1. Approval of Agenda

2. Approval of Minutes
   If there are no errors or omissions in the minutes of the Regular Meeting of April 25, 2017 it is recommended that the minutes be approved by the Board and signed by the Chairman.

3. Business Arising from the Minutes

4. Presentations
   3:35 p.m. 4.1 Carey Rowntree, Jonathan Dick and Nevin Morrison  Enclosure 4.1
   4.2 Coalbanks Elementary School Presentation  Enclosure 4.2
   4.3 Early Development Instrument  Enclosure 4.3

5. Action Items
   4:05 p.m. 5.1 Approval of International Trip - WCHS  Enclosure 5.1
   5.2 Approval of International Trip - LCI  Enclosure 5.2
   5.3 Policy Review:
       Policy 203.4 Board Committees
       Policy 203.4.1 Standing Committees
       Policy 203.5 Special (Ad Hoc) Committees
       Policy 203.6 Joint Committees
       Policy 203.6.3 Board Representatives

6. District Highlights
   6.1 Director of Finance, Christine Lee, recognition Fellow Certified School Business Official (FCSBO)  Enclosure 6.1

7. Information Items
   4:55p.m. 7.1 Board Chair Report
       7.1.1 Edwin Parr Zone 6 Award  Enclosure 7.1.1
       7.1.2 Public Presentation of the Budget  Enclosure 7.1.2
5:00 p.m. 7.2 Superintendent Report
7.2.1 School Liaisons for 2017-18 Enclosure 7.2.1
7.2.2 Donations and Support 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 Enrolment Summary, April 30, 2017 Enclosure 7.2.5
7.2.6 Calendar of Events Enclosure 7.2.6

8. Reports
5:10 p.m. 8.1 Community Engagement Committee – April 27, 2017 Enclosure 8.1
8.2 District School Council – May 1, 2017 Enclosure 8.2
8.3 ATA Local 41 Council – May 3, 2017 Enclosure 8.3
8.4 District Student Advisory Council – May 4, 2017 Enclosure 8.4
8.5 ASBA Zone 6 – May 10, 2017 Enclosure 8.5
8.6 Chamber of Commerce Business Education Committee Enclosure 8.6

9. Correspondence - Received
5:20 p.m. None at this time.

10. Correspondence - Sent
5:25 p.m. None at this time.

5:30 p.m. Adjournment

IN ATTENDANCE:

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

Administrators: Cheryl Gilmore; Morag Asquith; Don Lussier; Sharon Mezei; Michelle Loxton (Recorder)

The Chair called the meeting to order at 3:30 p.m.

1. Approval of Agenda
   Trustee Keith Fowler moved:
   
   Addition: 5.3 Superintendent Evaluation Report
   “that the agenda be approved as amended.”
   
   CARRIED UNANIMOUSLY

2. Approval of Minutes of the Regular Meeting
   Trustee Jan Foster moved:
   “that the minutes of the Regular Meeting of March 28, 2017 be approved and signed by the Chair.”
   
   CARRIED UNANIMOUSLY

3. Business Arising from the Minutes
   There was no business arising from the previous minutes.

4. Presentations
   4.1 3A Girls Provincial Wrestling Champion
   LCI won the 3A Girls Provincial Wrestling Championship. Maren Evanson was in attendance along with coach Al Hansen. The Board congratulated Maren on her victory with a certificate. Superintendent Cheryl Gilmore also congratulated Maren as she will be recognized on April 28 as a Duke of Edinburgh Award winner.

   4.2 Healthy Schools
   Wes Spring, Lethbridge School District Healthy Schools Secondary Coordinator, was in attendance and provided a presentation to the Board of Trustees and Executive Council. The presentation highlighted the high school Healthy Schools initiative.
5. **Action Items**

5.1 **Revision of February 28, 2017 Meeting Minutes**

Revision of the minutes of the February 28, 2017 meeting. Currently, the minutes under 5.1 Policy Review state the following: “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.” Eight policies follow this statement that required action. One of the policies, Policy 301.3 Evaluation Process for the Superintendent, did not go to the Policy Committee nor was it circulated. The minutes should be revised to read: “With the exception of Policy 301.3,” …… same as stated above.

Trustee Donna Hunt moved:
“that the Board move to correct the minutes of February 28, 2017 with the addition of “With the exception of Policy 301.3” preceding the minutes statement under 5.1 “The policies listed below were reviewed by the Policy Advisory Committee”.

CARRIED UNANIMOUSLY

5.2 **Policy Review**

The policies listed below were presented to the Board by District Principal, Teresa Loewen on behalf of the District Policy Advisory Committee.

<table>
<thead>
<tr>
<th>Policy #</th>
<th>Policy Name</th>
<th>Action</th>
</tr>
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<tbody>
<tr>
<td>100.1</td>
<td>Foundational Statements</td>
<td>2nd reading</td>
</tr>
<tr>
<td>100.2</td>
<td>School District Logo</td>
<td>Removal</td>
</tr>
<tr>
<td>100.3</td>
<td>School District Motto</td>
<td>Removal</td>
</tr>
<tr>
<td>100.4</td>
<td>Vision Statement</td>
<td>Removal</td>
</tr>
<tr>
<td>201</td>
<td>Guiding Principals</td>
<td>Removal</td>
</tr>
</tbody>
</table>

Trustee Lola Major moved:
“that the Board approve 2nd Reading of Policy 100.1 Foundational Statements as presented.”

CARRIED UNANIMOUSLY

Trustee Lola Major moved:
“that the Board approve 3rd and Final Reading of Policy 100.1 Foundational Statements as presented.”

CARRIED UNANIMOUSLY
Trustee Lola Major moved:  
“that the Board approve the removal of Policy 100.2 School District Logo as presented.”  
CARRIED UNANIMOUSLY

Trustee Lola Major moved:  
“that the Board approve the removal of Policy 100.3 School District Motto as presented.”  
CARRIED UNANIMOUSLY

Trustee Lola Major moved:  
“that the Board approve the removal of Policy 100.4 Vision Statement as presented.”  
CARRIED UNANIMOUSLY

Trustee Lola Major moved:  
“that the Board approve the removal of Policy 201 School Guiding Principles as presented.”  
CARRIED UNANIMOUSLY

5.3 Superintendent Evaluation Report  
Trustee Don Lacey moved:  
“that the Board accept the 2016 – 2017 Summative Evaluation Report for Superintendent Cheryl Gilmore and to commend Dr. Gilmore for her superlative performance as Superintendent of Schools for Lethbridge School District No. 51 over the past four years.”  
CARRIED UNANIMOUSLY

6. District Highlights  
- Jan Foster attended the Dare To Care Gala on April 11, 2017  
- Lola Major and Don Lacey attended the Dual Credit Presentation at the U of L

Public Forum

7. Information Items  
7.1 Board Chair Report  
7.1.1 Art’s Alive and Well in Schools  
The 40th year of the Art’s Alive and Well in Schools student art exhibition will run from Sunday, May 7 to Sunday, June 11, 2017.

District staff member Kathy Knelsen 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 7, 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.

The Board extended their appreciation to Kathy Knelsen for her efforts in coordinating this celebration of student art in Lethbridge.

7.1.2 Breakfast with the Board – May 2, 2017 – Dr. Probe

Breakfast with the Board has been scheduled at the Dr. Probe on Tuesday, May 2, 2017 from 7:45 a.m. – 8:15 a.m. Following the breakfast, Principal Heather Hadford will provide a tour of the school for trustees.

Correspondence received: PSBAA conference, Friday, June 2 to 4, 2017 in Red Deer (prior to ASBA SGM) – open for Trustees to attend.

7.1.3 Preliminary 2017/18 Budget Presentation

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 23, 2017 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, 2017.

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

7.2 Superintendent Report

7.2.1 Snacks with the Superintendents – May 3, 2017 – Park Meadows
All the staff of Park Meadows have been invited to have Snacks with the Superintendents on Wednesday, May 3, 2017 beginning at 7:45 a.m.

7.2.2 Education Week – May 1 – 7, 2017

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

The theme of this year’s Education Week is “Learning is a Journey.”

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. Learning is expressed in a variety of ways, including representations created by students. One way students express thinking and their humanity is through representation. Creative thinking is highlighted as a core competency in the developing Alberta K-12 curriculum 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 1, 2017. 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.

The Board will send apples to each district location for staff to enjoy.

7.2.3 Board Priorities Report

Superintendent Cheryl Gilmore provided the Board with a report on the progress in Board priority areas.
7.2.4 Acknowledgements of Excellence

Maren Evenson, LCI student, will be recognized April 28 as a Duke of Edinburgh Award winner. To qualify Evenson undertook a four-day horseback journey through the Rockies and visited several overseas nations to learn more about different culture. The Duke of Edinburgh Awards program is dedicated to motivating young people “to become well-rounded citizens equipped with invaluable life skills by exploring their potential, taking on new challenges, giving back to their communities and achieving success.”

The Canadian Ski Patrol recognised Churchill teachers Jonathan Dick, Nevin Morrison and Carey Rowntree for their lifesaving efforts responding to a student in cardiac arrest while at school in December. Carey accepted the recognition on behalf of the group at the Canadian Ski Patrol National Leadership Conference held at Big White Resort, BC March 31. The student has since returned to school on a full time basis following care and interventions at the Calgary Children’s Hospital following the event.

Churchill again hosted a “Parent Information Night for Skill Development” on April 12, bringing 20 agencies and services together to share with local families. The goal of the evening is to provide parents an opportunity to learn about resources, agencies and community services for students with disabilities transitioning to adulthood. Staff members Melissa Hooper, Dianne Mandel, Leanne Turner and Cassandra Allred hosted the evening.

Royal Canadian Legion General Stewart Branch #4 Poster and Literacy Contest in the Junior Black and White Poster division winners from Gilbert Paterson Middle School are 1st place Kaila Bergstrom (Grade 6) and 2nd place Anam Amor (Grade 6). Award presentation will take place in May.

Park Meadows School families donated $700 to the Make a Wish Foundation at the Annual Talent Show. Funds will go towards helping a child receive their wish.

Eva LeBlanc, teacher at Chinook High School, was named a top 40 under 40 recipient in Lethbridge.

Chinook High School students who play on the Lethbridge Hurricanes and are electrifying the city as they make a playoff run.

District students who were on the Pee Wee AA Red Lethbridge Hurricanes who captured the SCAHL South Zone Championship, winning both the league and playoff series are: Carter Cook, Zachary Rajcic, Jacob Sargent, Rick Petrone, Erick Roest, Malachai Peigan, Corbin Roberts, Kesler Fyfe, Marshall Finnie, Layne Loomer, Morgan Davidson, and Head Coach is Peter Rajcic (teacher at GS Lakie).

District students on the Tier 1 Atom Red Lethbridge Hurricanes captured the CAHL league and playoff series are: Brenner Fyfe, Zane Rajcic, Carter Dersch, Caleb Kornelsen, Cole Clymer, Riley Hillaby, Cameron Hillaby, Brett Moch, Bowen Weaver, Owen Brees, and Head Coach is Brad Dersch (Vice Principal at Wilson).
District students who received recognition at the Kiwanis Festival:

<table>
<thead>
<tr>
<th>Aaron Pan</th>
<th>Emily Huynh</th>
<th>Mina Akbary</th>
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<tbody>
<tr>
<td>Ailene McMahon</td>
<td>Eve Kendrick</td>
<td>Mirabel Valgardson</td>
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<td>Alayna Mcneil</td>
<td>Gabriel Conrad</td>
<td>Mitchell Conrad</td>
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<td>Alea Blankenstyn</td>
<td>Grace Bridge</td>
<td>Mitchell Murphy</td>
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<td>Alex Ash</td>
<td>Graeme Strong</td>
<td>Naomi Boora</td>
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<td>Alex Leavitt</td>
<td>Hallie Goth</td>
<td>Nimaya DeSilva</td>
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<td>Alice Zhang</td>
<td>Harper Nelson</td>
<td>Olivia Earl</td>
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<td>Allison Leam</td>
<td>Hayden Hagel</td>
<td>Olivia Gook</td>
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<td>Amy Quan</td>
<td>Henry Bain</td>
<td>Paige Hill</td>
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<tr>
<td>Andy Sun</td>
<td>Isabelle Low</td>
<td>Quinn Rasmussen</td>
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<td>Anna Jeong</td>
<td>Isabelle Robinson</td>
<td>Reid Goth</td>
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<td>Anemarie Hodgkinson</td>
<td>Isla Stanford</td>
<td>Reuben Peters</td>
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<td>Apollo Hess</td>
<td>Isla Strong</td>
<td>Rhiannon Kooy</td>
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<td>Arman Bidarian</td>
<td>Jackson Lowe</td>
<td>Robbie Conrad</td>
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<td>Ashley Na</td>
<td>Jade Belisle</td>
<td>Roshan Bidarian</td>
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<td>Aspen Cook</td>
<td>Janelle Bykowsky</td>
<td>Ruby Baker</td>
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<td>Aubree Jubber</td>
<td>Jasmine Belisle</td>
<td>Ryan Jensen</td>
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<td>Autin Goth</td>
<td>Jasper Lowe</td>
<td>Sadie Baker</td>
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<td>Brendan Lynn</td>
<td>Jaxon Ririe</td>
<td>Samantha Hirlehey</td>
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<td>Briony Hodgkinson</td>
<td>Jerry Wang</td>
<td>Samuel Thompson</td>
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<td>Bridget Patrick</td>
<td>Jole Young</td>
<td>Sarah Wilkinson</td>
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<tr>
<td>Bryan Oler</td>
<td>Julia Pham</td>
<td>Selina Sun</td>
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<tr>
<td>Candice Chan</td>
<td>Kai Ichikawa</td>
<td>Shae Rasmussen</td>
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<tr>
<td>Cassidy Loman</td>
<td>Kale Higginson</td>
<td>Shannon Muhammed</td>
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<td>Cathrine Peterson-Elliott</td>
<td>Kalia Wong</td>
<td>Shayla Ghose</td>
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<td>Celine Man</td>
<td>Karen He</td>
<td>Sierenna Chang</td>
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<td>Charlie Strong</td>
<td>Kate Baker</td>
<td>Silas Klassen</td>
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<td>Chase Stankievech</td>
<td>Kathleen Wu</td>
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<td>Chloe Palsky</td>
<td>Kiara Smith</td>
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<td>Cincia Secrist</td>
<td>Kim Crowe</td>
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<td>Claire McMahon</td>
<td>Kiran Boora</td>
<td>Sophie Strong</td>
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<td>Claire Sparrow-Clarke</td>
<td>Kolton Smith</td>
<td>Steven Yang</td>
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<td>Colby Bowie</td>
<td>Kolven Cook</td>
<td>Sydney Wilkinson</td>
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<td>Connor Platz</td>
<td>Lainey Jubber</td>
<td>Syrus Muhammed</td>
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<td>Damon Van De Graaf</td>
<td>Lauren Anderson</td>
<td>Tessa Bouchier</td>
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<td>Daniel Douglas</td>
<td>Lindsay Pan</td>
<td>Tanner Hill</td>
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<td>David Oler</td>
<td>Luca Nunweiler</td>
<td>Taya Bennett</td>
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<td>Denver Jensen</td>
<td>Luke Bullock</td>
<td>Thomas Neher</td>
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<td>Devon Zubach</td>
<td>Lydia Gangur Powell</td>
<td>Tina Liu</td>
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<td>Dewuni DeSilva</td>
<td>Macintyre Stanford</td>
<td>Tracey Liu</td>
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</tbody>
</table>
Dylan Chong  Madeleine Patrick  Vildana Rekic
Eden Steed  Makayla Holthe  Wade Zhang
Eli Hironaka  Marisol Valgardson  Wenyu Chen
Elizabeth Sparrow-Clarke  Marlow Hendry  William Ash
Emi Mundell  Mataya Mikuliak  Ziqiao Chen
Emily Brittner  Maxx Hironaka  Zitong Wu
Emily Carlson  McKayla Weiss  Zosia Adelman
Emily Han  Michelle Wu

District School groups who received recognition at the Kiwanis Festival:

- Agnes Davidson Senior Choir
- Chinook Concert Band
- Chinook Gr 9 Mixed Chorus
- Chinook Concert Choir
- Chinook Women's Chamber Choir
- Chinook Jazz Band
- Dr. Probe Junior Choir
- Dr. Probe Senior Choir
- Fleetwood Bawden Childrens Choir
- Gilbert Paterson Gr 5 Select Choir
- Gilbert Paterson Gr 6 Band
- Gilbert Paterson Gr 6 Choir
- Gilbert Paterson Gr 7 Band
- Gilbert Paterson Gr 7 Choir
- Gilbert Paterson Handbells
- Gilbert Paterson Middle School Gr 8 Choir
- Gilbert Paterson Stage Band
- Immanuel Christian High School Choir
- Immanuel Christian High School Gr 7-9 Choir
- Immanuel Christian High School Gr 8 Band
- Lethbridge Christian Gr 5 Handbells
- Lethbridge Christian Gr 6 Band
- Lethbridge Christian Gr 6/7 Handbells
- Lethbridge Christian Gr 7/8 Handbells
- Mike Mountain Horse Junior Choir
- Mike Mountain Horse Senior Choir
- Nicholas Sheran Junior Choir
- Nicholas Sheran Ringers
- Nicholas Sheran Senior Choir
- WCHS Women’s Choir
- Wilson Gr 6 Band

7.2.5 Donations and Support

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 is a donation received by the District.

- **Kiwanis Club Green Acres** made a donation of $25,000 to Park Meadows School playground project Piece by Piece Campaign

7.2.6 **Enrolment Summary, March 31, 2017**
Superintendent Cheryl Gilmore shared the enrolment summary for the District schools, broken down by grade, as of March 31, 2017.

7.2.7 **Calendar of Events**
The Calendar of Events was reviewed for the period of April 26, 2017 to May 23, 2017.

8. **Reports**
8.1 **Poverty Intervention Committee – March 30, 2017**
Trustee Jan Foster provided a written report on the Poverty Intervention Committee meeting held March 30, 2017.

8.2 **District School Council – April 3, 2017**
Trustees Keith Fowler provided a written report on the District School Council meeting held on April 3, 2017.

8.3 **Healthy Schools Committee – April 4, 2017**
Trustee Donna Hunt provided a written report on the Healthy Schools Committee meeting held on April 4, 2017.

8.4 **Policy Advisory Committee – April 5, 2017**
Trustee Lola Major provided an oral report on the Policy Advisory Committee meeting held on April 5, 2017.

9. **Correspondence – Received**
9.1 Lethbridge Police Service – Invitation to the 2017 Lethbridge Police Ball on Saturday, May 27.

10. **Correspondence - Sent**
    None at this time
11. **Adjournment**
   Trustee Keith Fowler moved:
   “that the meeting be adjourned at 4:44 p.m.”
   
   **CARRIED UNANIMOUSLY**

   ___________________________     _______________________
   Mich Forster,                                 Don Lussier,
   Chair                                             Associate Superintendent
   
   Business Affairs
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

Re: Appreciation of staff

Background
Winston Churchill High School Principal Carey Rowntree along with teachers Jonathan Dick and Nevin Morrison were recognized by the Canadian Ski Patrol for their lifesaving efforts responding to a student in cardiac arrest while at school in December 2016.

Recommendation
The Board congratulate and show their appreciation to Carey, Jonathan and Nevin at the Board meeting recognizing their significant lifesaving efforts.

Respectfully submitted,

Cheryl Gilmore
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Cheryl Gilmore
    Superintendent of Schools

Re: Coalbanks Elementary School Presentation

Background
Principal Joey Gentile has been working tirelessly in the preparation of Coalbanks Elementary School for September opening. Staff are designated, furniture, supplies, and instructional materials ordered and being received, and two school community meetings hosted. Mr. Gentile will provide an update on the progress of the school to date.

Recommendation
That the Board receive Mr. Gentile’s presentation information.

Respectfully submitted,

Cheryl Gilmore
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Morag Asquith
    Associate Superintendent, Instructional Services

Re: Early Development Instrument

Background
The Early Development Instrument (EDI) was again collected from kindergarten teachers from across the province in the spring of 2016. The results from this data collection have been forwarded to school districts, with community data set for release in the fall of 2017. Isabelle Plomp will share our school district results and compare them to previous EDI data from 2011 and 2012.

This information was shared with the Administrators and Early Educators recently as it informs and guides our practices in Early Education and beyond.

Recommendation
That the Board receive this report as information.

Respectfully submitted,

Morag Asquith
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Morag Asquith,
     Associate Superintendent, Division of Instructional Services

Re: Approval of International Trip

Background
Winston Churchill High School is requesting permission to take a group of students on a Senior Varsity Boys Basketball Team playing tour in Cuba from January 1 to January 8, 2018. Information regarding the educational benefits of the trip and the proposed itinerary are attached. The estimated cost per student is $2,250.00. Fundraising opportunities will be available to students to offset the cost of the trip.

Recommendation
That the Senior Varsity Boys Basketball Team request to go to Cuba from January 1 returning January 8, 2018 be approved, on the condition that all district policies and procedures are strictly followed.

Respectfully submitted,

Morag Asquith
Request for Board Approval of an International Trip:

SV Boys Basketball Team
Cuba
Jan.01-2018 to Jan.08-2018

We are thrilled to be offering an incredible educational experience to the student-athletes of Winston Churchill High School. The Bulldogs Basketball Team at Winston Churchill High School is organizing a tour of Cuba that will occur at the end of the Christmas break of 2017-18.

During the 8-day tour students will play four (4) games against experienced Cuban high school and college aged athletes. This tour will enhance our students’ abilities and expose them to a higher level of competition as well as act as a cultural experience breaking language barriers to through sport.

To maximize the learning experience, the tour is also organizing visits to Old Towne Havana (UNESCO World Heritage Site), the Vinales Valley and Pinar del Rio. More importantly the student-athletes will be challenged quite regularly as each evening the hotel hosts cultural dance and music lessons.

The itinerary has been set through our consultation with the Canada Cuba Sports & Cultural Festivals. Canada Cuba has organized/lead tours for other programs in District 51 including (most recently) Chinook High School Boys Volleyball and the WCHS Boys Basketball team in 2000.

There are significant costs that go along with a tour of this magnitude. A payment schedule is included with the itinerary (attached). We will be coordinating a basic fundraising effort through the school via corporate sponsorships and a letter writing campaign. Students are also able to access funds through our grocery coupon fundraiser.

Thank you for your time. We look forward to hearing your decision soon.

Sincerely,

Kevin McBeath
PAYMENT DATES: To allow us to schedule your visit and begin to make the necessary arrangements with the various Cuban institutions involved, and reserve the air plane seats and hotel rooms, a deposit of $300 per person is required by **May 31, 2017** (without deposits no air seats or hotel rooms are being held and we can only guarantee the quoted price until this date). A second deposit of $500 per person will be due on September 30, 2017. Final payment is due 60 days prior to departure. Total cost is $2250.00 per person.

ITINERARY

**JAN 01: Canada to Havana.** On arrival in Cuba we will be met by our hosts at the airport and transferred to our hotel in Havana for check-in. Dinner at the hotel. Meeting with your translator/guide to review plans for the week.

**JAN 02:** After breakfast travel to the sports facility for a joint training session and scrimmage with Cuban coaches and athletes. After the scrimmage Canadian and Cuban coaches will discuss the skills development program for the week. Lunch at the hotel. In the afternoon we visit Old Town Havana, Spain’s gateway to the conquest of Latin America. Havana, founded in 1519, became the capital of Cuba in 1553 and in 1982 UNESCO declared Old Havana a World Heritage Site, where 144 buildings from the 16th and 17th centuries are preserved. Our guide will lead a walking tour of the Old City. We then travel by air-conditioned coach to the harbour entrance to visit the **Parque Historico del Morro** and see fortifications built in the 17th century to guard the city from attack by pirates. Dinner at the hotel. This evening dance to popular Cuban music at the hotel and receive informal Salsa dance classes.

**JAN 03:** After breakfast return to the sports facility for a joint training session with Cuban coaches and athletes. Later play game 1 against the Cuban team. Lunch at the hotel. The afternoon will be spent at the beach to enjoy the sun, white sand and turquoise Caribbean Sea (but not a foot in the ocean!). Dinner at the hotel. Attend evening show at the hotel.

**JAN 04:** After breakfast return to the sports facility for a joint training session with Cuban coaches and athletes. Later play Game 2 against the Cuban team. Lunch at the hotel. The afternoon will be spent involved in more sports. Dinner at the hotel. This evening attend a presentation of Afro-Cuban music and dance at the hotel.

**JAN 05:** After breakfast return for a joint training session with Cuban coaches and athletes. Later play game 3 against the Cuban team, or a mixed game with Canadians and Cubans on the same team. Lunch at the hotel. This afternoon we will visit shopping areas in the city including the artisans market and a collection of boutiques housed in a restored 18th century colonial palace. Dinner at the hotel. This evening dance to popular Cuban music at the hotel and receive informal Salsa dance classes.

**JAN 06:** After breakfast return to the sports facility for a joint training session with Cuban coaches and athletes. Later play game 4. Today you may choose to invite the Cuban athletes and coaches to join you for lunch followed by a social interchange. Dinner at the hotel. Attend evening performance(s) by Cuban musicians at the hotel.

**JAN 07:** The morning will be spent at beautiful Santa Maria beach. Lunch at the hotel. This afternoon you have the option of visiting a local community centre that provides assistance to low income families and do some humanitarian work, and if you wish, your group can present a donation to the community centre kids (goods, not money). Dinner at the hotel. Evening free to enjoy Havana’s nightlife.

**JAN 08: Cuba to Canada.** Breakfast. Check out. Time permitting other points of interest may be visited en route to the airport before check-in for the return flight.
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Morag Asquith,
Associate Superintendent, Instructional Services

Re: Approval of International Trip

Background
Lethbridge Collegiate High School is requesting permission to take a group of students on a Boys Football Team playing tour in Spokane, Washington from September 7 to September 9, 2017. Information regarding the educational benefits of the trip and the proposed itinerary are attached. The estimated cost per student is included in their annual fee of $500.00. Fundraising opportunities will be available to students to offset the cost of the trip.

Recommendation
That the LCI Rams Football Team request to go to Spokane, Washington from September 7 returning September 9, 2017 be approved, on the condition that all district policies and procedures are strictly followed.

Respectfully submitted,

Morag Asquith
The LCI Ram football would like to travel to Spokane, Washington during the 2017 football season. The trip to the US provide our players with a unique opportunity for education. These trips promote team building and cooperation. Long bus rides with teammates bring teams together. Football in the US is culturally very significant, and the boys are able to experience some of the culture, and tradition of high school football in the US. All football games provide student athletes with the opportunity to grow as leaders. We look forward to giving our students these opportunities in the fall.

We will use Carefree Express for our transportation on both trips.

The trip will be included in our football fee which is annually $500.00. Students unable to pay are set up with our parent committee (RAMPAC) do work on fundraisers.

Darren Majeran
Itinerary for LCI Rams Football Trip to Spokane, Washington-Sept. 7-9, 2017

September 17th
6:45am- Board bus at LCI with all equipment, first aid, and passports
7:00am-Depart from LCI
10:30am-Arrive in Cranbrook, BC
   -Eat light lunch at restaurant of choice
11:30pm-Board bus to Athol, Idaho
2:00pm-Practice
3:30pm-Depart to Silverwood
9:00pm-Return to hotel.

September 8th
9:00am-Depart to Spokane
10:30am-Free time/Shop
12:30-Lunch
2:00-Game day walk through
3:00-Pre game
7:00-Play Football Game

September 9th
9am- Play JV Game
11am-Travel to Pullman Washington
1:00pm-Watch Washington State vs Boise State
4:30pm- Depart to Lethbridge

***All players must bring the following
-Their own toiletries
-Sleeping bag
-Pillow
-Clothes for Friday and Saturday.
- Greens and Greys
- Money for meal in Cranbrook
- Money for lunch and supper on Saturday
- Money to get in to Silverwood on Saturday
- Snacks for the bus
MEMORANDUM

May 23, 2017

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 sections which were held over from previous years.
• Assist in the orientation of new members to the policy development process.

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>
<tr>
<th>Policy #</th>
<th>Policy Name</th>
<th>Action</th>
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<tbody>
<tr>
<td>203.4</td>
<td>Board Committees</td>
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<tr>
<td>203.4.1</td>
<td>Standing Committees</td>
<td>Amended</td>
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<td>203.5</td>
<td>Special (Ad Hoc) Committees</td>
<td>Amended</td>
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<td>203.6</td>
<td>Joint Committees</td>
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<td>203.6.3</td>
<td>Board Representatives</td>
<td>Amended</td>
</tr>
</tbody>
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Respectfully submitted,

Cheryl Gilmore
203.4 Board Committees

Policy

The Board has the authority, under the School Act, to establish committees and to participate in joint committees established through agreement with other persons or organizations. The committees serve two major functions:

- Advisory: as a source of information and/or advice.
- Operational: to carry out specific duties and/or responsibilities.

The function of each committee and the extent of its authority will be clearly defined through written Terms of Reference that are approved annually by the Board. The Board, therefore, directs that committees of the Board and joint committees established through agreement with other persons or organizations be structured and operate in accordance with the following regulations.

The Board expects that all committees shall carry out their responsibilities in a manner, which is consistent with the goals, objectives, and principles of the school district.

Regulations

1. Committees of the Board shall be of three types:
   1.1 A "standing" committee is an ongoing committee of the Board and shall continue in force until terminated by Board motion.
   1.2 An "Ad hoc" (Special) committee is a short term committee of the Board which is limited in purpose and shall have a clearly defined life span.
   1.3 A "sub-committee" is a work unit that reports to a standing committee.

2. All Board committees shall be chaired by a Trustee.

3. Committees of the Board shall be established by Board motion.
   3.1 The motion shall specify the terms of reference to include:
       3.1.1 the name and type of the committee,
       3.1.2 the mandate of the committee,
       3.1.3 the membership of the committee,
       3.1.4 the term of the committee (if ad hoc),
       3.1.5 the required resources (financial and/or staff), honorarium and subsistence (if any) to be paid to members of the committee,
       3.1.6 the annual objectives of the committee and
       3.1.7 the reporting, review and evaluation dates and processes for the committee.
203.4 Board Committees ...

4. Board committee budgets shall be included in the Governance and Administration section of the District budget.

5. Joint Committees shall be established through written agreement pursuant to Policy 203.6 Joint Committees.
   
   5.1 The agreement shall define the purpose, structure, term (where appropriate), of the committee, the number of school district representatives, the Honorarium/subistence (if any) to be paid to committee members, and costs (if any) which will be the responsibility of the school district.

6. Appointments to committees shall be by Board motion.

   6.1 Appointments shall normally be made at the Organizational meeting.

   6.2 Trustees shall be asked to volunteer for Committees committees upon which they wish to serve.

   6.3 Responsibility for polling Trustees as to Committee committee preferences shall rest with the Vice Chair.

   6.4 In the absence of a Vice Chair, the Secretary-Treasurer/Associate Superintendent, Business Affairs shall be responsible for polling Trustees.

   6.5 Persons appointed to committees by the Board shall serve at the pleasure of the Board.

7. Each Committee committee of the Board shall be responsible for determining its meeting procedures.

8. The Chair of the Board shall be a non-voting ex-officio member of all Committees committees of the Board.

9. Committee meetings shall not be public meetings.

   9.1 A committee may agree to meet in public session or hold a public meeting.

   9.2 Trustees, except where excluded by motion of the Board, may attend all meetings of Committees-committees of the Board.

10. A report shall be prepared for all Committee committee meetings.

   10.1 A copy of the report for each Committee committee meeting shall be filed with the Secretary-Treasurer/Associate Superintendent, Business Affairs.

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

References

Alberta School Act: Sections 60, 61, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75

District Policies: 203.4.1 Standing Committees, 203.5 Special (Ad Hoc) Committees, 203.6 Joint Committees, 203.6.3 Board Representatives

Committee Report Form
203.4.1 Standing Committees

Policy

In accordance with the School Act, the Board establishes committees and authorizes such committees. “to do any act or thing or exercise any act or power that the board may or is required to do.” The Board believes that the work of certain committees of the Board is on-going and that such committees should be permanently in existence. The Board, therefore, approves the establishment of the following “standing” committees of the Board:

- Facilities Committee
- Policy Advisory Committee
- Board Budget Committee
- Poverty Intervention Committee
- Spirit of 51 Committee
- Superintendent Evaluation Committee
- Board Audit Committee
- Healthy Schools Committee
- Community Engagement Committee

In accordance with the School Act, the Board authorizes the above committees to make decisions on behalf of the Board.

Regulations

1. The Board expects that committee decisions will be made in a manner that is consistent with their Terms of Reference as approved annually by the Board at its organizational meeting. Each committee shall follow the mandate as established by the Board.

2. Board representation on Standing Committees shall be in accordance with each committee’s terms of reference mandate, illustrated in Exhibit 203.4.A.

3. The Board may, by resolution, establish additional standing committees or disband an existing standing committee.

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

References

Alberta School Act: Sections 60, 61, 63, 64, 65, 66, 68, 69, 70, 71, 72, 73, 74, 75

District Policies: 203.4 Board Committees, 203.5 Special (Ad Hoc) Committees, 203.6 Joint Committees, 203.6.3 Board Representatives
203.5  **Special (Ad Hoc) Committees**

**Policy**

The School Act authorizes the Board to establish committees and authorize such committees “to do any act or thing or exercise any act or power that the board may or is required to do.” The Board understands that the work of certain committees of the Board is task specific and generally short term in nature and that such committees should cease to function when their assigned task has been completed. The Board, therefore, approves establishment of “special (ad hoc)” committees of the Board to carry out specific functions.  **All such committees shall be established by Board resolution.**

In accordance with the School Act, the Board authorizes special (ad hoc) committees to make decisions on behalf of the Board.

The Board expects these special committees to meet as required and to carry out their assigned duties/responsibilities in a manner that is consistent with the goals, objectives and principles of the school district.

**Regulations**

1. Special (ad hoc) committees shall be established **by Board resolution**, as the need arises.
2. Special (ad hoc) committees shall have a specific mandate and/or term.
   2.1 Special committees shall cease to exist when their mandate/term is completed.
   2.2 The mandate/term of a special committee may be adjusted by Board resolution.
   2.2.3 The Board expects that committee decisions will be made in a manner that is consistent with their mandate.
3. The need for the following special **(ad hoc)** committees is recognized as recurring:
   3.1 ATA Negotiating Committee
   3.2 CUPE 290 Negotiating Committee
   3.3 CUPE 2843 Negotiating Committee
   3.4 Non Union Staff Committee
   3.5 Expulsion Committee
4. The Secretary-Treasurer/Associate Superintendent, Business Affairs shall maintain a list of all current special **(ad hoc)** committees of the Board.

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

**References**

Alberta School Act: Sections 66, 68, 70, 71, 72, 73, 74
District Policies:

203.4 Board Committees, 203.4.1 Standing Committees, 203.6 Joint Committees, 203.6.3 Board Representatives

200 – Board of Trustees
203.6 Joint Committees

Policy

The Board has the authority, under the School Act, to enter into agreements with other parties and pursuant to such agreements, appoint Trustees to joint committees. The Board recognizes that joint committees can serve a useful co-ordination and liaison function. The Board, therefore, authorizes:

- the appointment of Trustees to joint committees which have been established through written agreement with other parties, and
- the establishment, through written agreement, of such other joint committees as may be necessary.

The Board expects joint committees to carry out their duties and responsibilities in accordance with the School Act and the terms of the agreement.

Regulations

1. Joint committees shall be established through written agreement which shall define:
   1.1 the purpose of the committee,
   1.2 structure of the committee,
   1.3 term (where appropriate) of the committee,
   1.4 the number of school district representatives, and
   1.5 the honorarium and expenses (if any) to be paid to committee members.

2. Appointees to joint committees may be Trustees or District members of the staff.

   2.1 Appointees shall normally be by Board resolution at the Organizational Meeting.

   2.1.2 The Board expects its appointees to carry out their duties and responsibilities in accordance with the School Act and the terms of the agreement.

3. The Secretary-Treasurer/Associate Superintendent, Business Affairs shall maintain a list of all joint committees to which the Board is entitled to appoint representatives.

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

References

- Alberta School Act: Sections 66, 68, 70, 71, 72, 73, 74
- District Policies: 203.4 Board Committees, 203.4.1 Standing Committees, 203.5 Special (Ad Hoc) Committees, 203.6.3 Board Representatives
203.6.3 Board Representatives

Policy

The Board, by virtue of its roles and responsibilities, is from time to time invited to send representatives to meetings, functions or activities sponsored by other organizations. The Board recognizes that it is important to have representation at meetings, functions or activities that are associated with the provision of public education. The Board therefore authorizes the naming of persons to represent the Board at meetings, functions or activities where such representation is deemed necessary or desirable.

The Board expects named representatives to fairly and accurately represent the views of the Board and conduct themselves in a manner that reflects positively upon the Board and District.

Regulations

1. Responsibility for determining the necessity/desirability of appointing a representative and for naming the representative shall rest with the Board, except in emergent cases when the Chair may designate a representative to attend a single meeting, function, or activity:
   1.1 the Board where the representation is on-going or event specific,
   1.2 the Chair of the Board where emergent representation is requested to a single meeting, function or activity,
   1.3 the Board where the representation will be on-going.

2. The Board expects named representatives to fairly and accurately represent the views of the Board and conduct themselves in a manner that reflects positively upon the Board and District.
   2.1 The Board delegates to the Chair of the Board the authority to develop the procedures necessary to implement this policy.

References

Alberta School Act: Sections 66, 68, 70, 71, 72, 73, 74
District Policies: 203.4 Board Committees, 203.4.1 Standing Committees, 203.5 Special (Ad Hoc) Committees, 203.6 Joint Committees
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Mich Forster
    Board Chair

RE: District Highlights – Christine Lee recognition for Fellow Certified School Business Official (FCSBO)

Background
Christine Lee, Director of Finance, was recently awarded the prestigious Fellow Certified School Business Official (FCSBO) designation by the Alberta School Business Officials Association. As delineated in the attached letter, this designation recognizes members who:

• Have contributed outstanding service in the practice of school business administration
• Have shown excellence in their leadership in school business management
• Have brought distinction to the profession and is a role model to others.

Recommendation
It is recommended that the Board receive this report as information and congratulate Christine Lee on this outstanding achievement.

Respectfully submitted,
Mich Forster
April 25, 2017

Cheryl Gilmore, Superintendent
Lethbridge School District 51
433 – 15 Street South
Lethbridge, AB T1J 2Z5

Dear Mrs. Gilmore:

It is with great pleasure and respect, I share the news that Christine Lee, CSBO, has received the prestigious Fellow Certified School Business Official designation of “FCSBO”. Christine was recently recognized by her colleagues and presented with the award at the Association of School Business Officials of Alberta (ASBOA) Annual Conference, during the Awards Banquet held on Tuesday, April 25th, 2017.

The Fellow Certified School Business Official (FCSBO) designation is recognition of certified members who

- Have contributed outstanding service in the practice of school business administration; and
- Have shown excellence in their leadership in school business management; and
- Have brought distinction to the profession and is a role model to others.

Christine Lee demonstrates the above qualities and more. During her 18 years as a member of ASBOA, Christine has been an active participant, serving on committees, taking a leadership role on the provincial executive, including a term as President, presenting, and working tirelessly on numerous stakeholder and government initiatives. Christine has been extremely active in ASBO International, our affiliate organization, serving on the Certification Commission since its inception. Christine was recently recognized by ASBO International as a recipient of the Eagle Award for her contributions to her school district, her provincial association, her international work, including her community involvement.

Christine is a valued member of ASBOA and we are proud to recognize her with the FCSBC designation. She is dedicated to her profession and encourages others in the association to get involved.

We hope that you will share this news with your board and other staff in your district. It is people like Christine, and the work that she and others do, that contribute to the ongoing improvement of the Alberta education system, allowing children to reach and exceed their potential, as they become engaged citizens of tomorrow.

Sincerely,

Susan Lang
Executive Director

CC: Mich Forster, Chair;
Don Lussier, Associate Superintendent, Business Affairs
Christine Lee, FCSBO, Director of Finance
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Mich Forster
      Board Chair

RE: Edwin Parr Zone 6 Award

Background
On an annual basis, each school jurisdiction is invited to submit the name of one first year teacher as its nomination for the Edwin Parr Award, which is sponsored by the Alberta School Boards Association. Mike Mountain Horse School teacher Brittney Petkau was the District nominee for the Zone 6 banquet held May 10, 2017 in Taber.

Recommendation:
It is recommended that the Board receive this report as information and extend congratulations to Brittney for being selected as the Zone 6 winner and her exceptional address at the banquet.

It is further recommended that the Board extend its appreciation to Communications Officer Garrett Simmons for the production of an outstanding video showcasing the nominee.

Respectfully submitted,

Mich Forster
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Public Presentation of the Budget

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 23, 2017 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 on Tuesday, May 30, 2017.

The preliminary budget will be forwarded to Alberta Education, and is expected to be finalized prior to November 30th, once the official September 30th enrolment counts are confirmed.

An invitation to attend this evening presentation will be extended to staff, parents and the public by Donna Hunt, Chair of the Board Budget Committee.

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

Respectfully submitted,

Cheryl Gilmore
Superintendent
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: School Liaisons for 2017-18

<table>
<thead>
<tr>
<th>School</th>
<th>Trustee 2017-18</th>
<th>Executive Council 2017-18</th>
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<tr>
<td>Chinook</td>
<td>Keith Fowler</td>
<td>Cheryl Gilmore</td>
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<td>Coalbanks</td>
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<td>Dr. Probe</td>
<td>Mich Forster</td>
<td>Morag Asquith</td>
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<td>École Agnes Davidson</td>
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<td>Rik Jesse</td>
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<td>GS Lakie</td>
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<td>Immanuel Christian Elementary</td>
<td>Don Lacey</td>
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<td>Mike Mountain Horse</td>
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<td>Park Meadows</td>
<td>Keith Fowler</td>
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<td>Tyler Demers</td>
<td>Morag Asquith</td>
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<td>Victoria Park / LASP</td>
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<td>Wilson</td>
<td>Don Lacey</td>
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Recommendation
It is recommended that the Board receive this report as information.

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

May 23, 2017

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 are the donations and support received by the District.

Lethbridge and Southwestern Alberta Community Foundation Grants:

- $7,000 towards Handbells for Galbraith School Project
- $5,000 towards G.S. Lakie Lighting Console and Fader for Convertible Theatre
- $10,000 towards Mike Mountain Horse School Multi Sensory Room
- $10,000 towards Agnes Davidson School Multi Sensory Room Project
- $10,000 towards Lakeview School Playground Project
- $4,000 towards Fleetwood Bawden Ringing at Fleetwood Project
- $10,000 towards Winston Churchill Band Instrument & Equipment Revitalization
- $600 towards Lethbridge Collegiate Institute Students Against Drunk Driving (SADD) Awareness

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

Respectfully submitted,
Cheryl Gilmore
MEMORANDUM

May 23, 2017

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
## 2016-17 DISTRICT PRIORITIES

### REPORT TO THE BOARD: May

### PRIORITY ONE

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

**Literacy/ Numeracy (Karen, Cynthia, Morag)**

- An Elementary Comprehensive Literacy Steering committee has been created with equal membership of teachers and administrators, to review and provide direction for continuing to support student achievement through teacher professional learning and resource purchases. This committee will have its first meeting in May.
- A group of elementary administrators went with Karen Rancier to John A MacDougall School in Edmonton to learn about how this school has created a strong culture for all students' literacy success with a demographic that is comprised of largely ESL students with a high rate of transiency. The group came back excited to make a number of recommendations to the rest of our elementary administrators to further improve our students' success in literacy.
- A Secondary Math Steering Committee has been formed and has had two meetings this spring to review curriculum across grades, examine district results, and share best practices. Two areas of focus have been identified and strategies to address them are being generated: basic math facts and math vocabulary.

**Middle School Re-Visioning (Cheryl)**

- Collaborative Community meeting with middle school administrators held with follow-up meeting to plan for engaging staff and parents in the fall.

**Administrator Mentorship Program (Teresa)**

- The formal Admin mentorship program is over for this school year, although mentors and proteges continue to keep in contact for support and advice during this busy season.

**District Professional Learning and District Collaborative Communities (Karen/ Rhonda/ All)**

- Our second District Professional Learning Day was held on Monday, April 24th. Collaborative Communities met together again to assess their progress and determine plans for possible continuation into the coming year.

**Parent Education (all)**

- The May District School Council meeting featured Jackie Lever, FNMI Consultant, who highlighted the Truth and Reconciliation impact, residential school impact on parent engagement in schools, and shared some ideas for engaging FNMI parents in School Council.
- Cayley and Morag to work on a parent session on Sleep perhaps for the Spring/Fall

**Teacher Induction Support for Quality Teaching (Sharon/ Teresa)**

- School administrators gave input at the admin meeting. Their input will shape the content of the year one and two Teacher Induction Program for the 2017-2018 school year.

**Early Learning (Isabelle)**

- District 51 is embarking in a pilot of the Early Years Evaluation (EYE) with 3 kindergarten teachers. Thus far, it has been a positive venture with helpful information regarding the strengths and needs of children within their kindergarten classes using a classroom-based assessment.
- Our kindergarten numbers are now at 748 students which is approximately 148 more than we were last year at this time
- We will be operating 25 Early Education Programs to date
- The Early Development Instrument results have been released and our District as a whole scored lower than the province in vulnerability (Social Competence, Emotional Maturity, Language
and Cognitive Development and Communication Skills) other than Physical Fitness - Alberta 12.7%, Lethbridge 12.9%

**FNMI (Jackie/Morag)**

- Lethbridge School District started a collaborative process of the development of Education Service Agreements with Kainai Board of Education. Lethbridge is working with surrounding districts for consistency of service and seamless transitions of students.
- One to one team meetings have started and we have been working on fine tuning roles and responsibilities for our FNMI Liaisons providing a division focus

**Other Improvement Initiatives (all):**

**Human Resources**
Staffing is in full swing with administrative positions filled and the first round of teacher positions posted. Meetings to determine support staff allocations with each school are being completed.

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**PRIORITY TWO**

**Supporting the implementation of initiatives designed to develop innovative thinkers.**

**High School re-design (Cheryl)**

High schools continue to implement strategies as outlined in their high school re-design plans that were reviewed with Alberta Education. A workshop was held in Lethbridge on March 16th with three of our high schools participating: LCI, Chinook and WCHS.

**Engagement in provincial curriculum development (Karen)**

- The seven teachers from our District selected by Alberta Education continue to provide input in the creation of new front matter and "scopes and sequences" being developed for the six subjects (Math, Language Arts, Social Studies, Science, Wellness, Arts) in Kindergarten through grade 12.
- Three teachers from our District have been selected by Alberta Education to serve on the Focus Groups who will review the drafts of the front matter and scopes and sequences and provide feedback on them.
- On May 8, SAPDC hosted a "Validation" session for any of our teachers to participate in and 23 of them were able to take advantage of this opportunity.

**Build the capacity of teachers and administrators: technology, online learning and digital learning (Rik)**

- As the "Southern Alberta Computer Consortium" agreement is set to expire in July, the Technology Department has partnered with Business Affairs Department to post an RFI to the Alberta Purchasing Connection website to solicit bids for a new 3 year agreement. The post closes May 1st.
- The 2017 Elementary Evergreen Cycle will officially begin on April 24 starting at General Stewart. IT Coordinator Johny Mantellos will be leading this initiative. In the coming weeks the Tech Team replace over 4,000 pieces of equipment.
- Windows 10 is now available and is being deployed District wide.

**Program Development**

- On April 24, the District Technology Team hosted a second Technology Symposium focusing on CYBERA Services. Technical Support Specialists from across Southern Alberta will gather to hear presentations from CYBERA on a wide range of topics.
<table>
<thead>
<tr>
<th>PRIORITY THREE</th>
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<tr>
<td><strong>Supporting Student Diversity</strong></td>
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<tr>
<td><strong>Wellness for All program (Morag)</strong></td>
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<tr>
<td>• Mental Health awareness and illness prevention – formal instruction of the Well Aware teaching series for grades 4 – 8, Training for Wellness teams in the use of the GAIN SS Screening Tool from Alberta Health Services</td>
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<td>• Health Champion meeting happened last week, presentation on Health Curriculum, Mental Health Prevention and Intervention, Core Story (Brain research)</td>
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<tr>
<td><strong>Inclusive Education (Cynthia)</strong></td>
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<td>• Reviewing allocation of individual iPads and process for tracking of iPads</td>
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<td>• Continuing to partner with U of L to offer Trauma senior level course work for LSTs in the fall</td>
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<tr>
<td><strong>ESL(Cynthia)</strong></td>
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<td>• Working extensively with students in ESL LFS program at Wilson to provide social, emotional and behavioural supports</td>
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<td>• Collaborative Community focusing on course framework for English Language Leaners (ELL)</td>
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<td>o Build an ESL framework for Limited Formal Schooling Middle and High School</td>
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<td>o Develop Middle School ESL framework that creates general leaner outcomes for ESL Transition</td>
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<td>o Develop a High School Framework for Expository English 15, 25 and ESL Canadian Studies 15, 25</td>
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<td><strong>Healthy Lifestyles (Morag)</strong></td>
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<td>• Healthy Schools Committee met April 4th- as per Board report</td>
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<td>• Sleep as a focus and continuing to review cafeteria options</td>
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<td>• Wellness Grant- will be circulated to schools in late April so that approval will be ready for September 2017 and funds available for schools focusing on Wellness Literacy (one of these topics) Self- Regulation, Resilience (Core Story), Sensory classrooms, Outdoor Learning, Building fine/gross motor skills in students</td>
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## 2016-17 DISTRICT PRIORITIES

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

**OUTCOMES:**

1. Students achieve student learning outcomes with strong foundational skills in literacy and numeracy.
2. Teachers possess a deep understanding of pedagogy that develops literacy and numeracy.
3. Students are lifelong learners possessing the skills and attributes to successfully transition to further education, credentialing or the world of work.
4. First Nations, Metis and Inuit (FNMI) student achievement will meet or exceed provincial standards.
5. Teachers are highly skilled in all areas of the Teaching Quality Standard.
6. Effective learning and teaching is achieved through collaborative leadership and structures that build capacity to improve within and across schools.

### PRIORITY TWO: Supporting the implementation of initiatives designed to develop innovative thinkers.

**OUTCOMES:**

1. Students demonstrate the attributes of innovation, creativity and critical thinking in a process based learning environment.
2. All learners effectively use technology as creative and critical thinkers capable of accessing, sharing, and creating knowledge.
3. The education system demonstrates collaboration and engagement to further District priorities, including innovative thinking.

### PRIORITY THREE: Supporting Student Diversity

**OUTCOMES:**

1. Schools are welcoming, caring, respectful and safe learning environments.
2. Schools are inclusive learning environments.
3. Schools are learning environments that promote healthy lifestyles.
MEMORANDUM

May 23, 2017

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:

Heather Hadford was named one of the YWCA’s Women of Distinction.

Sydney Whiting (GS Lakie), Megan Miller (Chinook), Lauren Wesley (WCHS) were recognized as Leaders of Tomorrow.

Lethbridge Christian School Grade 8 students won the trip to Halifax in the My Parks Canada contest!

Jordyn White Quills, Senator Buchanan Grade 4 student, was selected for the Alberta Great Kids Award and was recognized on May 7, 2017 in Edmonton!

Arts Alive and Well in Schools Award Winners from our district are:
Art 30 2D & 3D Award of Merit (juried selections by Beta Sigma Phi Preceptor Eta Chapter):
  • Emelia Kazakawich (Victoria Park)
  • Jazmin Golia (WCHS)
Art 30 Award of Merit & Creativity:
  • Jill Burke (Chinook)
  • Tia Bunnage (Chinook)
Junior High / Middle School Award of Merit:
  • Chloe Hutchison (GS Lakie)
Curator’s Pick (independent selection made by SAAG curator):
  • Emelia Kazakawich (Victoria Park)
Participant’s Draw:
  • Sasmitha Rodrigo (Galbraith)
University of Lethbridge, Faculty of Fine Arts, Art Award of Excellence:
  • Azia Raine Burton (WCHS)
University of Lethbridge, Faculty of Fine Arts, New Media Award of Excellence:

- Rihanna Russell (Chinook)
- Grace Landry (LCI)

Southwest Regional Skills Canada Winners are:

- Jordann Neudorf (WCHS – 1st in Baking)
- Julia Reimer (Chinook – 3rd in Fashion Technology)
- Spencer Nelson (LCI – 1st in Graphic Design)
- Samantha Kolasko (Victoria Park – 3rd in Hair Intermediate)
- Erynn Greenlee (Victoria Park – 1st in Hair Junior)
- Bethany Gallup (Victoria Park – 1st in Photography)

LCI teacher Cory Hoffner was selected to receive the tools from this year’s Skills Canada Competition. Cory travelled to Edmonton to pick up the equipment for the shop class.

Phoenix Kobylka (Victoria Park – 4th in Hairstyling Intermediate) at the Southwest Regional Skills Canada.

Victoria Park students competed at the Skills Canada Provincial level: Eryn Greenlee (10th in Hairstyling Junior), Samantha Kolasko (7th in Hairstyling Intermediate), and Phoenix Kobylka (9th in Hairstyling Intermediate).

Churchill grade 12 student Arnond Avila competed in the Skills Canada Provincial competition May 10-11 in Edmonton in the Heavy Duty Mechanics category. Arnond is a RAP student working with the City of Lethbridge and has been training for the competition with a team from the Lethbridge College.

Winston Churchill presented their play What’s Going on Back There? at the Southern Alberta One Act Play Festival April 27. Twenty-four students were involved in the production with twenty-one onstage through the entire play and three working technical support.

The following Churchill students received recognitions at the Leaders of Tomorrow presentations held April 26:

- Lauren Wesley – grade 12 (Good Samaritans, Park Meadows Villa) – Volunteer Excellence Award (one of only 6 presented)
- Trinity Alles – grade 10 (Good Samaritans, Park Meadows Villa)
- Fay Blackmore – grade 12 (MAT program, Boys & Girls Club)
- Morgan Maxwell – grade 10 (Heart’s Haven Ranch)

Churchill grade 12 student-athlete Sam Lower was selected to the Football Alberta South Senior Bowl All-star team. Sam’s selection followed a weekend camp in Calgary April 22-23. The 28th Annual North-South Senior Bowl will be held at McMahon Stadium Monday, May 22.
Churchill grade 12 student **Alexis Iwaasa** won the 18 and Under Canadian Singles Junior Racquetball Championship title April 26-29 in Leamington, ON. The closest game for Alexis in the medal rounds was a 15-7 win.

Churchill grade 9 student **Jackson Lowe** won the Provincial Gymnastics Championship April 6-8 in Fort McMurray and continued on to win the Western Canadian Championships in Brandon MB April 26-29. At the Western Championships, Jackson won the All-round title for Level-4 by winning three gold, two silver and a bronze in individual apparatus competitions and helped Team Alberta to the overall team title.

Churchill grade 9 student **Luke Schmidtler** was selected to the 2017 Alberta BMX Team. The Provincial Team consists of a maximum of 16 riders, consisting of the top male and female athletes aged 13 through Junior. As a Provincial Team member, Luke will be representing Alberta at the National Championships in Calgary August 26-27.

The **Churchill Robotics** team is one of 150 Canadian Regional Finalists for the Samsung Canada “Solve for Tomorrow” 2017 Education Contest! The purpose of the program is to inspire students, improve local communities and foster Science, Technology, Engineering, and Math (STEM) education in schools. The next phase is a video competition to win up to $20 000 in Samsung technology for classrooms.

**David Fuller**, District ESL Lead Teacher, will be receiving the Medal of Merit which is awarded to one student from each degree program for excellence in graduate studies. David received his MEd in Global Literacy (now called Multiple Literacies in Canadian Classrooms). He has done outstanding work in his field of expertise and his work has been shared across the province.

**Kimberlie Crowe** (LCI student) was flown to Calgary for a press conference recognizing her as being this year’s Campaign against Drunk Driving Contest Design Winner! [http://www.calgarysun.com/2017/05/17/lethbridge-teen-kimberlie-crowe-bests-hundreds-of-submissions-for-campaign-against-drunk-driving](http://www.calgarysun.com/2017/05/17/lethbridge-teen-kimberlie-crowe-bests-hundreds-of-submissions-for-campaign-against-drunk-driving)

Respectfully submitted,

Cheryl Gilmore
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Cheryl Gilmore
       Superintendent of Schools

RE: Enrolment Summary - April 30, 2017

Background
Included with this memo is an enrolment summary for District schools, broken down by grade, as of April 30, 2017.

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

Respectfully submitted,

Cheryl Gilmore
Superintendent
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**TOTAL STUDENTS / FTE ENROLLED AS OF APRIL 30, 2017**

TOTAL STUDENTS / FTE ENROLLED AS OF SEPTEMBER 30, 2016
## Calendar of Events

### May

23  | Public Budget Presentation  
|  | 6:30 p.m., Education Centre Board Room  
24  | ICE Scholarship Presentations  
|  | 9:00 a.m., Education Centre Board Room  
27  | LCI Convocation  
|  | 9:30 a.m., Enmax Centre  
30  | Budget Debate  
|  | 10:00 a.m., Education Centre Board Room  

### June

5-6 | ASBA Spring General Meeting  
|  | Red Deer  
5  | District School Council Dinner Meeting  
|  | 6:00 p.m. Education Centre Board Room  
7  | District Retirement Banquet  
|  | 5:30 p.m., Lethbridge Lodge  
14  | Education Centre Leadership Team Meeting  
|  | 9:00 a.m., Education Centre Board Room  
16  | Education Centre and Attwell Year-End Luncheon  
|  | 12:00 p.m., New Dynasty  
20  | Victoria Park High School Convocation  
|  | 1:00 p.m., First Baptist Church  
22  | Administrators’ Committee Meeting  
|  | 1:15 p.m., Education Centre Board Room  
27  | Board Meeting  
|  | 3:30 p.m., Education Centre Board Room  
29  | Student School year ends  
30  | Winston Churchill High School Convocation  
|  | 10:00 a.m., Lethbridge College  
30  | Chinook High School Convocation  
|  | 9:00 a.m., Chinook  
30  | Immanuel Christian High School Convocation  
|  | 5:30 p.m., Trinity Reformed Church  
30  | Staff School year ends  
|  | 12:00 noon
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Jan Foster, Trustee

RE: Community Engagement Committee – April 27, 2017

The committee had a debrief on the Scholarship Breakfast.

- Promotion Committee – Christine provided a financial report with final Trust Account balance at $36,371.59. It was suggested that perhaps we could promote table sponsors to offer tickets to students for the event. Discussed media coverage and how that could be enhanced.
- Scholarship Committee – deadline was extended to April 28th. There was discussion on how to improve promotion of the scholarship to students through the schools and other means. The committee will be meeting to shortlist and interview applicants.
- Event Committee – The cost of the breakfast which included speaker, entertainment, meals, decorations and advertising had a deficit of $452.32. Will look at seeking out more sponsors, reducing costs and selling more tickets for next year. Committee decided to hold the next Breakfast on Wednesday, February 14th, 2018 and discussed plans for that event including venue, entertainment, speaker and other items.

The committee discussed several strategies that came out of the Town Hall meeting that would involve community engagement. These included:

- Development of strategy that engages parents in learning
- Parent engagement in schools
- Parent involvement in mentorship program.

These will be ongoing discussions for the committee.

The next meeting is scheduled for Thursday, November 2, 2017 at 6:30 P.M.

Respectfully submitted,
Jan Foster, Committee Chair
MEMORANDUM

May 23, 2017

To:   Board of Trustees

From: Keith Fowler, Trustee

RE:   District School Council – May 1, 2017

The meeting started with a presentation on First Nations Metis Inuit Program and Initiatives, presented by FNMI Consultant Jackie Lever. Very informative session talking about the resistance and hesitation that many First Nations feel about being involved in schools. It does go back to the Residential schools as the first one started in Ontario in 1831 and the last one closed in 1996 which is only 21 years ago. The reports of abuse were wide spread and even for those that did not experience abuse they were separated from their families and some as young as a few months (which is puzzling to everyone). This has created a huge amount of mistrust amongst First Nations peoples and some suffer severe anxiety when approaching any school and just can’t bring themselves to enter. Jackie talked about ways to bring them into the picture by perhaps holding meetings off site, holding dinner meetings to reduce the anxiety, she indicated that she thinks there is an interest in setting up some sort of district first nation’s council. Interesting presentation.

The letter from LCI regarding the DSC spending time on the ASCA resolutions was discussed at length and the consensus was generally that most did not want to spend time on issues that don’t directly concern their schools or school district. Most were ok with volunteers assisting with the resolutions but felt they should come from the individual School Councils and not put the DSC name behind it as there was not unanimous consent for most of the resolutions. The feedback will be collated and discussed further in the June meeting.

There was some interest by several people to participate in organizing a trustee forum in the fall and Joy Morris has agreed to be the contact person with the ATA and pursue this endeavour.

There were several reports from people that attended the AGM for the ASCA and everyone enjoyed themselves and learned a lot from the sessions (there is interest from those to do a presentation to the Board and perhaps to the DSC next meeting to share what they learned) They all expressed their gratitude to the Board for making funds available for travel as well as paying the membership and registration fee for each one. I expressed our gratitude for them taking the time to go and represent our school district. It was noted that the curriculum consultation sessions start on May 8, parents can register through the SAPDC. SAPDC can run some sessions at school council meetings as well.
The committee reports were given and Cheryl didn’t have a formal report although she touched briefly on Bill 1, and the CEU now being limited to 45 credits per semester reduced from the previous 60. The high schools examined their CEU’s from last year and determined that this would cost us about $80,000 so there will be no changes in practice and those students wanting to earn more credits will not be limited.

The budget dates were confirmed again as the draft presentation on the 23rd of May and the budget debate on May 30.

Respectfully submitted,
Keith Fowler
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Jan Foster, Trustee

RE: ATA Local 41 Council – May 3, 2017

I attended the Local 41 Council meeting on May 3, 2017.

In my report, I spoke about Education Week and expressed our appreciation to the teachers in our district. I also mentioned the 3 WCHS staff members who performed lifesaving efforts on a student in distress. I advised that the Board will be holding public budget meetings on May 23 and 30th. I shared the information that the District School Council had appointed an organizing committee to plan for a debate and their desire to partner with the ATA for the upcoming Municipal election for trustees.

Information was shared for upcoming activities and events for members as well as the deadline for PL fund applications.

Aaron Fitchett gave his report on Professional Development. Nora MacGregor gave her report and spoke about Memorandum of Agreement, the contents and voting procedure.

Christine Perreaux gave her report on SWATCA 2017/2018 and plans made to date. Reports also from Communications Committee Social Committee and School Board Policy Advisory Committee.

DEHR Committee reported on the DEHR to Care Art Gala on April 11th. Also reported on upcoming Pride events beginning June 24th.

Meeting concluded with reports from Vice President Craig Findlay, President Derek Resler and District Representative Jason Schilling.

Next regular Council meeting scheduled for Wednesday, June 7th at Luigi’s Restaurant South.

Respectfully submitted,
Jan Foster, Trustee
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Lola Major, Trustee

RE: District Student Advisory Council – May 4, 2017

Trustee Lola Major will provide an oral report.
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Donna Hunt, Trustee

RE: ASBA Zone 6 – May 10, 2017

1. The A.S.B.A. Strategic Plan and Budget Presentation for proposed fee increase was discussed in preparation for the A.S.B.A. budget debate at the Spring General Meeting.

2. Excellent Educational Presentations:
   - Fentanyl - Town of Taber Constable Gyepesi
   - E. Cigarettes - Katie Weiler
   - Cannibis - Chris Windel
   - Comprehensive Health and Partnerships - Lyndsey Spring and Lori Hodges
   - Benefits of a Second Language - Clara Yagos

3. Alberta Education is promoting their online presence. To reach all programs access the following website:
   - education.alberta.ca
   - Minister of Education
   - In the Loop

4. A.S.B.A. Spring General Meeting - Building for the Future - June 4th to 6th - Red Deer Alberta

Report submitted by
Trustee Donna Hunt
MEMORANDUM

May 23, 2017

To: Board of Trustees

From: Don Lacey, Trustee

RE: Chamber of Commerce Business Education Committee

Trustee Lacey will share information on the following attachments.
CHAMBER LEADERSHIP INNOVATION PROJECT FOR STUDENTS (CLIPS)

The Lethbridge Chamber of Commerce supports the development of meaningful, self-sustaining relationships between business and education. The Chamber will foster school/business relationships through the approval and funding of student project proposals. Successful student proposals will have the following components:

a. Capacity to build student leadership skills;

b. Promote student creativity, innovation and/or identification of possible solutions to a stated problem;

c. Include interaction with a Chamber business partner, where possible.

The Chamber is committed to building and maintaining effective relationships through implementing a simple, user-friendly project application/approval processes.

a. Students, or student learning teams, will complete a one-page business project proposal, using the Chamber’s Grant Application Form (Form A); all business proposals must be approved by the teacher and the school principal, as indicated on the form.

b. Student project proposals may be submitted electronically on-line to the Lethbridge Chamber of Commerce.

c. Student project proposals will be reviewed by the Chamber, with approval feedback provided to the school principal within five working days.

d. Upon completion of the Project, the school will provide project completion feedback to the Chamber using Chamber Project Completion Form (Form B).

e. The Chamber will provide all approved funding to the school principal within five working days of reviewing Form B.

NOTE: The Chamber intends to initiate this project on a pilot basis in one Lethbridge Public school and one Lethbridge Separate school for the remainder of the 2016-2017 school year, with a review of project processes in June, 2017.
FORM A: GRANT APPLICATION FORM

School:      Grade:

Student Project Name:

Proposed project completion date:

Briefly describe the student project:

What leadership skills will you learn/develop from the project:

Describe how your project will be innovative/creative:

How could you involve a business partner in the project:

How will you know if your project is successful:

How do you plan on using your grant money (not a commitment as may change during project):

Grant amount requested: ________________

Student signatures (first name only): ____________________     ___________________

_________________________________            ____________________    ___________________

Project Manager Name (lead teacher): ____________________________________________________

School principal signature (indicates approval of project): ______________________________________

Education Committee member signature (indicates recommendation of project): ___________________

Chamber signature approval: _________________________ Grant amount approved: _______________

Date: __________________
FORM B: PROJECT COMPLETION FORM

School: 

Grade: 

Student Project Name: 

Date of project completion: 

List at least one leadership skill that you learned/developed from the project: 

How was your project innovative/creative? 

Were you able to involve a business partner in the project? How? 

How do you plan on using the grant money? 

School project leader signature (indicates completion of project): ________________________________

Student signatures (First name only): __________________          __________________
                                         __________________          __________________
                                         __________________          __________________

School Principal signature (indicates completion of project): ________________________________

Chamber signature approval: ___________________________ Grant amount allocated: ________________

Date: ___________________