## AGENDA

**Lethbridge School District No. 51**  
**School Board**  
**Regular Meeting**  

**Tuesday, April 26, 2016**  
**Board Room**  
**3:30 P.M.**

1. **Approval of Agenda**

2. **Approval of Minutes**  
   If there are no errors or omissions in the minutes of the Regular Meeting of March 22, 2016 it is recommended that the minutes be approved by the Board and signed by the Chairman.

3. **Business Arising from the Minutes**

4. **Presentations**  
   4.1 FNMI Programming

5. **Action Items**  
   5.1 **Policy Review:**
      1. **Policy # 502.2 Sexual Orientation, Gender Identity and Gender Expression**  
      2. **Policy # 608.1 Counselling Services**  
      3. **Policy # 1005.3 Advertising, Distribution, and Merchandising In and Through Schools**  
      4. **Policy # 1001.3 Communications**

4:30 p.m. **Public Forum**

6. **District Highlights**

7. **Information Items**  
   7.1 **Board Chair Report**  
      7.1.1 Art’s Alive and Well in Schools
      7.1.2 Breakfast with the Board  
      7.1.2 Senator Buchanan – May 4, 2016
      7.1.3 Preliminary 2016/17 Budget Presentation to the Public

   7.2 **Superintendent Report**  
      7.2.1 Snacks with the Superintendents  
      7.2.1 General Stewart – May 11, 2016
7.2.2 Education Week, May 2 – 6, 2016  Enclosure 7.2.2
7.2.3 Board Priorities Report  Enclosure 7.2.3
7.2.4 Acknowledgements of Excellence  Enclosure 7.2.4
7.2.5 Donations and Support  Enclosure 7.2.5
7.2.6 Enrolment Summary, March 31, 2016  Enclosure 7.2.6
7.2.7 Calendar of Events  Enclosure 7.2.7

8. Reports
5:10 p.m.  8.1 ATA Local 41 – April 4, 2016  Enclosure 8.1
8.2 District School Council – April 4, 2016  Enclosure 8.2
8.3 NSBA Conference – April 9-11, 2016  Enclosure 8.3
8.4 Policy Advisory – April 13, 2016  Enclosure 8.4
8.5 District Student Advisory Council – April 14, 2016  Enclosure 8.5
8.6 Facilities Committee – April 14, 2016  Enclosure 8.6
8.7 Joint Committee of City of Lethbridge and Lethbridge School Boards – April 20, 2016  Enclosure 8.7

9. Correspondence - Received
5:20 p.m.  9.1 Alberta Municipal Affairs Minister  Enclosure 9.1
9.2 OUTreach Southern Alberta  Enclosure 9.2

10. Correspondence - Sent
5:30 p.m.  Adjournment

IN ATTENDANCE:

Trustees: Mich Forster; Donna Hunt; Tyler Demers; Jan Foster; Keith Fowler; Lola Major

Administrators: Cheryl Gilmore; Don Lussier; Wendy Fox
Michelle Loxton (Recorder)

Regrets: Don Lacey; Sharon Mezei

The Chair called the meeting to order at 3:45 p.m.

1. Approval of Agenda
   Addition to the Agenda: 7.1.2. Chamber of Commerce Dinner

   Trustee Donna Hunt moved:
   “that the agenda be approved as amended.”

   CARRIED UNANIMOUSLY

2. Approval of Minutes
   Trustee Jan Foster moved:
   “that the minutes of the Regular Meetings held on February 23, 2016 be approved and signed by the Chair.”

   CARRIED UNANIMOUSLY

3. Business Arising from the Minutes
   No business arising from the previous minutes.

4. Presentations
   4.1 ESL and Literacy Lead Teachers
   In response to the growing needs of our English as a Second Language (ESL) students, including the Syrian refugees, an ESL Lead Teacher and ESL Student Support were hired in January. Although relatively new to their positions, a significant amount of support has been offered to schools through their work. In addition, they have developed excellent relationships with students, their families and Immigrant Services.

   A second area of need identified was in the area of literacy. Although a number of schools have focused on literacy over the years, there was a need to have a coordinated approach to literacy development at all levels.
To provide this coordination and support, a Literacy Lead Teacher was hired. In this first several weeks since the teacher was hired, schools have already begun to appreciate the value of the expertise offered.

Cynthia Parr, Director of Student Services, ESL Lead Teacher David Fuller, ESL Student Support Leah Diachok and Director of Curriculum Karen Rancier were in attendance to provide a report on the activities of these two positions to date.

5. Action Items

5.1 Second Quarter Financial Report
Director of Finance, Christine Lee, was in attendance and provided the Board with the 2015-2016 Second Quarter Financial Report for the District and updated Financial Health Indicators Report for review. Christine also responded to questions of the Board.

Trustee Keith Fowler moved:
“that the Board receive the 2015-2016 Second Quarter Financial Report as presented.”

CARRIED UNANIMOUSLY

5.2 Board Budget Beliefs Statement
During its 2016 Planning Retreat, the Board reviewed the Budget Beliefs Statement that will serve as a guide as the 2016-2017 budget is developed.

Trustee Donna Hunt moved:
“that the Board adopt the Budget Beliefs Statement for 2016-2017 as presented.”

CARRIED UNANIMOUSLY

5.3 Approval 2017-2020 Capital Master Plan
Associate Superintendent Don Lussier provided the Board with the 2017-2020 Capital Plan for the District for review.

Trustee Donna Hunt moved:
“that the Board accept the 2017-2020 Capital Plan as presented.”

CARRIED UNANIMOUSLY

Public Forum
5.4 Transfer of Funds from Operating to Capital Reserves

The attached information outlines funds that will be required for the purchase of capital items. These funds would be paid out of capital reserves.

To ensure that capital funds are available the board is requested to transfer funds to capital reserves as follows:

- **Transfer $300,000 from** Plant Operations and Maintenance operating reserve **to** Plant Operations and Maintenance Capital Reserve.

- **Transfer $100,000 from** Administration operating reserves **to** Administration Capital Reserve.

- **Transfer $140,000 from** Transportation operating reserves **to** Transportation Capital Reserve.

Christine Lee, Director of Finance was in attendance to speak to the request to transfer operating reserve funds to capital reserve funds.

Trustee Keith Fowler moved:
"that the Board approve the transfer $300,000 from Plant Operations and Maintenance operating reserve to Plant Operations and Maintenance capital reserve ."

**CARRIED UNANIMOUSLY**

Trustee Keith Fowler moved:
"that the Board approve the transfer $100,000 from Administration operating reserves to Administration capital reserve."

**CARRIED UNANIMOUSLY**

Trustee Keith Fowler moved:
"that the Board approve the transfer $140,000 from Transportation operating reserves to Transportation Capital Reserve."

**CARRIED UNANIMOUSLY**

5.5 Planned Use of Operating Reserves

Director of Finance, Christine Lee, was in attendance and provided the Board with information outlining one-time operating reserves that will be required in the next two years to address operational and programming requirements.
Trustee Donna Hunt moved: “that the Board affirm the use of $840,000 for new school start-up to provide administrative support, purchase supplies and resources for the new elementary and new middle school in West Lethbridge from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Donna Hunt moved: “that the Board affirm the use of $70,000 for new programming for the French Immersion program to be offered at Nicholas Sheran Community School in 2017-2018 from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Donna Hunt moved: “that the Board affirm the use of $2.6 million of reserve funds that will be available for technology evergreening, phase IV in 2016-2017 from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Keith Fowler moved: “that the Board affirm the use of $100,000 for Middle School and FNMI Literacy from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Keith Fowler moved: “that the Board affirm the use of $200,000 as part of the three year plan to improve technology infrastructure to make technology more accessible from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Donna Hunt moved: “that the Board affirm the use of $1,060,000 to provide support for staffing growth, stability and grid movement from one time reserves.”

CARRIED UNANIMOUSLY

Trustee Donna Hunt moved: “that the Board approve the use of $800,000 to provide support for English Language Learners, Early Education students, refugees and students with diverse learning needs from one time reserves.”

CARRIED UNANIMOUSLY
Trustee Keith Fowler moved:  
"that the Board approve the allocation of 103,400.00 for the 2016-2017 school year to support alternate programming to improve high school completion from one time reserves."

CARRIED UNANIMOUSLY

5.6 A Public Education – Season 8 Proposal  
Superintendent Cheryl Gilmore provided the Board with background information with regard to “A Public Education” and the proposal for Season 8.

Trustee Tyler Demers moved:  
"that the Board confirm its participation in the Season 8 “A Public Education” partnership by committing funding of $11,422.50 plus GST from the Board’s Priority Fund."

CARRIED UNANIMOUSLY

5.7 Policy Review  
District policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, District School Council, each of the employee groups, and District and school administration. District Principal Teresa Loewen coordinates the meetings. In the current year, the Policy Advisory Committee will:

- Finish review of policies in the 600, 800, 900, 1000, 100 sections which were held over from last year.
- Approve new policies in these areas: Learning Commons, Copyright, Use of Technology/Digital Citizenship.
- Ensure that the policy manual is current, according to the new Education Act.

District Principal Teresa Loewen was in attendance to provide an overview, share any feedback received and respond to questions of the Board for the policies listed below:

- 608.3 – Learning Commons
- 601.2.1 – School Year
- 502.1 – Appendix A Student Code of Conduct

Trustee Lola Major moved:  
"that the Board approve 2nd Reading of Policy 608.3 Learning Commons as presented."

CARRIED UNANIMOUSLY
Trustee Lola Major moved: “that the Board approve 3rd and Final Reading of Policy 608.3 Learning Commons.” CARRIED UNANIMOUSLY

Trustee Lola Major moved: “that the Board approve 2nd Reading of Policy 601.2.1 School Year as presented.” CARRIED UNANIMOUSLY

Trustee Lola Major moved: “that the Board approve 3rd and Final Reading of Policy 601.2.1 School Year.” CARRIED UNANIMOUSLY

Trustee Lola Major moved: “that the Board approve 2nd Reading of Policy 502.1 Appendix A Student Code of Conduct as presented.” CARRIED UNANIMOUSLY

Trustee Lola Major moved: “that the Board approve 3rd and Final Reading of Policy 502.1 Appendix A Student Code of Conduct.” CARRIED UNANIMOUSLY

5.8 New Age Integrated Technology for Chinook High School Gymnasium

At the December 15th, 2015 Board meeting the Board rescinded its approval to award the contract for the New Age Technology at Chinook High School to Digital Edge Media.

In the interest of fairness and to be perceived to be fair, we opened the project to competitive bid as we had discovered that at least one other company could provide the equipment and installation.

Digital Edge Media and CustomWorks/TLD were considered qualified to provide the equipment solution and therefore invited to participate in the bid opportunity. Both bids were evaluated by the Principal, Kevin Wood, Technology Director, Rik Jesse and Purchasing Coordinator, Joe Perry, using 10 separate evaluation criteria. Major criteria included: vendor qualifications, project design, component specifications, warranties, and service capabilities. Nine evaluation criteria were...
evaluated prior to the 10th criteria, which was the disclosure of price.

It is the unanimous decision of the evaluation committee that CustomWorks/TLD provides the best solution for the District.

The District received the following bids:

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CustomWorks/TLD</td>
<td>$237,013.94 + GST</td>
</tr>
<tr>
<td>Digital Edge Media</td>
<td>$231,226.43 + GST</td>
</tr>
</tbody>
</table>

Trustee Jan Foster moved:
"that the Board approve the New Age Integrated Technology at Chinook High School and award the contract to CustomWorks/TLD in the amount of $237,013.94 + GST."

For: Forster; Foster; Fowler; Hunt; Major
Opposed: Demers
CARRIED

6. District Highlights
   • Donna Hunt enjoyed the performance of Rumple Stilt skin performance by Wilson Middle School Students.
   • Mich and Donna enjoyed the Healthy team session

7. Information Items
7.1 Board Chair Report
   7.1.1 Breakfast with the Board
   Breakfast with the Board has been scheduled at Park Meadows School on Tuesday, April 12, 2016 from 7:45 a.m. – 8:15 a.m. Following the breakfast, Principal Nancy Brown will provide a tour of the school for trustees.

   7.1.2 Chamber of Commerce Dinner
   June 22, 2016 district retirement banquet is the same evening. The Board agreed not to sponsor or attend due to a conflict.

7.2 Superintendent Report
   7.2.1 Board Priorities Report
   Superintendent Cheryl Gilmore provided the Board with a progress report of the Board Priorities.
7.2.2 Acknowledgements of Excellence

LCI grade 12 student Erin Collett organized the "necessities of life" drive for Syrian refugees.

WCHS Vice Principal Neil Langevin will be inducted into the Lethbridge Sports Hall of Fame. Neil is being recognized for his accomplishments as a builder in the sport of Women's Rugby. Neil coached the U of L Pronghorns program to 3 consecutive CIS National Championships and 6 Canada West titles. He also served 3 years as the National Senior Women's coach and participated as a head coach in the 2006 World Cup.

LCI Grade 9 Clippers won the South Zone 4J Girls Basketball Championship. Team members are: Lizzy McLeod, Savannah Muise, Skyla Sloan, Krista Nelson, Abbie Hall, Berkley Heggie, Jasmine Rivest, Catriona Smith, and Sydney Melvin. Coaches are Joni Heggie and Terra Hall.

Lethbridge Christian School Vice Principal, Melanie McMurray earned her Master's Degree in Education with the U of L. Her research was on Literacy in a Globalized Canadian Classroom.

LCI Grade 11 student Austin Logue won a gold medal in both the Rural Provincial and Provincial Wrestling competitions.

LCI Grade 11 student Jessica Zarowny recently won Junior Female Athlete of the Year at the Lethbridge Sports Council Achievement Awards.

All four choirs from Gilbert Paterson Middle School received the highest rank of Superior at the Kiwanis Festival. In addition, Grade 6 Choir and Select Choir will be competing at the Provincial Choir Festival.

LCI Rams Junior Varsity team captured the Southern Alberta high school basketball league championship.

Immanuel Christian Eagles won the ASAA 2A girls South Zone high school basketball championship.

WCHS Grade 11 student Dylan Meier earned a Gold medal in the recent ASAA Rural Wrestling championships. The win qualified Dylan for the Provincial championships in Edmonton in March where he finished 4th in his division.
WCHS LST teachers Melissa Hooper and Greg Skelton on hosting local agencies that provide support and services for adults with disabilities. The March 10 event is an open house gathering where families with students with disabilities can find, and make connections with, agencies and support networks in our community to plan and prepare for transitions beyond high school.

WCHS Grade 12 Griffin athletes Abby Neudorf and Mikhi Lagemaat on their section to the Rugby Alberta U18 Girls 7’s Provincial Team.

Agnes Davidson Senior Choir received a ‘Superior’ for their performance at the Kiwanis Festival.

Wilson Middle School Grade 7-8 Choirs received ‘with Distinction’ and Grade 7-8 Band received ‘Excellent’ for their performances at the Kiwanis Festival.

Mike Mountain Horse Senior and Grade 4 Choirs received ‘Distinction’ and Junior Choir received ‘Superior’ for their performances at the Kiwanis Festival.

LCI Singers were invited to represent for Senior High School Choir at Kiwanis Provincial Festival.

LCI Chamber Choir were invited to represent for Provincial National School High School Choir.

Ventus Women’s Choir was recommended to Provinceals including district staff members Regan Brooks, Karen Hudson, Thea Costello, Stephanie Macfarlane, Morgan Day, and Liz Appleton.

Fleetwood Bawden Grade 4-6 School Chorus received ‘distinction’ at Kiwanis Festival.

Mike Mountain Horse Junior Choir was chosen to represent Lethbridge at the Provincial Choral Festival.

7.2.3 Snacks with the Superintendents
All the staff of Winston Churchill High School have been invited to have Snacks with the Superintendents on Wednesday, April 13, 2016 beginning at 7:30 a.m.

7.2.4 Enrolment Summary – February 29, 2016
Superintendent, Cheryl Gilmore shared an enrolment summary for District schools, broken down by grade as of February 29, 2016 for the Board to receive as information.

7.2.5 Calendar of Events
The Calendar of Events was reviewed for the period of March 23, 2016 to April 26, 2016.

8. Reports
8.1 ATA Local Council – March 2, 2016
Trustee Donna Hunt provided a written report on the ATA Local Council Meeting held on March 2, 2016.

8.2 District School Council – March 7, 2016
Superintendent Cheryl Gilmore provided a written report on behalf of Trustee Keith Fowler on the District School Council Meeting held on March 7, 2016. Trustee Donna Hunt also provided a verbal report.

8.3 District Student Advisory Council – March 8, 2016
Trustee Lola Major provided a written report on the District Student Advisory Council Meeting held on March 8, 2016.

8.4 Poverty Intervention Committee – March 8, 2016
Trustee Jan Foster provided a written report on the Poverty Intervention Committee Meeting held on March 8, 2016.

8.5 ASBA Zone 6 – March 9, 2016
Trustee Jan Foster provided a written report on the ASBA Zone 6 Meeting held on March 9, 2016.

8.6 Board Community Engagement – March 14, 2016
Trustee Jan Foster provided a written report on the Board Community Engagement Meeting held March 14, 2016. Topic to be added to the Committee of a Whole Meeting is the Community Engagement Survey.

8.7 Policy Advisory Committee – March 16, 2016
Trustee Lola Major spoke to policies reviewed at the Policy Advisory Committee Meeting held March 16, 2016.
9  Correspondence – Received
   9.1  Alberta Government
   9.2  Minister Eggen MGA response
   9.3  PSBA Conference Invitation and Brochure

10  Correspondence - Sent
    None at this time

Adjournment
Trustee Keith Fowler moved:
“that the meeting be adjourned at 5:58 p.m.”
CARRIED UNANIMOUSLY

Mich Forster,  
Chair

Don Lussier,  
Associate Superintendent
Business Affairs
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Wendy Fox
    Associate Superintendent, Instructional Services

RE: FNMI Programming

Background
Over the past several years, there has been a significant increase in the number of FNMI students in District schools. Programs and services to support the students have also increased, and numerous strategies related to enhancing student achievement have been implemented. These strategies include the development of a comprehensive strategic plan, an increase in the number of Elders present in schools, an attendance improvement incentive, a mentorship program, literacy projects, staff professional learning activities, and high school completion supports. As a result of these efforts and others, the high school graduation rate has almost doubled. The 2015 – 2016 school year will see the highest number of graduates in more than a decade.

Sarah Heimbecker, the District FNMI Consultant, will be present to provide a report on the strategies that have been implemented, and the impact of those supports.

Recommendation
That the Board receive this report as information.

Respectfully submitted,

Wendy Fox
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Policy Review

Background
District policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory has representation from the Board, District School Council, each of the employee groups, and District and school administration. District Principal Teresa Loewen coordinates the meetings. In the current year, the Policy Advisory Committee will:

• Finish review of policies in the 600, 800, 900, 1000, 100 sections which were held over from last year.
• Approve new policies in these areas: Learning Commons, Copyright, Use of Technology/Digital Citizenship.
• Ensure that the policy manual is current, according to the new Education Act.

The policies listed below were reviewed by the Policy Advisory Committee. Subsequently, the policies were distributed to school and District administration, staffs and school councils for input.

<table>
<thead>
<tr>
<th>Policy #</th>
<th>Policy Name</th>
<th>Action Required</th>
</tr>
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<tbody>
<tr>
<td>502.2</td>
<td>Sexual Orientation, Gender Identity and Gender Expression</td>
<td>Second and final reading</td>
</tr>
<tr>
<td>608.1</td>
<td>Counselling Services</td>
<td>First reading</td>
</tr>
<tr>
<td>1005.3</td>
<td>Advertising, Distribution, and Merchandising In and Through Schools</td>
<td>Amendment</td>
</tr>
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<td>1001.3</td>
<td>Communications</td>
<td>First reading</td>
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Teresa Loewen will attend the Board meeting and provide an overview of each policy, share any feedback that has been received and respond to questions trustees may have.

Recommendation
It is recommended that the Board adopt the revisions to the policies as presented by the Policy Advisory Committee, or as amended.
<table>
<thead>
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Respectfully submitted,
Cheryl Gilmore
502.2 Sexual Orientation, Gender Identity and Gender Expression

Policy

The Board is committed to establishing and maintaining welcoming, caring, respectful and safe learning environments that respect all sexual orientations, gender identities and gender expressions. All members of the school community have the right to learn and work in an environment free of discrimination, prejudice, and harassment. These fundamental rights are protected under the Canadian Charter of Rights and Freedoms, Alberta Human Rights Act, the Alberta Bill of Rights, and Alberta School Act.

Regulations

1. In an atmosphere of mutual respect and appreciation for individual differences, all students and families with a diversity of sexual orientations, gender identities and gender expressions have the right to:
   1.1. be treated fairly, equitably, and with dignity and respect;
   1.2. have their privacy and confidentiality protected and respected;
   1.3. self-identification and determination;
   1.4. freedom of belief, expression, and association in accordance with the Alberta Human Rights Act;
   1.5. be fully represented in an inclusive, positive and respectful manner;
   1.6. have equitable access to supports, services and protections; these supports, services, and accommodations will be determined on a case-by-case basis;
   1.7. have avenues of recourse, without fear of reprisal, available to them when they are targets of harassment, prejudice, discrimination, intimidation, bullying, and/or violence; and
   1.8. have their unique identities, families, cultures, and communities included, valued and respected.

2. The Board is committed to measures that will:
   2.1. define appropriate expectations, behaviours, language, and actions in order to prevent discrimination, prejudice, and harassment through greater awareness of, and responsiveness to, their harmful effects;
   2.2. ensure that all such discriminatory behaviours and complaints will be taken seriously, documented, and dealt with expeditiously and effectively through school and District Student Codes of Conduct;
   2.3. improve the understanding of gender identity, sexual orientation and gender expression;
   2.4. respect that parents and guardians have the right to make informed decisions respecting the education of their children, in accordance with the Alberta Bill of Rights;
   2.5. support the establishment, when requested by one or more students, of student organizations or activities including such groups as gay-straight alliances, or queer-straight alliances, or any other voluntary student organization, that promote equality and non-discrimination;
   2.6. support the safety, health, and educational needs of students with a diversity of sexual orientations, gender identities and gender expressions;
   2.7. develop, implement, and evaluate inclusive educational strategies, professional learning opportunities, and administrative guidelines to ensure that all students with a diversity of sexual orientations, gender identities and gender expressions are welcomed and treated with respect and dignity;
2.8. provide for all students, including transgender students, the right to privacy and safety when using facilities.

References:
District Policies: Policy 502.1 Welcoming, Caring, Respectful, and Safe Learning Environments
School Act: School Act, sections 16, 45.1
Other: Canadian Charter of Rights and Freedoms
Alberta Human Rights Act
Alberta Freedom of Information and Protection of Privacy Act
Alberta Teachers’ Association Code of Professional Conduct
Alberta Bill of Rights
608.1 Counselling Services

Policy

The Board believes counselling is an integral part of school programming that meets the needs of all students in the areas of education, wellness, and career exploration. The Board is committed to ensuring that students are provided with the services they need to develop skills and strategies to support their success in school.

Regulations

1. Comprehensive school counselling is both an individual and collective responsibility, achieved when working in partnership with students, staff, parents/guardians, community, and government.
2. Counselling services are intentionally organized to meet individual and collective needs to enhance and promote student learning.
3. Each school, in conjunction with the District, shall work towards creating and maintaining learning environments that support a culture of wellness using a comprehensive school counselling approach.
4. Counselling services support children, youth and families, reflecting a continuum of services from universal programming, targeted services, and intensive supports, to external referrals as required.
5. The core functions of the school counselling team consist of education, counselling/coaching, responsive services, consultation planning, and coordination of services.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Other: Lethbridge School District No. 51 Counselling Services Handbook.
        Freedom of Information and Protection of Privacy Act
1005.3 Advertising, Distribution, and Merchandising In and Through Schools

Policy

The advertising, distribution and/or sale in schools of non-school activities, services, information and/or products shall occur only if they enhance the ongoing educational program in the school.

Regulations

1. Advertising of community activities is permitted if approved by the school principal, with the exception of:
   1.1 Activities sponsored by alcohol or tobacco companies;
   1.2 Activities with a clear profit motive and no educational value to students.
2. The advertising of products or services by a commercial business, organization or agency is permitted at the discretion of the principal, provided that it contributes to the social or educational benefit of students or their families, with the exception of advertising for unlicensed child care services.
3. The advertising and sale of school-related services such as school photos, yearbooks, calendars, agendas, school clothing and jewellery are permitted at the discretion of the principal.
4. The advertising of educational products or services aimed at staff by a commercial business is permitted if the products or services may be of interest to staff and the school principal approves the specific print material. Such advertisements shall be restricted to the daybook, staff room or staff mailboxes.
5. Advertising in school publications such as newsletters and yearbooks shall be at the discretion of the principal.
6. Unsolicited advertisements of non-school commercial activities, products, or services will not be sent home with students. However, teachers may choose to offer participation in book clubs or incentive programs with the approval of the principal.
7. Sometimes business firms or organizations produce materials, products, websites, etc. which are of considerable value for school use, the production of which is designed to create general goodwill for the producer.
rather than to directly encourage directly the sale of a specific product or service.

1005.3 Advertising, Distribution, and Merchandising In and Through Schools …

Such materials may be accepted for use in schools if all of the following conditions are met:

7.1 The materials are judged by the Superintendent and school principal to have sufficient educational or other value to justify their being used in schools;

7.2 The advertising is inconspicuous; and

7.3 The conditions of their use within the schools are determined solely by the principal and are not imposed by any outside agency.

8. The distribution of materials relative to fund raising for, or in conjunction with, community organizations or businesses, school or school-related fund raising shall be at the discretion of the principal, subject to the following:

8.1 All fund-raising activities shall comply with the provisions of Policy 1005.6 School Generated Funds.

8.2 Release of lists of names and addresses of contact information of staff, students, or parents/guardians to any outside individual, company or organization is prohibited.

8.3 Outside individuals or organizations are prohibited from selling, distributing, canvassing or collecting on Board property without the express permission of the Superintendent or designate.

8.4 The distribution of free admission tickets to students where the purchase of an adult’s ticket is required as a condition of use is prohibited.

8.5 Any promotion, advertising, distribution of materials, goods or services by which any individual staff member might accrue any financial gain is prohibited.

9. Distribution of any materials, religious in nature, requires the approval of the Superintendent or designate.

9.1 Parents will be notified of the availability of materials through the school newsletter and/or by direct letter.

9.2 Materials will not be made available to any student unless written consent has been received from the parent.
9.3 Distribution of materials will occur outside of regularly scheduled class time and will take place outside of classrooms (i.e. library) and be supervised by an administrator of the school.

1005.3 Advertising, Distribution, and Merchandising In and Through Schools …

10. Authorization for the distribution of all other materials and/or products shall be left to the discretion of the Superintendent or designate.

11. The distribution of material addressed in this policy through the Education Centre without the prior approval of the Superintendent is prohibited. All regulations of policy 1005.3 apply to the Education Centre and Attwell Building employees, with the approvals coming from of the Superintendent or designate.

12. Contractual arrangements with the District for school use of specific products and/or team or activity sponsorship is possible with the approval of the Associate Superintendent, Business Affairs, or designate.

12.1 Only the District may enter into contractual arrangements.

12.2 Donations from community businesses that involve ongoing public recognition are regarded as contracts and must be approved by the Associate Superintendent, Business Affairs, or designate.

13. Agreements for use of school space must comply with the provisions of Policy 1004.1 Community Use of Facilities and:

13.1 be approved by the Associate Superintendent, Business Affairs or designate; and

13.2 comply with the provisions of the Joint Use Agreement.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Alberta School Act: 27(2)
District Policies: 802.2 Student Fees, Fines and Charges, 202.1.2 Conflict of Interest, 1004.1 Community Use of Facilities, 1005.6 School Generated Funds
1001.3 Communications

Policy

Lethbridge School District No. 51 will foster effective two-way communication and the building of positive relationships within our community by developing and supporting communication networks among stakeholders.

Regulations

1. Lethbridge School District No. 51 will:
1.1. inform external and internal stakeholders about proposals, programs, District activities, initiatives and policies, using interactive communication processes;
1.2. provide a variety of opportunities for stakeholders to exchange information and ideas, and to be involved in collaboration and/or consultation; and
1.3. gather public feedback, acknowledge input, and advise stakeholders of decisions made and the reasoning behind those decisions.

2. The Communications Officer will:
2.1. be responsible for communications planning at the District level;
2.2. facilitate communications planning throughout the District;
2.3. develop and implement communication plans and strategies in support of District priorities;
2.4. support the communication needs of Trustees; and
2.5. oversee all communication activities as determined by the Superintendent.

3. Communication processes within Lethbridge School District No. 51 are the responsibility of all employees. Processes shall be open, clear, consistent, responsible and supportive of the Board’s mission statement and its priorities.

4. Communication shall include the promotion of school achievements, special events and may be shared through the use of social media, media releases and other correspondence.

5. The Board shall establish and maintain positive relationships with media, and respond to media requests in a timely manner.

6. Principals or designates are to notify the Communications Officer of all media requests received directly at the school.

7. In accordance with the emergency flow chart, senior administration is responsible for notifying the Superintendent, the Communications Officer and Trustees of any situation they believe is of concern. Senior administration are also to be the official spokespeople on Board programs or school issues, as directed by the Superintendent.
1001.3 Communications, cont’d

8. Any and all District communication must adhere to District policies, procedures, and Codes of Conduct.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

District Policies: 202.1 Trustee Code of Conduct, 400.2 Employee Code of Conduct, 607.4 Responsible Use of Technology, 608.6 Parent and Student Handbook, 805.6 Access to Information, 1003.1 Channels of Communication and Disputes Resolution

Other: Lethbridge School District No. 51 Crisis Response Manual Freedom of Information and Protection of Privacy Act (FOIP) Lethbridge School District No. 51 Communications Plan
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Art’s Alive and Well in Schools

Background
The 39th year of the Art’s Alive and Well in Schools student art exhibition will run from Sunday, May 1 to Sunday, June 12, 2016. Approximately 425 pieces of student art, representing thirty schools within the city of Lethbridge, will be on display. All Lethbridge School District No. 51 schools participate in this event, along with Holy Spirit city schools, and École la Verendrye. Lethbridge School District No. 51 and Holy Spirit collaborate to present two awards of merit for the junior high/middle school students. In addition, Beta Sigma Phi continues to offer two awards to Art 30 students and all participating schools contribute financially to support the other awards and prizes given out at the opening ceremony.

District staff member Phyllis Furukawa coordinates this annual event and has extended an invitation to all trustees and District staff members to attend. The opening ceremony will be held on Sunday, May 1, beginning at 1 p.m. at the Southern Alberta Art Gallery (601 – 3 Avenue South). Karen Rancier will serve as MC for the opening ceremony and Don Lacey will bring greetings on behalf of the District.

Recommendation
It is recommended that the Board receive this report as information and extend appreciation to Phyllis Furukawa for her efforts to coordinate this celebration of student art in Lethbridge.

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Breakfast with the Board – Senator Buchanan – May 4, 2016

Background
Lethbridge School District trustees have a long standing practice of visiting district facilities in order to better understand the operations at each site. Visits by trustees are truly appreciated by staff.

On a monthly basis trustees meet with the staff of one district site for a continental breakfast. The informal meeting provides an opportunity for staff to share highlights of their work with trustees. Additionally, trustees can share information about district initiatives and respond to questions staff members may have.

Breakfast with the Board has been scheduled at Senator Buchanan on Wednesday, May 4, 2016 from 7.50 – 8.20 a.m. Following the breakfast, Principal Dawn Ronne will provide a tour of the school for trustees.

Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Don Lussier
    Associate Superintendent, Business Affairs

RE: Preliminary 2016/17 Budget – Presentation to the Public

Background
As part of its community engagement mandate the Board annually hosts a public meeting to provide all stakeholders an overview of the preliminary budget. This year the public meeting has been scheduled for Tuesday, May 24, 2016 beginning at 6.30 p.m. at the Education Centre.

At the meeting Director of Finance Christine Lee will provide an overview of the preliminary budget which will be reviewed and debated at the Board Budget meeting scheduled for May 30, 2016.

The approved budget will be forwarded to Alberta Education, and will be updated prior to November 30th, once the official September 30th enrolment counts are confirmed.

An invitation will be extended to staff, parents and the public to attend the Public Budget Presentation through social media.

Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,
Don Lussier
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Snacks with the Superintendents – General Stewart – May 11, 2016

Background
At the beginning of each school year, Executive Council members are designated as school liaisons for each of the District schools. As a liaison, the Executive Council members represent the District at school functions. It has also been a long standing practice for Executive Council members to visit schools and classrooms on a regular basis, observing first-hand the activities that take place in the school. Visits by Executive Council members are appreciated by staff.

On a monthly basis Executive Council as a whole meets with the staff of one school for snacks. The informal meeting provides an opportunity for staff to share highlights of their school. Additionally, Executive Council members can share information about district initiatives and respond to questions staff members may have.

All the staff of General Stewart School have been invited to have Snacks with the Superintendents on Wednesday, May 11, 2016 beginning at 7:45 a.m.

Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Education Week, May 2 – 6, 2016

Background:
Education Week provides all Albertans with an opportunity to highlight the important role education plays in shaping the future of our province.

The theme for this year established by Alberta Education is “Learning Together”.

The theme of the Alberta Teachers’ Association this year’s Education Week is “We Are Teachers.”

To celebrate Education Week at the District level this year, Lethbridge School District No 51 will feature a web gallery on the website comprised of student representation endeavours. Teachers grow minds and cultivate passions. They further the development of attributes that make us human and essentially good. One way students express thinking and their humanity is through representation. Creative thinking is highlighted as a core competency in curriculum re-design under the umbrella of Inspiring Education and an attribute recognized as essential by education futurist thinkers and authors.

A call for submissions has been put out to schools. Schools can submit representations of student work to be posted on a Lethbridge School District No. 51 “Web Gallery” launching May 2, 2016. Representations may include the following: visual art, photos, or videos of performance – music – drama – dance, class projects associated with any subject, students working on assignments in a practical arts context such as automotive, foods, auto body, cosmetology, fashion, computer design, or construction .... The ideas are limitless – anything that can be described as a visual representation of thinking or expression fits.

Recommendation:
It is recommended that the Board receive this report as information and send apples to each district location for staff to enjoy.

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Cheryl Gilmore
        Superintendent of Schools

RE: Board Priorities Report

Background
The Education Centre Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. An update on progress will be provided in the form of a report each month.

Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent
# 2015-16 District Priorities
## Report to the Board

### Priority One

**Supporting Student Achievement and closing the achievement gap.**

- **High School Re-design**, including expanded off-campus opportunities and dual credit (Cheryl)
  - Winston Churchill is currently developing a proposal to join the high school re-design projects.

**Literacy/ Numeracy** (Karen)
  - Effective Literacy Strategies Workshops have been presented to our Division I, II, and III teachers and have been well attended and received!
  - Elementary Learning Support Teachers have been trained in Fountas and Pinell Testing and all homeroom teachers at the elementary level have access to a full day to do this testing with their students.
  - All of our Middle and High Schools were well represented at a Literacy Workshop hosted by SAPDC focusing on literacy across all content areas.
  - Bev Smith, our Literacy Lead Teachers, has been supporting teachers in grades K-8 through workshops, school residencies, staff meetings, and Professional Learning Day activities.

**District Collaborative Communities** (Karen)
  - Our second District-wide Professional Learning/Collaborative Community day occurred on Friday, April 15th. Teachers assembled in their Community groups to continue the work they began earlier in the year. Some groups felt as though they completed the goals they established as a group while others determined that their work will continue into the coming year.

**Teacher Induction Support for Quality Teaching** (Sharon/ Teresa)
  - The 51-5 Mentorship Planning Committee took part in a mini-retreat to look at restructuring our teacher induction program. A proposal was presented to the Board at their spring retreat in March. Teresa Loewen met with Aaron Fitchett, ATA PD Chair, to create a presentation asking for additional funding from the ATA budget committee in their May deliberations.

**FNMI** (Sarah/Wendy)
  - Planning the May 31, 2016 middle school FNMI workshop
  - Preparing for the District Powwow and FNMI Grad Feather Ceremony
  - Organizing transition meetings for FNMI students in Grade 5 and Grade 8
  - Working with high school social studies teachers to implement and provide presentations on residential schools

### Priority Two

**Supporting the implementation of provincial legislative changes and initiatives designed to support contemporary learning.**

**Regulations and policy**
  - In accordance with the School Act, the Public Meeting committee elected to draft recommendations to the Board regarding Policy 502.2 met and presented the recommendations to the Board on April 19.

**Assessment** (Karen/ Cynthia)
  - Fountas and Pinell leveled literacy testing training was provided for all elementary schools’ Learning Support Teachers.
Lethbridge School District No. 51
Regular Meeting – April 26, 2016
Enclosure #7.2.3

<table>
<thead>
<tr>
<th>PRIORITY THREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting seamless integration of technology.</td>
</tr>
<tr>
<td>Digital Citizenship (Rik)</td>
</tr>
<tr>
<td>• <strong>Digital Citizenship Curriculum Committee:</strong> The purpose of the Committee is to develop recommendations to be submitted to the Administrators’ Committee regarding how to embed digital citizenship instruction in schools.</td>
</tr>
<tr>
<td>• The meeting on April 28th will guide the work of the Committee and set the stage for a follow-up meeting in the fall.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Instructional Integration of Technology (Rik)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• High School Learning Technology Facilitator, Donna James continues to work collaboratively with staff and students to support student learning through the seamless integration of technology. This includes partnering with staff in the learning design process to make the best uses of available teaching methods and in the best uses of technology to enhance student learning; supporting on campus and online courses through the creation of web sites, supporting the use of the course management system, and developing audio visual learning objects; supporting staff and student use of other communication technologies; and exploring new technologies that can support student learning.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Technology Infrastructure (Rik)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• New VOIP telephone systems are currently being deployed in the following schools:</td>
</tr>
<tr>
<td>o Lethbridge Collegiate Institute (135 phones)</td>
</tr>
<tr>
<td>o Nicholas Sheran (48 phones)</td>
</tr>
<tr>
<td>o Dr. Probe (35 phones)</td>
</tr>
<tr>
<td>• Scheduled Wireless Access Point replacement projects:</td>
</tr>
<tr>
<td>o Lethbridge Collegiate Institute (52 WAP’s)</td>
</tr>
<tr>
<td>o Nicholas Sheran (21 WAP’s)</td>
</tr>
<tr>
<td>o Dr. Probe (19 WAP’s)</td>
</tr>
<tr>
<td>o Galbraith (19 WAP’s)</td>
</tr>
<tr>
<td>• PowerSchool training dates have been announced:</td>
</tr>
<tr>
<td>o April 15th ~ All Administrative Assistants and Administrative Support</td>
</tr>
<tr>
<td>o May 9th ~ All Administrative Assistants and Administrative Support</td>
</tr>
<tr>
<td>o May 10th ~ All Administrative Assistants and Administrative Support</td>
</tr>
<tr>
<td>o May 11th (am) ~ Principals</td>
</tr>
<tr>
<td>o May 11th (pm) ~ Power Users</td>
</tr>
<tr>
<td>o May 12th (am) ~ High School Teachers</td>
</tr>
<tr>
<td>o May 12th (pm) ~ Middle School Teachers</td>
</tr>
<tr>
<td>o May 13th ~ Elementary Teachers</td>
</tr>
<tr>
<td>• PowerSchool Online Training Accounts are now available (all staff) via Tina Canregie in the Tech Department.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRIORITY FOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting population growth and change.</td>
</tr>
<tr>
<td>Capital projects (Don)</td>
</tr>
<tr>
<td>• Report provided to the Board</td>
</tr>
<tr>
<td>Strategies for growth and changing demographics (Exec Council)</td>
</tr>
<tr>
<td>• District Instructional Services, especially the ESL Lead Teacher, has been working closely with immigrant services to establish homes and a smooth transition to school.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget and Resource Alignment (Christine)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Budget development and meetings with the Board Budget Committee and Instructional Budget Committee</td>
</tr>
</tbody>
</table>
Parent and Community Engagement (All)

- Budget information session hosted in April.
2015-16 DISTRICT PRIORITIES

PRIORITY ONE:  Supporting Student Achievement and closing the achievement gap.

OUTCOMES:
• Students are lifelong learners possessing the skills and attributes to successfully transition to further education, credentialing or the world of work.
• Teachers are highly knowledgeable with the skills and attributes to engage students in quality contemporary learning environments.
• Students achieve student learning outcomes (Accountability Pillar including achievement and participation, SLA’s, District standardized assessment results).
• Students demonstrate a strong foundation in numeracy and literacy.
• The achievement gap between First Nations, Metis and Inuit (FNMI) students and all other students is eliminated.
• Teachers effectively engage students and instructional practice reflects the Teaching Quality Standard.
• Teacher preparation and professional growth focus on the competencies needed to help students learn.
• Effective learning and teaching is achieved through collaborative leadership and structures.
• Children are reaching emotional, social, intellectual and physical development milestones and are ready for school.
• Early education programs involve all stakeholders and maintain the integrity of well-researched, age-appropriate programming that makes a difference in the development of the child and readiness for success in school.

PRIORITY TWO:  Supporting the implementation of provincial initiatives under the umbrella of Inspiring Education: Education Act, Provincial Regulations, Inclusive Education, Curriculum Redesign, Student Assessment

OUTCOMES:
• Jurisdiction policy and practice aligns with the new Education Act and provincial regulations.
• Board, District Leadership Team and school administrators knowledgeable about Education Act, regulations, and district policy
• Students are leaders who demonstrate ethical citizenship and entrepreneurship.
• Schools are characterized by distributive leadership among staff and structures are in place to build teacher leadership capacity.
• Structure is in place to build school administrator leadership capacity.
• Schools are inclusive learning environments with capacity to implement curriculum re-design.
• Improvement on the continuum of the Indicators of Inclusive Schools.
• The education system demonstrates collaboration and engagement.
• Schools, parents and the community are engaged in reciprocal endeavors that contribute to student growth and the community.
• Students and communities have access to safe and healthy learning environments.
• Mental health measures (TTFM Survey, Accountability Pillar, Counsellors’ Notes) improve.

PRIORITY THREE:  Supporting seamless integration of technology.

OUTCOMES:
• Learners possess the attributes and skills to access technology seamlessly for the purpose of creating knowledge and building community.
• Improved measures of Digital Citizenship.
• Infrastructure in place that meets the needs of student learning.
• Use of technology embedded in everyday instructional practice; learners create knowledge using technology when most effective tool.

**PRIORITY FOUR: Supporting population growth and change.**

**OUTCOMES:**

- Schools are viable and have the capacity for the breadth of programs needed to support student learning needs.
- Utilization rate of facilities supports current and future programs and opportunities for provincial capital support.
- New facilities to meet enrollment increases.
MEMORANDUM

March 22, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Acknowledgements of Excellence

Background:
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 District staff and students:

Dr. Probe School Senior and Junior choirs received Distinction marks at the Kiwanis Festival.

Kiwanis Festival results for LCI:
LCI Grade 9 Band Superior
LCI Gold Concert Band Superior
LCI Jr. Green Jazz Band Excellent
LCI Jazz Combo Superior
LCI Sr. Gold Jazz Band Superior
LCI Brass Quintet 88% 1st place.

LCI Grade 12 student, Liam Hyland, is headed to Antigonish, Nova Scotia next year to play football.

Chinook High School Grade 12 student, Zachary Wigand, was honoured at the Leaders of Tomorrow 2016 awards night through Volunteer Lethbridge.

WCHS Students in ELL Canadian Studies 15 at Winston Churchill (Teachers Greg Skelton and Janice Brown) are working with Galbraith School’s Josie Rahim’s grade 4 and 5 students to make an ABC colouring book of each Canadian province and territory. This is a collaborative project using Google Docs. These books will be read and shared with Tricia Harris’s grade 1 students at Galbraith. All students are learning more about their country and making new friends!
Winston Churchill student **Tyler Killoran** who finished third in the Southern Alberta cabinetry competition April 8.

**Winston Churchill** students (15) and staff members (5) on hosting the 3rd Annual Spaghetti for the Soul event at the Lethbridge Soup Kitchen April 8. The group cooked and served a spaghetti dinner for 85-100 clients as well as setting up a table of donated clothes from the Churchill family. A special thank you to teacher **Patrick Shackleford** for coordinating the event.

Winston Churchill grade 12 student **Isabel Benke** on being selected as one of 6 local students to participate in an exchange trip with La Ville St-Laurent this summer.

Winston Churchill grade 12 student **Katie Fyfe** on winning the silver medal at the Southwest Regional Skills Canada competition April 13 in the Baking category. Katie qualifies for the Provincial Skills Canada competition in Edmonton May 11-12.

Winston Churchill math teacher **Andrea Lammers-Pottage** on qualifying for, and competing in, the 120th Boston Marathon on April 18.

Winston Churchill Career Practitioner **Lettie Croskery** on encouraging and facilitating 53 young women to participate in the World of Choices event through Junior Achievement on April 7. Churchill had the largest contingent of participants from the region in attendance.

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

March 22, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Donations and Support

Background:
Lethbridge School District No. 51 is fortunate to be in a community that strongly supports programs and services for students. The District 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 and attached are the donations and support received by the District.

Community Foundation of Lethbridge and Southwestern Alberta Grants:

- **Senator Buchanan Elementary School** received a $5,000 Community Priorities Grant for their *Supporting FNMI students through literacy interventions project*. A portion of this grant ($1,200) was provided through the generosity of the Lethbridge Auto Dealers Association (LADA).

- **Lethbridge Collegiate Institute** received a $5,000 Community Priorities Grant for their *LCI Band Instrument Inventory Enhancement project*. $440 of the funds provided for this grant came through the Kevin and Trish Kindley Fund.

- **Chinook High School** received a $5,000 Community Priorities Grant for their *Drumline project*.

- **Lakeview School** received $500 for the *Recess Bins* project.

Recommendation:
It is recommended that the Board receive this summary as information.

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

March 22, 2016

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Enrolment Summary, March 31, 2016

Background
Included with this memo is an enrolment summary for District schools, broken down by grade, as of March 31, 2016.

Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent
## ALL SCHOOLS ENROLLMENT BY GRADE: March 31, 2016

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>Early Education</th>
<th>Kindergarten</th>
<th>Grades 1 - 12</th>
<th>Total</th>
<th>FTE</th>
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</thead>
<tbody>
<tr>
<td>Victoria Park</td>
<td>5 8 20 40 69 271</td>
<td>413 298 115</td>
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<td>413 413.0</td>
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<tr>
<td>Chinook High</td>
<td>265 281 244 264</td>
<td>1054 1077 -23</td>
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<td>1054 1054.0</td>
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<tr>
<td>Immanuel Christian High</td>
<td>48 43 40 44 27 245 244 1 245 245.0</td>
<td>227 201 180 204</td>
<td>812 836 -24</td>
<td>812 812.0</td>
<td>812 812.0</td>
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<tr>
<td>LCI - Total Students</td>
<td>43 43 40 17 143 147 -4</td>
<td>43 43 40 17 143 147 -4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WCHS</td>
<td>193 189 178 231</td>
<td>791 814 -23</td>
<td>791 791.0</td>
<td>791 791.0</td>
<td></td>
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<tr>
<td>G S Lake</td>
<td>289 257 288</td>
<td>834 829 5</td>
<td>834 834.0</td>
<td>834 834.0</td>
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</tr>
<tr>
<td>Gilbert Paterson - Total Students</td>
<td>222 207 203</td>
<td>632 650 -18</td>
<td>632 632.0</td>
<td>632 632.0</td>
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<tr>
<td>Gilbert Paterson - French Immersion</td>
<td>47 52 56</td>
<td>155 156 -1</td>
<td>155 155.0</td>
<td>155 155.0</td>
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<tr>
<td>Lethbridge Christian</td>
<td>19 18 1</td>
<td>28 20 23 23 13</td>
<td>18 20 24</td>
<td>169 170 -1</td>
<td>188 178.5</td>
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<tr>
<td>Wilson</td>
<td>196 169 148</td>
<td>513 499 14</td>
<td>513 513.0</td>
<td>513 513.0</td>
<td></td>
</tr>
<tr>
<td>Agnes Davidson - Total Students</td>
<td>47 49 -2</td>
<td>104 106 128 132 106 100 100 83</td>
<td>549 542 7</td>
<td>700 601.0</td>
<td></td>
</tr>
<tr>
<td>Agnes Davidson - French Immersion</td>
<td>84 86 -2</td>
<td>98 103 79 70 58</td>
<td>408 409 -1</td>
<td>492</td>
<td></td>
</tr>
<tr>
<td>Dr. Probe</td>
<td>39 40 -1</td>
<td>77 72 -2</td>
<td>106 95 99 92 80</td>
<td>472 462 10</td>
<td>568 510.5</td>
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<tr>
<td>Fleetwood Bawden - Total Students</td>
<td>40 43 -3</td>
<td>40 36 82 58 57 62 47</td>
<td>308 302 4</td>
<td>286 328.0</td>
<td></td>
</tr>
<tr>
<td>Fleetwood Bawden Montessori</td>
<td>45 29 27 26 23</td>
<td>150 153 -3</td>
<td>150 150.0</td>
<td>150 150.0</td>
<td></td>
</tr>
<tr>
<td>Gabraith</td>
<td>44 42 2</td>
<td>81 81 0</td>
<td>97 59 74 84 60</td>
<td>374 376 -2</td>
<td>469 436.5</td>
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<tr>
<td>General Stewart</td>
<td>44 31 13</td>
<td>16 16 0</td>
<td>22 24 22 25 20</td>
<td>113 115 -2</td>
<td>173 143.0</td>
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<tr>
<td>Immanuel Christian Elementary</td>
<td>47 48 -1</td>
<td>42 39 36 36 41 41</td>
<td>235 233 2</td>
<td>282 258.5</td>
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<tr>
<td>Lakeview</td>
<td>80 81 -1</td>
<td>86 89 89 93 86</td>
<td>443 431 12</td>
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<tr>
<td>Mike Mountain Horse</td>
<td>77 78 -1</td>
<td>84 82 2</td>
<td>119 101 110 109 91</td>
<td>530 527 3</td>
<td>691 610.5</td>
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<tr>
<td>Nicholas Sheran</td>
<td>46 39 7</td>
<td>93 94 -1</td>
<td>103 74 92 86 97</td>
<td>452 455 -3</td>
<td>581 521.5</td>
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<tr>
<td>Park Meadows</td>
<td>45 44 1</td>
<td>46 45 1</td>
<td>64 43 57 44 42</td>
<td>250 244 6</td>
<td>341 273.0</td>
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<tr>
<td>Senator Buchanan</td>
<td>31 31 0</td>
<td>44 43 1</td>
<td>56 55 35 48 36</td>
<td>230 219 11</td>
<td>305 267.5</td>
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<tr>
<td>Westminster</td>
<td>32 23 9</td>
<td>32 33 -1</td>
<td>24 27 27 24 26</td>
<td>128 124 4</td>
<td>192 144.0</td>
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<tr>
<td><strong>SUB TOTALS</strong></td>
<td><strong>445 420</strong></td>
<td><strong>25</strong></td>
<td><strong>763</strong></td>
<td><strong>55</strong></td>
<td><strong>8</strong></td>
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<tr>
<td>Stafford Ridge</td>
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<td>6 4 2</td>
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<tr>
<td>Harbour House</td>
<td>3 1</td>
<td>5 1 4</td>
<td>5</td>
<td>5.0</td>
<td></td>
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<tr>
<td>Pitawan</td>
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<td>1 1</td>
<td>10 9 1</td>
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<tr>
<td>CAMP</td>
<td>1 2 1</td>
<td>4 3 1</td>
<td>4</td>
<td>4.0</td>
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</tr>
<tr>
<td><strong>SUB TOTALS</strong></td>
<td><strong>25</strong></td>
<td><strong>17</strong></td>
<td><strong>8</strong></td>
<td><strong>25</strong></td>
<td><strong>25</strong></td>
</tr>
</tbody>
</table>

**TOTAL STUDENTS / FTE ENROLLED AS OF MARCH 31, 2016**

**TOTAL STUDENTS / FTE ENROLLED AS OF SEPTEMBER 30, 2015**
## Calendar of Events for Board of Trustees

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
</table>
| May 2 | District School Council  
6:30 p.m., Education Centre |
| 4     | Breakfast with the Board  
Senator Buchanan |
| 11    | Snacks with the Superintendents  
General Stewart |
| 12    | 51-5 Mentorship Celebration |
| 13    | School Based Professional Learning  
NO School for students |
| 18    | Education Centre Leadership Team Meeting  
9:00 a.m., Education Centre |
| 19    | Administrators’ Committee Meeting  
1:15 p.m., Education Centre |
| 20    | NO SCHOOL |
| 23    | Victoria Day  
NO SCHOOL |
| 24    | Board Meeting  
3:30 p.m., Education Centre |
| 24    | Public Budget Presentation  
6:30 p.m., Education Centre |
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Don Lacey, Trustee

RE: ATA Local Council – April 4, 2016

Trustee Don Lacey will provide an oral report.
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Keith Fowler, Trustee

RE: District School Council – April 4, 2016

There was a good turnout for the last meeting as there was some interest in the upcoming ASCA meeting and the procedure regarding the committee coming out of the public meeting from the petition. Cheryl and I went through the procedures that would be followed and they also gave some feedback from their perspective which was that some were given ballots and then went out in the hallways and could’ve gotten another ballot as there were no checks to see who got a ballot, but as Cheryl explained there could only be so much reasonably done without creating a huge line up if more time was taken with each person. Overall there was a good feeling about the way the meeting was handled and conducted.

There was a great deal of discussion around the resolutions going forward to the AGM at the ASCA this weekend, which were all supported by the group in general as they were taking them back to their own school councils for approval as there is a good number of parents from Lethbridge attending the conference this year, those school councils that were not having someone attend were offered the opportunity to send their proxy with one of those attending.

Of note is that Allison Pike is running for Vice-President of the ASCA and there are some changes proposed to the by-laws including reducing the number of directors to 12 from 15 and has been the practise is to elect the directors for a 2-year term with half up for election each year.

Cheryl gave a report on the district events and of note to most was the wholesale changes of Administrators that is occurring in the fall, some felt that there would be some of the culture of each school lost by such wholesale changes, Cheryl explained the rational of getting teams in place for the upcoming program change to the French Immersion program and the new school opening in copperwood.

Respectfully submitted,
Keith Fowler
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Jan Foster, Trustee

RE: NSBA Conference – April 9-11, 2016

I attended the NSBA Conference in Boston – “Declare Excellence in Public Education”

The 3 General Session keynote speakers were:
  • Dan Rather, former CBS news anchor.
  • Robin Roberts, ABC “Good Morning America“ co-anchor.
  • Tony Wagner, Expert in Residence at Harvard University.

All were excellent presentations, speaking of their experiences, past and present in the field of education.

There was an abundance of sessions to attend for the 3 days.

I attended:
  • Youth in School Governance – there are a number of school districts that have a youth representative (non-voting) sitting on their Board. This student is elected by their peers, usually for up to 3 years.
  • Jordyn’s Story – very inspiring story of how the use of technology changed the life of a young lady who has autism and is non-verbal. She graduated from high school, now attending college and tutor’s special needs students at her former school. She made an excellent presentation and her superintendent and former teachers spoke of how her behavior changed from anti-social to a wonderful, caring, intelligent student.
  • Disrupting Poverty – how one school district turned a high poverty school into a high performing school.
  • A Trusted Learning Environment: Protecting Student Privacy - how schools can balance technology advances while protecting student privacy.
  • Community Foundations as Community Outreach and Partnership Generators – how an education foundation can be used as an outreach to the community as well as funding educational needs.
  • Moving from Communication to Community Engagement – how to “tell your story” and engage your staff, students and community.

I attended an “off-site” presentation held at the Edward M. Kennedy Institute which was an interactive visit and is dedicated to educating the public, particularly young people about the
importance and the workings of government. All attendees got to be a “senator for a day” and attended a mock session of a Senate hearing and participated through the use of a personal tablet. Afterwards, there was an opportunity to visit the John F. Kennedy Presidential Library and Museum.

During the Conference, there was an opportunity to visit the Exhibit Hall where there were extensive exhibitors as well as ongoing Study Halls which featured a number of interesting presentations.

I thoroughly enjoyed this educational experience and would highly recommend this type of conference to any trustee.
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Lola Major, Trustee

RE: Policy Advisory Committee – April 13, 2016

Trustee Lola Major will provide an oral report.
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Lola Major, Trustee

RE: District Student Advisory Council – April 14, 2016

Trustee Lola Major will provide an oral report.
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Tyler Demers, Trustee

RE: Facilities Committee – April 14, 2016

Minutes of the Facilities Meeting held April 14, 2016 at 12:00 noon.

In attendance: Tyler Demers (Chair), Keith Fowler, Don Lussier, and Bob McMann

The committee received a 2016 Construction Update on all the projects currently underway from Bob McMann, which is attached.

Bob provided an update on the following projects:

- Copperwood Elementary School – 26.4% complete
- Westside Middle School – Footings are started
- Wilson Middle School – 31% complete
- 2016 Modular Classrooms
  - Ecole Agnes Davidson – 2 Modulars
  - Dr. Gerald Probe – 2 Modulars
  - Fleetwood Bawden – 1 Modular
  - Mike Mountain Horse – 2 Modulars
- 2016 IMR Projects
  - Roofing – Mike Mountain Horse
  - Flooring – Lakeview and Fleetwood Bawden
  - Mechanical Upgrade – Park Meadows and Nicholas Sheran
  - Facility Upgrade – Dr. Gerald Probe and LCI
  - Electrical Upgrade – WCHS, Ecole Agnes Davidson, Fleetwood Bawden, Dr. Gerald Probe, Mike Mountain Horse, Nicholas Sheran and Park Meadows

The meeting adjourned at 1:00 p.m.

Respectfully submitted:

Tyler Demers
Trustee
MEMO

DATE:        April 11, 2016
TO:          Don Lussier
FROM:        Bob McMann,
             Manager Operations and Maintenance
RE:          2016 Construction Update

NEW CONSTRUCTION

COPPERWOOD ELEMENTARY SCHOOL – 26.4% complete
WESTSIDE MIDDLE SCHOOL – Footings started

MODERNIZATION

WILSON MIDDLE SCHOOL – 31% complete

2016 MODULAR CLASSROOM

ECOLE AGNES DAVIDSION – 2 Modulars
DR. GERALD B. PROBE – 2 Modulars
FLEETWOOD BAWDEN – 1 Modular
MIKE MOUNTAIN HORSE – 2 Modulars
2016 IMR PROJECTS

ROOFING:
MIKE MOUNTAIN HORSE – Roof Replacement

FLOORING:
LAKEVIEW ELEMENTARY – Partial Flooring Upgrade
FLEETWOOD BAWDEN – Partial Flooring Upgrade

MECHANICAL UPGRADE:
PARK MEADOWS – Mechanical Room Control Upgrade
NICHOLAS SHERAN – Control Upgrade

FACILITY UPGRADE:
DR. GERALD B. PROBE – Parking Lot Expansion
LCI – Bleacher & Basketball Backstop Upgrade

ELECTRICAL UPGRADES:
WINSTON CHURCHILL – Gym Lighting
ECOLE AGNES DAVIDSON – Gym Lighting
FLEETWOOD BAWDEN – Gym Lighting
DR. GERALD B. PROBE – Gym Lighting
MIKE MOUNTAIN HORSE – Gym Lighting
NICHOLAS SHERAN – Gym & Library Lighting
PARK MEADOWS – Gym & Library Lighting
MEMORANDUM

April 26, 2016

To: Board of Trustees

From: Lola Major and Tyler Demers, Trustees

RE: Joint Committee of City of Lethbridge and Lethbridge School Boards – April 20, 2016

Trustee Lola Major will provide a report.
MAR 04 2016

Mr. Mich Forster
Board Chair
Lethbridge School District No. 51
433 - 15 Street South
Lethbridge AB T1J 2Z5

Dear Mr. Forster,

Thank you for your letter of February 9, 2016 providing the Lethbridge School District No. 51’s input for the Municipal Government Act (MGA) Review. Municipal Affairs began this legislative review in 2012 and has included phases of research, public engagement, targeted stakeholder engagement, and policy development.

I expect to introduce a Bill this spring with our government’s amendments to update this important piece of legislation. Shortly after the Bill has been introduced, I plan to meet with key stakeholders to hear their feedback on the contents of the Bill. The Alberta School Boards Association (ASBA) will be invited to participate in this discussion as the school board representative, which is consistent with how other stakeholder groups have been engaged through this review. Following this, I will be touring the province over the summer to hear from Albertans on the proposed changes.

I have noted your comments for consideration for both the MGA and the City Charters. Should you have additional input on the MGA, I encourage you to work with the ASBA to bring it forward. I welcome those who attend the Alberta tour this summer, to share comments on the tabled Bill. Details regarding dates, locations, and registration for my tour will be posted to the MGA Review website in May. Information will be posted at http://mgareview.alberta.ca/.

Additionally, I thank you for your comments on City Charters. City Charters are being developed with the cities of Calgary and Edmonton to meet their unique needs, and foster vibrant cities for the benefit of all Albertans. The City Charter process has broken out into a separate process from the MGA Review to allow Municipal Affairs to focus discussions on policies that should apply to all municipalities in Alberta (through the MGA), and possible different approaches for Alberta’s largest cities (through the City Charters). There will be opportunities for Albertans to provide input into the draft charters in the future.

.../2
Mr. Mich Forster

Thank you for your interest in these important initiatives.

Sincerely,

[Signature]

Hon. Danielle Larivee
Minister of Municipal Affairs

cc: Honourable Shannon Phillips, MLA, Lethbridge West
    Maria Fitzpatrick, MLA, Lethbridge East
April 5th, 2016

Lethbridge School District No. 51
433 15th Street South
Lethbridge, Alberta T1J 2Z4

Re: Policy 502.2, Sexual Orientation, Gender Expression and Gender Identity.

To the Board of Trustees, Lethbridge School District No. 51;

OUTreach Southern Alberta wants to commend you for the work you have done to create a respectful, caring, and inclusive policy for LGBTQ+ students in regards to policy 502.2 “Sexual Orientation, Gender Identity and Gender Expression”.

We support policy 502.2 in its current format and hope you will pass this policy without further changes. We also support policy 502.2 being a stand-alone policy, and thereby recognizing the unique needs of LGBTQ+ students. While it is true that all children are deserving of protection and respect, LGBTQ+ students face a substantially higher number of risks in terms of self-image and peer-to-peer interactions. As such, queer students should have a stand-alone policy to provide them with protections that can, in many ways, change these student’s lives for the better.

From research conducted at the University of British Columbia, we know that in schools with explicit anti-homophobia and anti-transphobia policies and regulations, suicidal thoughts and attempts reduce significantly not only for LGBTQ youth but also among the rest of the student population.¹ This is why OUTreach stands firmly behind this policy, and commends your work to protect all students. We look forward to being an active partner as Lethbridge School District 51 moves on to the next phase of implementing this policy.

Sincerely,

Annelies van Oers, OUTreach Southern Alberta Board President
Avery Follett, OUTreach Southern Alberta Board Member and District 51 Student
Tiff Semach, OUTreach Southern Alberta Board Member and Former District 51 Student