DRAFT Growth, Supervision and Evaluation Policy 1st Reading

Trustee Kristina Larkin moved:

"It is recommended that the Board accept the attached policy "Staff Growth, Supervision, and Evaluation" for first reading."

*DRAFT Growth,
Supervision and
Evaluation Policy
7376/25*

CARRIED UNANIMOUSLY

11.3 DRAFT Governance Policy Omnibus 1st Reading

Trustee Christine Light moved:

"That the Board move to accept the following motion: That 1st reading of the DRAFT Governance policy omnibus inclusive of Division Foundation Statements, Board Operations, Role of the Trustee, Role of the Board Chair, Role of the Alternate Vice-Chair, Policy Development, Board Elections and Role of the Superintendent, be accepted as amended."

*DRAFT Governance
Policy Omnibus
7377/25*

CARRIED

For: Christine Light, Andrea Andreachuk, Craig Whitehead, Kristina Larkin, Tyler Demers, Genny Steed

Against: Allison Purcell

Friendly Amendments:

- 12.2 **Board Operations**
- Add – "Trustees are compensated through monthly honoraria, per diem allowance is given to cover functions outside of the city boundary, exceptions to this are the Boards strategic planning and collective bargaining."
- Strike 12.2.3
- Strike 12.2.4
- Strike 12.2.6
- 6. & 7 **Agenda for Regular Meetings & Minutes for Regular or Special Meetings** – move to appendix
- Keep first sentence, add 'see appendix for details'
- 10. **Audio/Video Recording Devices**
- Remove the word 'Chair' before Board and add 'majority of the'

- **11. Committees of the Board** – stand alone policy.
Appendix for the list terms of reference of each committee
- 12.3 – a lot of capitalizations
- 12.4.1 – Refers to 12.2.6 - Have Brian clean up
- Strike 12.4.4 clarify
- 12.4.5 – replace ‘can’ with ‘are’. Replace ‘benefit plan’ with ‘Health Wellness spending account’
- Strike - 12.4.6 – Not reflective of current practice, stay with current practice. Waiting for further discussion
- **14. Board Self-Evaluation** – not a budgeted item, online survey.

- **Policy Development**
- Opening paragraph second sentence, add ‘with the Division Policy Advisory Committee’ and with those who will be impacted.
- Second paragraph – remove ‘the authority for’

- **Role of the Board Chair**
- 5.7 ‘When appropriate advise trustees of a possibility of a conflict of interest.’ should be another numbered item.

- **Organizational Meeting**
- 1.3 - Add ‘**Board**’ after as and before Chair
- 1.4.1 – correct reference to regulation

- **Role of the Alternate Vice Chair**
- 2. Need more clarity

11.4 Superintendent Formative Evaluation

Trustee Christine Light moved:

“That the Board move to accept and approve the Superintendent Formative Evaluation Report as per Policy 301.3 Evaluation Process for the Superintendent, acknowledging this report to be an accurate accounting of the Superintendent’s performance for the period of July 1, 2024, to June 2025; and further that the Board authorize the Chair to sign the report on the Board’s behalf.”

CARRIED UNANIMOUSLY

*Policy 301.3
Superintendent
Formative Evaluation
7378/25*

11.5 Third Quarter Financial Report

Trustee Andrea Andreachuk moved:

*Third Quarter
Financial Report
7379/25*

“It is recommended that the Board accept the 2024-2025 Third Quarter Financial Report as presented.”

CARRIED UNANIMOUSLY

11.6 Policy 602.3 French as a Second Language

Trustee Craig Whitehead moved:

“That the Board adopt, Policy 602.3 French as a Second Language as amended with 1.2 removed.”

CARRIED

For: Christine Light, Andrea Andreachuk, Craig Whitehead, Kristina Larkin, Tyler Demers, Allison Purcell

Against: Genny Steed

*Policy 602.3 French as
a Second Language
7380/25*

Allison Purcell left the meeting at 5:57PM

*Vehicle Mileage
7381/25*

11.7 Vehicle Mileage Rates

Trustee Tyler Demers moved:

“That effective September 1, 2025, that the Lethbridge School Division private vehicle per KM mileage allowance aligns with the Government of Alberta mileage allowance rates per KM.”

CARRIED

Trustee Allison Purcell was absent for the vote.

Allison Purcell left the meeting at 5:59PM

Trustee Andrea Andreachuk moved to go past 6:00 p.m.

CARRIED UNANIMOUSLY

*Moved past 6:00 p.m.
Extend the Meeting*

12. Division Highlights

Division Highlights

Trustees attended and expressed congratulations to those that celebrated High School Graduations and Years of Service awards and all other celebrations/activities in June. See time stamp 3:18 in the Live Stream for all shared Highlights.

Public Forum

Public Forum

13. Correspondence Sent

*Correspondence
Sent/Received*

13.1 Letter to the Minister of Education was attached in the agenda.

14. Correspondence Received

14.1 Letter received from the Minister of Education was attached in the agenda.

15. Move to In-Camera

Move In-Camera

Trustee Craig Whitehead moved:

“to move into in-camera at 6:04 P.M.”

CARRIED UNANIMOUSLY

16. Adjournment

Trustee Allison Purcell moved:

“to adjourn the meeting at 6:27 P.M.”

Adjournment
7382/25

CARRIED UNANIMOUSLY

Christine Light,
Chair

Christine Lee,
Associate Superintendent
Business and Operations