LETHBRIDGE SCHOOL DISTRICT NO. 51
District SCHOOL COUNCIL

Monday, December 5, 2016 – Board Room, Education Centre
6:30 to 8:30 p.m. Regular Meeting

AGENDA

6:30 1. Welcome and Introductions

6:32 2. Approval of the Agenda

6:34 3. Approval of the Minutes from November, 2016

6:36 4. Business Arising from the Minutes

6:40 5. Report – Keith Fowler

6:45 6. Reports from District Committees:
   District Policy Advisory Committee:
   Poverty Intervention Committee:
   Healthy Schools Committee:
   SAPDC:
   Community Engagement:
   District School Council Resolution Committee:

7:00 7. ASCA Resolutions- Joy Morris

7:25 8. Alberta School Councils Association - Allison Pike

7:30 9. District School Council Calendar of Events and Shared Opportunities
   • Math Parent Tutoring Opportunity for grades 6-9 (Joy Morris)

7:35 10. Superintendent’s Report – Cheryl Gilmore
   • Lethbridge School District No. 51 Innovation Scholarship
   • 2017-18 and 2018-19 DRAFT school year calendars

7:40 11. Roundtable Reports
   Reports are included with the agenda: an opportunity to highlight a very significant
   event or for questions from the representatives about information in a written report

12. Adjournment
District School Council Meeting Dates

January 16, 2017
February 7, 2017 – Town Hall
March 6, 2017
April 3, 2017
May 1, 2017
June 5, 2017 – Dinner meeting

2016-2017 District School Council Representatives

Chair  Allison Pike
Vice Chair  Brooke Culley
Recording Secretary  Joy Morris
                   Lyvia Hughes
Policy Advisory Committee  Joy Morris
                          Laura Scarpelli (alternate)
Poverty Intervention Committee  Trina Tymko
                               Heather Paul
                                    Joy Morris
Healthy Schools Committee  Janene Moch
                          Laura Scarpelli
SAPDC  Hollie Tarasewich
       Amanda Cross (alternate)
Community Engagement Committee  Heather Paul
                               Pauline Hall
                                   Hollie Tarasewich
                                      Shelley Roest
                                          Carlye Lynnes
District School Council Minutes for November 7, 2016

Prior to the meeting, there was a presentation on Mental Health and Support Services in District 51.

1. **Welcome and Introductions**

2. **Additions to the Agenda:**
   2.1. Parent Drivers (under 11, Superintendent’s Report)
   2.2. Middle School Science camps for girls (under 10, District School Council Calendar of Events and Shared Opportunities)
   2.3. Drop-in group for parents who want to help their kids with math homework (under 10, District School Council Calendar of Events and Shared Opportunities)
   2.4. District student advisory council (under 5.3, Topics for professional learning)
   2.5. School benches (under 11, Superintendent’s Report)

3. **Approval of Agenda:**
   Moved by Cindy Veluw, seconded Shelley Roest - approved.

4. **Approval of the Minutes:**
   Moved by Amanda Cross, seconded Lyvia Hughes - approved.

5. **Business Arising from the Minutes**
   5.1. Provincial Curriculum Development Survey deadline Nov. 18
       All parents are encouraged to fill out the survey, http://fluidsurveys.com/s/curriculumsurvey/
   5.2. School Council Contact Lists and District email accounts
       Every school council now has an email account provided by the district. Principals have the addresses and passwords to provide continuity; at least 3 individuals including the principal should have the password. School councils are asked to use these accounts beginning next year if not this year. These email addresses can be publicly posted on the school web sites for ease of parent use. LeeAnne will continue to send messages to the individual contact addresses she has been given.
   5.3. Topics for Professional Learning
       We have a complete plan for professional learning topics for the year. The list will be attached to these minutes.
       **District Student Advisory Council** Hollie Tarasewich suggested that we might want to hear the views and opinions of this group of students at some future meeting.

6. **Trustee Report - Keith Fowler reported:**
   At their October meeting, the Board held their organizational meeting. Mich Forster continues as Board Chair, and Don Lacey is now the Vice Chair. There was a presentation on inclusive education, and the 3 levels of intervention. The slides from this presentation are available from the District web page, at http://www.lethsd.ab.ca/view.php?action=documents&id=1559. Joy Morris made a presentation during the public forum about the benefits of later start times for secondary students. The Board will discuss this further at a future meeting. The Board passed third and final reading of policy 400.1.1, a policy for staff members on sexual orientation, gender identity, and gender expression. They will be having Breakfast with the Board at Westminster school tomorrow morning. The Director of Finance was honoured with the designation of Certified Administrator of School Finance and Operations. More details are in the written report that was attached to the agenda.

7. **Alberta School Councils Association (ASCA) Report** – Allison Pike reported that tomorrow at 9:30am and at 8:30 pm (each time for an hour) there will be a special webinar on the curriculum development survey that all parents are welcome to join.

8. **Reports from District Committees**
   There seems to have been a gap in communication with the new parent reps to all committees; Cheryl will look into this.
8.1. **District Policy Advisory Committee.** Laura Scarpelli reported that this committee met and reviewed policies. Policies on policy development, guiding principles, poverty intervention, school 3-year education plan and annual education results reports were reviewed, and minor revisions were suggested. Feedback should be sent via Laura to the committee by November 14.

8.2. **Poverty Intervention Committee** has not met.

8.3. **Healthy Schools Committee** Laura Scarpelli reported that the committee will be running a health forum tomorrow at the Exhibition in the morning with representatives from each school (a school administrator and health coordinator from each school has been invited). The committee is looking for a new emphasis for its work, and hopes the forum will help them find such an emphasis.

8.4. **SAPDC** will be meeting on Wednesday of this week.

8.5. **Community Engagement** will be meeting tomorrow. They have decided to implement a new scholarship focused on innovation in learning, based on the Board’s new focus on innovative learners. There will be 4 scholarships awarded to high school students: two in grades 9-10, and two in grades 11-12; the intention is to make the amount substantial, perhaps in the range of $1000 per scholarship. A scholarship breakfast is scheduled for February 14, and they will be awarding scholarships beginning in June. The committee will report further on this work in December. Currently they are trying to develop a rubric to evaluate and compare innovation across disciplines, including its impact (while recognizing that impact can only truly be measured over time). The Chamber of Commerce is a partner and will be involved in the selection committee.

8.6. **District School Council Resolution Committee** Joy Morris reported, with a short discussion of each of the 8 resolution proposals. All DSC representatives are asked to take the proposals back to their school councils for feedback and direction. Any questions can be directed to Joy (joy.morris@uleth.ca). For each of the proposals, each school council is asked to decide:

(a) should the school council’s DSC representative vote in favour of the Lethbridge DSC bringing this proposal forward to ASCA? (A school council may also suggest amendments to any of the proposals.)

(b) is the school council willing to consider moving or seconding this proposal at the ASCA AGM in April? (Every motion must be moved and seconded by a school council at the AGM.)

Voting will take place at the December DSC meeting to determine which proposals will be forwarded to ASCA. There will then be several months for feedback from school councils across the province on the proposals that get that far.

Cheryl pointed out that some of the points called for in the motion about behaviour guidelines for persons working on school property during school hours are in fact already in place.

No motion was written about bathrooms because the people on the committee discovered that there is already a clause in the building code that applies specifically to numbers of toilets in elementary schools (1 per 25 females and 1 per 30 males, with the number of females and males based on the building’s “occupancy load”), and the committee members didn’t have the experience or expertise to formulate and justify a specific proposal that would be an improvement over the existing clause.

There was some discussion of how to manage school council time so that these policy proposals don’t overwhelm local issues.

9. **December District School Council Meeting (December 5)** This was included on the agenda as a reminder since the Dec. 5 meeting date was not on the October agenda.

10. **District School Council Calendar of Events and Shared Opportunities**

    There is a calendar on the district website for school events, [http://www.lethsd.ab.ca/view.php?action=calendar&id=249](http://www.lethsd.ab.ca/view.php?action=calendar&id=249).

10.1. **Middle School Science Camps for girls** - the university runs science camps for girls for 6 Friday afternoons (from 12-3) at all 3 middle schools. Dates vary; cost is $35 for the 6 weeks. The first ones begin on November 18 at Paterson and Wilson, with the Lakie one starting in February. Parents can register their child(ren) at
http://www.uleth.ca/destination-exploration/register; registration for the Lakie program opens on November 15.

10.2. **Drop-in group for parents who want to help their kids with math homework.** Joy Morris is a math professor at the university, and is interested in working with the District to set up this opportunity if parents are interested. Logistics and details are still to be worked out. Please mention this at your school councils and assess the level of interest.

11. **Superintendent’s Report - Cheryl Gilmore**

11.1. **Town Hall Meeting topic** last year’s topic was developing mission, vision, and guiding principles for the district. We have those now. One idea for this year’s topic is to take a closer look at the new vision and mission statements and try to get feedback for a common understanding of what that means and what we feel that should look like in a school. What does successful mean? What should schools be doing to move students towards success? Cheryl is looking for feedback on that idea, and for any other ideas for the town hall. The Board will decide this at their meeting on November 29, so any feedback would need to be received by Cheryl by November 18.

11.2. **Provincial Exam results** are on the district web site under Planning & Reporting, Provincial Exam Reports: [http://www.lethsd.ab.ca/view.php?action=documents&id=95](http://www.lethsd.ab.ca/view.php?action=documents&id=95). School education plans are due at the end of November, all schools will review their reports with Executive council during November and will post them by the end of November, also on the planning & reporting page. Our students’ provincial exam results have been behind the province at the grade 9 level in all subject areas for some time, although typically we have been ahead of the province at the grade 6 level. We have been working on strategies to improve this. A new literacy strategy has been incorporated into all school plans. The middle schools have a new common assessment strategy and tool, although the new levelled literacy tools that the district has acquired for grades 1-6 are not very applicable for grades 7 and higher. The goal is that all students will advance at least one grade level in their literacy skill in each year, and each student will be assessed every year. Transitioning to high school may be an issue. The district is looking at middle school outcomes. It was suggested that encouraging improvement in these skills could be a town hall topic. Availability of homework and exam questions online was raised. It was also noted that the kids in grade 6 this year haven’t taken PATs before. There is a process through which parents can opt their child out of PATs, but every child has to take Diploma exams in Grade 12 as a component of their final grade. Not writing a diploma exam leads to an incomplete grade in the course, which does not provide credit.

11.3. **Parent drivers** Some parents are uncomfortable with parents driving kids for field trips, particularly in relation to the lack of booster seat laws in Alberta. This issue arose from Dr. Probe school. The question was raised of whether or not parents could be billed for school buses in lieu of having parent drivers, and more generally it was asked whether this is an issue at other schools. Galbraith reported that they used to have parent drivers, sometimes a problem as some didn’t show up. The school council now provides money for busing kids on field trips. The same is true at Park Meadows. At Lakeview parents drive for most field trips. At Agnes Davidson field trips are all on buses, paid for from the school budget. These are decisions made at each school. The district policy on what is required of volunteer drivers is similar to the policies in other districts.

11.4. **School benches** The term “buddy bench” isn’t used in District 51, although a similar concept can be used under other names. There are several benches of this sort in the district (Fleetwood, Buchanan, Nicholas Sheran). A business had offered to sponsor these at all schools and the elementary administrators discussed the offer and saw the concept of a buddy bench (as introduced historically) as not following the spirit of the ways they are trying to foster inclusion. After a new bench was built at a school whose administrators had not been involved in that discussion, a new discussion was held by administrators at elementary schools. They collectively decided (though without universal agreement) that they didn’t want the historical associations of buddy
benches associated with any benches they chose to have at their schools, but might welcome these benches under other names and with slightly different philosophies.

12. **Roundtable Reports**
   are in the agenda for information.

13. **Adjournment**

14. **Announcements.** The next DSC Meeting will be on December 5.
Chinook High School Hosts

COMMUNITY COLLABORATION:
PARENTING TEENS IN 2016

November 23
7-9pm
Chinook High School
Media Centre
Please RSVP to:
www.surveymonkey.com/r/FVYZRK8

Light snacks and refreshments
will be served!

7-9:00pm
Alison Lux - Stress & Anxiety
Q&A
Bruce Lyon - Teens and Today's Substance Use
Q&A

In partnership with:
- Alberta Health Services
- Lethbridge School District #51
- The Public Library
- University of Lethbridge Nursing Program
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<tr>
<th>Date</th>
<th>Special Notes</th>
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<tr>
<td>November 7, 2016</td>
<td>Mental Health and Support Services for Students in Lethbridge School District No. 51</td>
<td>Cayley King</td>
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<td>December 5, 2016</td>
<td>Alberta School Council Association Resolutions</td>
<td>Joy Morris</td>
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<td>January 16, 2017</td>
<td>Literacy as a District Priority and how parents can support literacy growth in the home. (concurrent session for elementary and secondary)</td>
<td>Bev Smith and TBD</td>
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<td>February 7, 2017</td>
<td>Town Hall</td>
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<td>March 6, 2017</td>
<td>Technology Software: What are students using in schools and what can be accessed from home?</td>
<td>Rik Jesse and/or Karen Rancier</td>
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<td>April 3, 2017</td>
<td>Numeracy: What is numeracy What programs are in place in schools and how can parents support numeracy skills at home?</td>
<td>Karen Rancier? Other facilitator?</td>
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<td>May 1, 2017</td>
<td>FNMI: District programs and support services; provincial Truth and Reconciliation focus in curriculum and instruction; strategies for School Councils connecting with parents</td>
<td>Jackie Lever</td>
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<td>June 5, 2017</td>
<td>Dinner Meeting</td>
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TRUSTEE report to school councils:
November 29, 2016

1. Literacy Work Plan and Resources
This spring, a Literacy Work Plan was developed under the Division of Instructional Services to enhance student reading levels (grades K-9) in Lethbridge School District No. 51. The Board was told the goal of building literacy-rich learning environments and instruction in the District will be accomplished through targeted funds allocated to enhance instructional support, building resources and providing opportunities for professional learning.
In October of 2016, the Board determined additional funds to the sum of $350,000 could be allocated to purchasing resources directly associated to literacy enhancement. Karen Rancier, the District's Director of Curriculum, and Bev Smith, Literacy Lead Teacher, provided an update on what resources the District has decided to buy. Click the following link for more information: [http://www.lethsd.ab.ca/view.php?action=object&id=42685&stream=Homepage%20News](http://www.lethsd.ab.ca/view.php?action=object&id=42685&stream=Homepage%20News)

2. Meritorious Budget Awards
The Association of School Business Officials (ASBO) International has awarded Lethbridge School District No. 51 its Meritorious Budget Award (MBA) for excellence in budget presentation during the 2016–2017 budget year.
At the regular meeting of the District’s Board of Trustees, Trustees learned more about the award. Click this link for more: [http://www.lethsd.ab.ca/view.php?action=object&id=42693&stream=Homepage%20News](http://www.lethsd.ab.ca/view.php?action=object&id=42693&stream=Homepage%20News)

3. Approval of International Trip
The Board unanimously approved a trip for Chinook High School, which requested approval to take a group of students on a tour of Switzerland and Italy from March 29, 2018 to April 7 2018.

4. Audited Financial Statement
The auditor’s report was presented to Trustees, who learned that for the second year in a row, the District achieved a clean audit, as no issues were noted.
In terms of the year-end financial report, the Board heard Lethbridge School District No. 51 expended $114.1 million to provide public education services in 2015-2016, as the District experienced overall enrollment growth in 2015-2016 of 673 students (6.85 per cent) over 2014-2015. For more information on the budget, click the following link: [http://www.lethsd.ab.ca/view.php?action=object&id=42689&stream=Homepage%20News](http://www.lethsd.ab.ca/view.php?action=object&id=42689&stream=Homepage%20News)

5. 2016-2017 Budget Update
The Fall Update to the 2016-2017 Budget was delivered to the Board of Trustees. Since the legally-adopted budget in the spring, revenues from the Government of Alberta have increased, mainly due to increased enrollment, with $558,707 extra coming into the District, as enrollment increased .70 per cent over budget projections from 10,573 students to 10,647 students. Click on the following link for more information: [http://www.lethsd.ab.ca/view.php?action=object&id=42691&stream=Homepage%20News](http://www.lethsd.ab.ca/view.php?action=object&id=42691&stream=Homepage%20News)

6. District Three-Year Education Plan and Annual Education Results Report
The District’s Three Year Education Plan and Annual Education Results Report were both highlighted during the meeting. For more information, and a link to the report, click the following link: [http://www.lethsd.ab.ca/view.php?action=object&id=42695&stream=Homepage%20News](http://www.lethsd.ab.ca/view.php?action=object&id=42695&stream=Homepage%20News)
7. Policy Review
At Tuesday's regular meeting, a number of policies were amended. The policies were reviewed by the Policy Advisory Committee, and were subsequently distributed to school and District administration, staffs and school councils for input. Amendments to policies 201 Guiding Principles, 203.1 Policy Development, 600.3 Poverty Intervention and 601.1 School Three Year Education Plan and Annual Education Results Report were all passed unanimously by the Board. To view the policies in their entirety, please see Pages 98-104 of the agenda document: http://www.lethsd.ab.ca/documents/general/2016-11-29%20Board%20Meeting%20Agenda.pdf

8. Spanish Bilingual Program
Lethbridge School District No. 51’s Board of Trustees approved the implementation of a Spanish Bilingual Program at Coalbanks Elementary School for the 2017-2018 school year. Currently, 25 Grade 1 students are pre-registered their children for the program, and 17 Kindergarten students have been pre-registered. Click on the following link for more information: http://www.lethsd.ab.ca/view.php?action=object&id=42697&stream=Homepage%20News

BOARD OF TRUSTEES
Mich Forster, Jan Foster, Keith Fowler, Lola Major, Donna Hunt, Tyler Demers, Don Lacey
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<th>School:</th>
<th>Galbraith</th>
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**School Highlights:**
- The grade 4/5 children did a great job singing at our remembrance day assembly.
- Family fun night for November was karaoke and board games. Good turn out of new families.
- Kindergarten had skating for the month of November.
- Parent teacher interviews and the book fair kept students and staff busy.

**Participation in Decision-Making and/or Advocacy** *(did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)*

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**Fundraising (Do you have a successful event to share?):**
- Currently participating in Sock it to Em it will end December 14th
- Wrapped up our DFS catalogue fundraiser, total still to be determined

**Are there things your School Council is talking about/questions you have for other School Councils?**

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**Best Practices** *(program, speaker, or other item at your school that has worked very well)*
- Galbraith hosted an Early Literacy Night and brought in Bev Smith to talk to parents about getting children ready to read and how we can help our children become successful readers. About 30 families attended which is a success.
School: Immanuel Christian Elementary School

School Highlights:

- ICES has kicked off its Christmas Donation Drive, for Compassion Canada. Students are encouraged to earn money to donate. All money raised will be used specifically for Haiti.
- We’ve begun our advent chapels on Monday mornings, leading up to Christmas, on Hope, Peace, Joy and Love.
- Our kindergarten students will be performing a nativity play for Streets Alive. This generally happens the week before Christmas break.
- Our school will once again be producing treat bags for the Lethbridge Correctional centre for Christmas. These bags are designed by grade 4/5 students to remind inmates of the real Christmas story and the hope that this brings.

Participation in Decision-Making and/or Advocacy (did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)

Fundraising (Do you have a successful event to share?):
Our Annual School Bazaar on November 26, raised over $70 000 that will go toward the construction of the new Trades facility at ICHS. A wonderful time was had by the community, with lots of food, sales tables, KidZone games, and an Auction.

Are there things your School Council is talking about/questions you have for other School Councils?

Best Practices (program, speaker, or other item at your school that has worked very well)
District School Council
School Highlights

School: Immanuel Christian High School

School Highlights:

- Middle Years Students – organised a 'Helping Hands' group. This month they made little snowmen and sewed hand-warmers for distribution at the Homeless Shelter.
- Upcoming Middle Years & Senior Years Band and Choir Concert. Thursday, December 8 @ 7:00 pm at Trinity Reformed Church (Hardiville)
- Construction has started on a new Trades Center. This will house our woodworking and mechanics programs.

Participation in Decision-Making and/or Advocacy *(did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)*

Fundraising *(Do you have a successful event to share?)*:

- Annual Bazaar raised just over $70,000 that will go towards the construction of a new Trades Center.

Are there things your School Council is talking about/questions you have for other School Councils?

Best Practices *(program, speaker, or other item at your school that has worked very well)*
School: Westminster Elementary

School Highlights:
- November we hosted a Cereal Drive in hopes of increasing the inventory we have for the Breakfast Program.
- We have a very positive working relationship with the retirement home St. Therese Villas. Our grade 1/2 classes visited them for Halloween and we invited members to join us for our Remembrance Day assembly.
- Our school choir is participating in a number of community events. They are very excited!

Participation in Decision-Making and/or Advocacy (did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)
- communicating to parents outside of school council the usefulness of Cash Online. There are lots of questions as to why not have both systems if they both work (pay directly at school and online) but when you talk about benefits they are able to see the benefits.

Fundraising (Do you have a successful event to share?):
N/A

Are there things your School Council is talking about/questions you have for other School Councils?
- we have been wanting to do a fundraiser around the holidays and have received several brochures for selling poinsettias. Has anyone else tried this before? Questions we had were:
  It’s close to holidays. Would we get many orders?
  Are students able to get them home without issue?
  What about bus students? Issues?

Best Practices (program, speaker, or other item at your school that has worked very well)
N/A