Lethbridge School District No. 51 DISTRICT SCHOOL COUNCIL

Monday, October 2, 2017 - 6:00 p.m.
Education Centre

NOTE: PUBLIC FORUM FOR SCHOOL BOARD TRUSTEE CANDIDATES
TUESDAY, OCTOBER 3, 2017 – 7:00 TO 9:00 AT VICTORIA PARK HIGH SCHOOL
Sponsored by District School Council and ATA Local 41
1515 5 Ave. South (west of LCI)
The Forum will be livestreamed to District School Council Facebook Page
– go to Lethbridge School District 51 Board Trustee Candidates Forum 2017

AGENDA

6.00  1. Welcome and Introductions

6:05  2. Additions to the Agenda

3. Approval of the Agenda

6:10  4. Approval of the Minutes from June, 2017

6:12  5. Business Arising from the Minutes

6:15  6. Elections for District School Council – Chair, Vice Chair, Recording Secretary, Committee representatives

District Policy Advisory Committee:
Purpose is to advise on the development of District policies, in consultation with those who will be impacted by them, for consideration by the Board. Meetings occur from 12:15 to 3:30 pm on the following dates:
   October 18, November 15, January 10, February 14, March 14, April 11 and May 16 (if needed)

Poverty Intervention Committee:
Purpose is:
To improve educational opportunities and achievement of students affected by poverty.
To determine the District’s progress in addressing poverty and make recommendations to the Board where deemed appropriate.
To heighten staff awareness and promote action on issues related to poverty.
   dates/times TBD (meets during the day)

Healthy Schools Committee:
General purpose is to promote and facilitate healthy lifestyles among students, families and staff of the District.
   first meeting was held September 19, future dates/times TBD (meets during the day)
SAPDC (Southern Alberta Professional Development Consortium)
General purpose is to create professional development opportunities in Southern Alberta.
Tentative dates are: September 27, January 24 and May 2

Community Engagement Committee:
General purpose is to develop and implement strategies for the Board to fully engage all sectors of the community.
dates/times TBD (evenings)

6:30 7. Trustee Report (attached)

6:32 8. Alberta School Councils Association - Allison Pike

6:35 9. Resolution Writing – Trina Tymko, LCI School Council Chair

6:40 10. Middle School after-school science programs for girls – Joy Morris

6:45 11. Superintendent’s Report – Cheryl Gilmore
  • Support for School Councils
  • School Council Membership List

6:50 13. 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

6:50 14. Adjournment

District School Council Meeting Dates
November 6, 2017
December 4, 2017
January 15, 2018
February 6, 2018 – Town Hall
March 5, 2018
April 9, 2018
May 7, 2018
June 4, 2018 – Dinner meeting

2016-2017 District School Council Representatives
Chair: Allison Pike
Vice Chair: Brooke Culley
Recording Secretary: Joy Morris
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  

### 2017-2018 District School Council Representatives

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<th>Role</th>
<th>Representative(s)</th>
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<td>Chair:</td>
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<td>Community Engagement Committee:</td>
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District School Council Minutes for June 5, 2017

1. **Welcome and Introductions** The Board was thanked for providing dinner.

2. **Approval of Agenda:**
   Moved by Amanda Cross, seconded Daniel Gosselin - approved.

3. **Approval of the Minutes from May 2017:**
   Correction - the minutes approved in the May meeting were the April minutes, not the March minutes. Moved to approve with this amendment: Amanda Cross, seconded Carlye Lynnes - approved.

4. **Business Arising from the Minutes**
   4.1. **DSC and ATA School Trustee Candidate Forum**
   The ATA should get in touch with us soon, after their Executive has discussed this. Using the Chinook Media Centre was suggested. The election is October 16. We should look at organising the forum in the first week of October if possible. A date should be chosen sooner rather than later. There may be an accountability survey available online that includes school district candidates. The Herald has also indicated that they will be willing to run candidate profiles for trustee candidates this time. Allison Pike continues to maintain a Facebook page she set up during the last election for questions and answers to trustee candidates, at [https://www.facebook.com/LSDistrict51/](https://www.facebook.com/LSDistrict51/).

   4.2. **LCI School Council Letter - Feedback Summary**
   The feedback was included in the minutes. The process of proposing ASCA resolutions will be left to individual schools. Individual schools can seek support of other school councils, using District School Council as a communication link. There appeared to be no strong objection to a voluntary working committee to provide advice and support for writing resolutions, open to all parents in the district. The first meeting of the voluntary committee is therefore set for September 19 at 1 p.m., at the District building Division of Instructional Services (DIS) Meeting Room on the 2nd floor. Parents who cannot attend that meeting are welcome to contact Joy Morris [joy.morris@uleth.ca](mailto:joy.morris@uleth.ca) and evening meeting times may be arranged if there is interest. Individual school councils can seek input from Trustees regarding issues to be addressed by resolutions.

5. **Trustee Report - Keith Fowler reported:**
At their May meeting the Board commended the three Churchill staff who saved the life of a student with CPR.
The Board heard an update from Joey Gentile, principal of Coalbanks school, on its readiness for opening next year.
Results from the Early Development Instrument data collected from kindergarten teachers across the province indicates that our District is doing well, as improvements have been noted in all areas in comparison to the 2011 and 2012 data.
International trips (to Cuba for the Churchill boys’ basketball team and to Washington for the LCI football team) for next year have been conditionally approved.
Several policies were amended. Consultation on these was circulated by email to parents.
The District’s Edwin Parr nominee, Brittney Petkau, won the award and will be acknowledged by the Minister of Education in the Fall. Our district has had 2 winners in the past 4 years.
6. **Alberta School Councils Association (ASCA) Report - AGM Attendees Presentation** – Duane Pike led a presentation about the ASCA Conference and AGM. It was a valuable experience for the parents who attended. The opening session of the conference consisted of participants breaking into 8 smaller groups and being led through the Blanket Exercise on the history of Canada’s treatment of Indigenous people. The conference included plenary talks by Charlene Bearhead on Truth and Reconciliation; by a member of the Edmonton Police force on Fentanyl; and by an Assistant Deputy to the Minister of Education. There were many breakout sessions. Amongst those attended by parents from our district were sessions on becoming a school trustee; the Learning Technology Policy Framework; an update on the Provincial Curriculum development; Dual Credit programs; a couple of different sessions on health in schools; a session on school fees; and one on reconciliation. Information was briefly shared about all of these. All of the resolutions that came to the Annual General Meeting passed, some in amended form.

7. **Reports from District Committees**

   7.1. **District Policy Advisory Committee.** Joy Morris reported that the committee met in May and sent out policies for review. Feedback is due by June 14.

   7.2. **Poverty Intervention Committee** The committee hosted its annual thank-you lunch for community supporters. At the meeting afterwards, the committee decided to increase the grants available to schools next year, to fund a maximum of $6000 in grants per school (instead of $3000) as well as being more flexible regarding the number of grants funded. They will also fund a 2-month pilot project of food backpacks that can go home with kids over the weekend (to include food, recipes, and a gift card to cover perishables). The pilot project will run at 3 schools next fall (including Nicholas Sheran and GS Lakie).

   7.3. **Healthy Schools Committee** Laura Scarpelli reported that the committee has not met since the last DSC meeting, but will be meeting tomorrow.

7.4. **SAPDC** There was no report.

7.5. **Community Engagement** The innovation scholarships have been awarded. There were no applications at the junior level (grades 9-10). Two of the four candidates at the senior level were awarded $1000 scholarships. The other two were excellent presentations and a decision was made to create honourable mentions with $500 scholarships for them.

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

9. **Superintendent’s Report - Cheryl Gilmore reported:**

   **Provincial Nutrition Project Grants** were announced almost 2 months ago. The district is on track for meeting all of the timeline requirements in the program. Fleetwood Bawden will receive funding for a daily meal; others will receive some support.

   **Government Decision re Student Learning Assessment Administration** The Minister announced in late May that it will be henceforth left to individual teachers to decide whether or not to administer SLAs to their students. They can choose parts to administer if they choose. Schools will continue to make every effort to provide supports as needed for students who do take the assessments.

   **Classroom Improvement Fund** Part of the central Alberta Teachers’ Association settlement with the government is the establishment of a classroom improvement fund that can be spent on staff, resources, or professional learning. Any expenditures must include measurable outcomes for improv-
ing student experiences, and are negotiated by a committee that includes ATA and Board representatives. The district has received $1.25 million in this fund, but it is a one-time fund, so could not be used for ongoing salary support. The ATA and district reps have to agree on how to spend this money by December and it must be paid out or returned by the end of June 2018.

**Playground Funding** There has been an announcement of provincial funding toward playgrounds for new schools. It is not yet clear exactly which of our schools this will apply to, or whether or not an application will be required. None of this money is for upgrading of existing playgrounds.

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

11. **Adjournment**
TRUSTEE report to school councils:

September 26, 2017

1. School Board Annual Work Plan
Every September, the Board reviews the Annual Work plan, which outlines major events and tasks. The Board of Trustees received the report as information. The plan can be found on Page 14 of this month's agenda.

2. Approval of Architectural Services for the Southeast Elementary School
In early August, the District went forward with a Public Request for Proposals (RFP) for Architectural Consulting Services for the Southeast Lethbridge Elementary School in Discovery at the Canals at Fairmont. That request closed on Aug. 31, 2017 and the evaluation process to select the architect took place on Sept. 5, 2017. After evaluating and scoring the seven proposals, the firm of Ferrari Westwood Babits Architects was selected. The Board awarded the contract for Architectural Consultant Services for the new Southeast Lethbridge Elementary School in Discovery at the Canals at Fairmont to Ferrari Westwood Babits Architects in the amount of $568,118, plus GST.

3. Superintendent Contract
In accordance with Policy 301.3, a summative evaluation of the Superintendent was conducted in the 2016-2017 school year. The report conveyed exemplary performance in all areas. The Board approved the re-appointment of the Superintendent for a five-year term, commencing Aug. 1, 2018, and to submit the re-appointment notification to the office of the Minister of Education for Ministerial approval.

4. Year-end reports
A number of committee reports were delivered, which included the Facilities Committee. Daniel Heaton, the District's Director of Facilities, reported there were 268 projects initiated over the summer, some of which are still in progress. The major work included the design process for new ventilation systems for Senator Buchanan and Westminster, and work on the heating system at Mike Mountain Horse. Heaton added his staff touched on all 24 District buildings this summer, and added the same approach will be taken next summer.

5. Acknowledgements of Excellence
As the monthly acknowledgements of excellence were presented, Superintendent Cheryl Gilmore took the opportunity to recognize Mich Forster, who is retiring as the Chair of the Board of Trustees, after 13 years on the Board.

BOARD OF TRUSTEES
Mich Forster, Jan Foster, Keith Fowler, Lola Major, Donna Hunt, Tyler Demers, Don Lacey
5. Acknowledgements of Excellence
Forster mentioned he had a 60-year affiliation with the District, dating back to his years as a student, and as a District employee. “I’ve worked with seven different superintendents, countless District administrators and fellow administrators and countless teachers over the years,” he said. Gilmore praised Forster’s wisdom and guidance over the years, and mentioned he was an instrumental voice for the collective nature of the current Board of Trustees for the District. Vice-Chair Don Lacey lauded Forster for the Board Chair’s support, care and love of children throughout the District. “You really have been a special Chair, Mich,” said Lacey.

Gilmore also commented on the legacy which will be left behind by Don Lussier, the District’s retiring Superintendent of Business Affairs. Lussier presided over the construction of Chinook, Coalbanks, G.S. Lakie and the new westside middle school, as well as modernizations and work at Galbraith, Gilbert Paterson, Wilson and Winston Churchill, among others. He was also instrumental in the development of The Education Centre, as the building was transformed into the District’s main office under his watch. “I really want to thank the District for giving me a great 22 years,” said Lussier.

6. 2017-2018 Meritorious Budget Award
The Association of School Business Officials International (ASBO) has awarded Lethbridge School District No. 51 with the Meritorious Budget Award during the 2017-2018 budget year. The award promotes and recognizes excellence in school budget presentation and is conferred only to school districts whose budgets have undergone a rigorous review of professional auditors and have met or exceeded the program’s stringent criteria. The Board received the report as information. The official letter from the Association of School Business Officials International can be found on Page 63 of the agenda.

7. Enrolment Update
Associate Superintendent of Human Resources, Rik Jesse, delivered an update on enrolment. Jesse reported total enrolments numbers of 11,255 students, and added the District is monitoring hotspots in terms of large class sizes through the District’s class-size reporting tool. The total number of students represents an increase over the 2016/2017 numbers and as such, five full-time equivalent teachers have been hired by the District since Sept. 1. Sept. 30 is the date when enrolment numbers are set to be submitted to Alberta Education, which funds school jurisdictions based on the enrolment of students.

8. South Lethbridge Elementary School - Request for Consideration
The Board reviewed the correspondence sent to the Alberta Minister of Education regarding the District’s southeast Capital Project, via a letter from Board of Trustees Chair Mich Forster. The District will have completed design by February, 2018, and is planning to go to construction tender later that month, with the approval of funding from the province. The letter outlined the fact school facility space in Lethbridge is lagging far behind student population growth, and highlighted the new westside Elementary School, which opened this year is already full. As such, the Board is seeking assurance from the Government of Alberta with regard to the construction of a new southeast Elementary School.

BOARD OF TRUSTEES
Mich Forster, Jan Foster, Keith Fowler, Lola Major, Donna Hunt, Tyler Demers, Don Lacey
## District School Council
### School Highlights

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### School Highlights:
- Terry Fox run on Friday Sept 29

### 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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<th>Fundraising (Do you have a successful event to share?):</th>
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<td>Casino Night upcoming on November 8 and 9 run by Parent Council Society. Staff are volunteering to fill in shifts during the night on Nov. 8 and the day and night on Nov. 9</td>
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<td>Parent council was able to provide funding to support nearly all of our school field trips for the entire year!</td>
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### Are there things your School Council is talking about/questions you have for other School Councils?

| School council has asked about the possibility of running patrols with a parent group and was curious if any other district school currently run patrols through parent volunteers. |

### Best Practices *(program, speaker, or other item at your school that has worked very well)*

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School Highlights:

Classes have been choosing class reps so that the students can be more active in providing ideas and leadership.

The staff are spending time re-thinking what they value, and how school awards can best be used to celebrate those things, rather than maintaining the existing awards.

The school is embracing its role as the French Immersion middle school by increasing the visibility of French in the school, including the introduction of French announcements.

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?)

We discussed inviting the Minister of Education to a meeting, as he has written ASCA to indicate his openness to such invitations. We did not come up with any issues we wished to raise with the Minister at this time.

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

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 Elementary School

**School Highlights:**

- The ICES Early Education Program has kicked off and is doing really well. Program Manager is Donna Faulkner and EA is Melody Theissen.
- ICES is excited to have participated in Orange Shirt Day on September 26. The day included guest speaker – author Shane Peacock, a Blanket Ceremony for grade 4/5 students and additional opportunities for students to learn more about First Nations history and culture in their classrooms.
- ICES welcomed pastors, bus drivers and Lethbridge School District 51 staff to its annual pancake breakfast. Students were excited to share this event that also coincided with Western Dress-Up Day.

**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?):**

**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: | Nicholas Sheran School Council |

**School Highlights:**
The school is adjusting well to the introduction of a French immersion program. Staff seem to be very happy and meshing well. Installation of two new portables started in September (completion should be in Nov.). Some classes are large and more resources could help with this; the new portables should help with this.

#### 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?)*

- No new initiatives have been undertaken yet. This will be a year of adjustments with no major undertakings likely.

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

- We will be doing 2 fundraisers this year: a cash drive and a math-a-thon type fundraiser

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

- There have been questions about provincial funding for healthy eating school initiatives and if the school District is trying anything novel to increase healthy foods in the school's.

#### Best Practices
*(program, speaker, or other item at your school that has worked very well)*

- Not as of yet.