

Minutes of the Regular Meeting of the Board of Trustees of Canadian Rockies School Division held on Wednesday, August 27, 2025 at 7:00 p.m at the Canmore Central Board Office. 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, D. Craig, L. Sunderland

Absent: C. Picard

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

A Preece, Principal, Alpenglow/CCHS

J. Keon, Assistant Principal, Alpenglow/CCHS

N. Miles, Principal, BCHS

K. Proudfoot, Principal, LGMS

B. Wityshyn, Principal, ERS

J. Billings, Principal, BES

C. Kestle, Principal, Exshaw

N. Dack-Doi, Indigenous Services Coordinator

H. Holthuis - District Principal

F. Watkins - Learning Support Coordinator

J. Bowes, Executive Assistant

Recorder

1. Land Acknowledgement

2. Call to Order

The Chair called the meeting to order at 7:00 p.m. with a quorum present and called for any additions, deletions or changes to the agenda.

3. Approval of Agenda

Motion: A. Rheume

That the agenda be approved with the following addition: 6.1.2 Directive for Action Signing Authority

Carried

4. Approval of Minutes

4.1 [Regular Board Meeting June 17, 2025](#)

Reg Mtg Minutes

1023-2026

Motion : D. Craig

That the minutes of the June 17, 2025 Regular Meeting be approved as presented.

Carried

4.2 [Special Meeting June 27, 2025](#)

Special Mtg Minutes

1024-2026

Motion: A. Rheaume

That the minutes of the June 27, 2025 Special Meeting be approved as presented

Carried

5. Delegations/Presentations - Spotlight on Learning - No presentations at this time

6. Superintendent Report

6.1 Directives for Action

6.1.1 [Administrative Procedure 596](#)

AP 596

1025-2006

Motion: A. Rheaume

That the Board grants permission to the Three Sister Scottish Festival Society to have a bar on Lawrence Grassi Middle School property during the Canmore Highland Games for August 30 and 31, 2025 to serve and consume alcoholic beverages inside the contained liquor consumption area, as noted on the accompanying map, with the appropriate liability insurance in place.

Carried

6.1.2 [Signing Authority](#)

Signing Authority

1026-2006

Motion: D. Craig

Effective immediately, the Board approves authorizing Deputy Superintendent Debbie McKibbin with signing authority for financial and other documents on behalf of Canadian Rockies School Division.

Carried

6.2 Information Items

6.2.1 [Administrative Procedures](#)

6.2.2 [Operational Report](#)

7. Trustee Reports

7.3.1 B. Callaghan, Chair

- CCHS Graduation
- CUPE 37
- ZOOM Meeting - Minister Review of Ministerial Order - Library Materials
- Meeting with Mayor - Re Colliery Parc Project
- Town of Banff Public Hearing - Banff Community Area Structure Plan
- Opening Day

7.3.2 A. Rheaume, Vice-Chair

- BCHS Graduation
- Opening Day
- TBAC Meeting

7.3.4 L. Sunderland

- Opening Day

7.3.5 D. Craig

- Exshaw Gr 8 Farewell
- Canada Day Parade
- Opening Day
- TEBA Engagement

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

- There were no questions registered with the Superintendent

9. Chair's Remarks/Correspondence - No correspondence at this time

10. In Camera

In Camera

1027-2026

Motion: D. Craig

That the Board go in camera at 7:44 p.m.

Carried

Out of Camera

1028-2026

Motion: L. Sunderland

That the Board come out of camera at 8:26 p.m.

Carried

Employee 10612

1029-2026

Motion: B Callaghan

That the Board continue with contract negotiations for employee #10612

Carried

11: Adjournment

Adjourn

1030-2026

Motion: A. Rheaume

That the meeting adjourn at 8:28 p.m.

Carried

Brian Callaghan, Chair
Board of Trustees
Canadian Rockies Public Schools

Cheryl Jensen, Treasurer/Associate Superintendent
Canadian Rockies Public Schools