

Minutes of the Regular Meeting of the Board of Trustees of Canadian Rockies School Division held on Tuesday, November 26, 2024 at 7:00 p.m at the Banff Elementary School in Banff. The meeting was held in a hybrid format. Participants were invited to attend face-to-face or via google meet. The meeting was recorded and the recording is posted on the division website.

Trustees Present:

B. Callaghan Chair, A. Rheume Vice Chair, C. Picard, D. Craig, L. Sunderland

Administration and Staff:

C. MacPhee, Superintendent

D. McKibbin, Deputy Superintendent

S. Greene, Assistant Superintendent of Learning, Technology and Facilities

K. Gregovic, Secretary/Associate Superintendent

C. Jensen, Treasurer/Associate Superintendent

M. Shoemaker, Director of Learning Services

F. Watkins, Learning Services Coordinator

D. Prescesky, Assistant Principal, LGMS

A Preece, Principal, CCHS/Alpenglow School

J. Keon, Assistant Principal, CCHS/Alpenglow School

B. Wityshyn, Principal, ERS

J. Billings, Principal, BES

C. Kestle, Principal, Exshaw

H. Holthuis, District Principal

J. Bowes, Executive Assistant

Recorder

1. Land Acknowledgement

2. Call to Order

The Chair called the meeting to order at 7:04 p.m. with all trustees present and called for any additions, deletions or changes to the agenda.

3. Approval of Agenda

Agenda

951-2025

Motion: B. Callaghan

That the agenda be approved as presented

Carried

4. Approval of Minutes

4.1 [Regular Meeting October 22, 2024](#)

Reg Mtg Minutes

952-2025

Motion : D. Craig

That the minutes of the October 22, 2024 Regular Meeting be approved as presented.

Carried

5. Delegations/Presentations - CAfLN Conference (Student Panel) - Debbie McKibbin and Darin Larson

6. Superintendent Report

6.1 Directives for Action

6.1.1 [Audited Financial Statement](#)

AFS 953-2025

Motion: L. Sunderland

That the Board approves the Audited Financial Statement for the year ended August 31, 2024 as presented.

Carried

6.1.2 [Annual Education Results Report](#)

AERR 954-2025

Motion: A. Rheaume

That the Board of Trustees approve the 2023/24 Annual Education Results Report and direct administration to forward it to the Ministry of Education by November 30.

Carried

6.1.3 [Exshaw School Redesign](#)

Exshaw School Multicultural 955-2025

Motion: D. Craig

That the Board approves moving forward with renovations to the Exshaw School cafeteria and washrooms and the Exshaw School Multicultural Room redesign.

Carried

6.1.4 [Board of Trustees Legacy Scholarship](#)

Bd Legacy Scholarship 956-2025

Motion: A. Rheaume

That the Board approves the Board of Trustees Legacy Scholarship and directs administration to inform its high school learning communities of this unique opportunity.

Carried

6.2 Information Items

6.2.1 [Alberta School Councils Engagement Grant](#)

6.2.2 [Administrative Procedure](#)

6.2.3 [CBO Christmas Hours](#)

6.2.4 [Operational Report](#)

7. Trustee Reports

7.3.1 B. Callaghan, Chair

- Legacy Scholarship Meeting
- Canmore Legion Re-dedication

Unofficial Draft - Subject to Ratification

- Committee of the Whole Meeting
- Canmore Remembrance Day Ceremony
- CCHS Awards Night
- AERR Review
- ASBA Conference
- PSBA Conference
- Community Education Network (CEN)

7.3.2 A. Rheaume, Vice-Chair

- Committee of the Whole Meeting
- ASBA Conference
- Community Education Network (CEN)
- AERR Review

7.3.3 C. Picard

- Committee of the Whole Meeting
- CCHS Council Meeting
- Zone 5 Meeting
- LGMS Council Meeting
- Community Education Network (CEN)
- ERS Council Meeting
- Legacy Scholarship Meeting
- APLC (Alberta Professional Learning Consortium) Meeting

7.3.4 L. Sunderland

- Committee of the Whole Meeting
- AERR Review
- BES Remembrance Day
- Vic Lewis Band Festival

7.3.5 D. Craig

- Committee of the Whole Meeting
- AERR Review
- Community Education Network (CEN)
- Budget Review
- Exshaw Remembrance Day Ceremony

8. **Questions** ([see Policy 7, Section 11\(a\)](#))

- No questions brought forward at this time

9. **Chair's Remarks/Correspondence**

9.1 [Thank you from Three Sisters Branch #3, Royal Canadian Legion Remembrance Day Committee](#)

10. In Camera

In Camera 957-2025 Motion: B. Callaghan
That the Board go in camera at 8:39 p.m.
Carried

Out of Camera 958-2025 Motion: A. Rheaume
That the Board come out of camera at 8:47 p.m.
Carried

11: Adjournment

Adjourn 959-2025 Motion: B. Callaghan
That the meeting adjourn at 8:48 p.m.
Carried

Brian Callaghan, Chair
Board of Trustees

Cheryl Jensen, Treasurer/Associate Superintendent
Canadian Rockies School Division