1. **Welcome.** There was a series of 3 presentations on Career Exploration Opportunities: Career Transitions; Career Practitioners, and Off-Campus RAP. The slides from the presentations will be made available on the District web site.

2. **Approval of Agenda:**
   Moved by Hollie Tarasewich - approved.

3. **Approval of the Minutes from December, 2015:**
   Moved by Joy Morris - approved.

4. **Business Arising from the Minutes:**
   4.1. **Assessment**
       Cheryl presented about the different types of assessments that take place (Provincial Achievement Tests including Diploma Examinations, Student Learning Assessments, Grade Equivalent Tests, Diagnostic Tests), their goals, and what the outcomes of these assessments might look like. Her presentation was based on a document that is attached.

   4.2. **School Registration/FOIP permission forms**
       At the last meeting, the question was raised of collecting email addresses from parents for school councils (along with phone numbers and addresses that are already collected). There has not been an administrators’ meeting since then, but Cheryl contacted some individual administrators for their feedback. There were a variety of opinions, but overall these administrators expressed concerns. They want to be aware of the volume and nature of email communication going out to parents. They would like email communication to be forwarded through the school. Concerns were also raised about parents receiving messages multiple times from different sources.
       Cheryl will bring this question up at the next administrators’ meeting. Trina reported that LCI sends home a form on behalf of the school council, asking all parents for full contact information, and what information they want to receive. Hollie and Allison said that a similar form is provided by Edmonton Public Schools for all their school councils. Cheryl will take both forms to the next administrators’ meeting and ask for feedback. There was general agreement that if school councils are provided with parent email addresses, there are a few general good practices that should be followed in using them:
       - Mass messages should always be sent using blind carbon copy.
       - There should be a regular (perhaps annual, at the beginning of each year) discussion at school council meetings about communication and how it is handled (eg. who on school council should send mass messages; what messages should go from the principal to all parents, and what messages should go from the council to their list), to avoid duplication etc.
       - Principals should be cc’d on every message from school council, so they are aware of the communication since they are usually on the receiving end of phone calls if there are concerns.
5. **District Head Lice Policy**

Some parents at Agnes Davidson were concerned about the fact that District procedure states that cases of head lice are not reported to other families with children in the class, although parents are encouraged to inform their close contacts. Cheryl displayed and reviewed the policy. It is based on the recommendation of Alberta Health representatives, with the intention of de-escalating gossip and preventing over-treatment. There are pros and cons to broader communication, it is a difficult issue.

Points raised in the ensuing discussion included:

- parents may not know the families of all their child’s close contacts.
- hats and coats are close and do overlap, and are sometimes grouped in ways that a parent might not be know about. Plastic bags around coats and hats are sometimes used and can help.
- a parent reported that after she found lice, teachers she spoke with were distressed at being unable to inform other parents until the lice spread to their children.
- letters home can have the effect of inuring parents to the idea of lice and reducing the stigma, but on the other hand if sent home too often they may become treated like background noise. It can be more difficult for parents to tell other parents that their child has lice, than to have a generic letter go home.
- Some schools have cases on a daily basis. For others it is less common. Perhaps some schools should be given more flexibility and autonomy to send notes home at their discretion.
- Parents should act on the assumption that lice are always around, and advise their kids accordingly, not to share hats etc.

Cheryl will ask Wendy Fox to consult with health services about whether or not the current procedure remains appropriate, or should be amended. She will report back via email and to the next meeting.

6. **Trustee Report** - Keith Fowler reported: The school calendar for next year was approved, as presented at our last meeting. The policy on Welcoming, Caring, Respectful, and Safe Learning Environments was unanimously approved (with LGBTQ issues removed). The financial reporting indicates that things are going according to plan in the district. The Board awarded the tender for the new west Lethbridge (Waterbridge) Middle School, and ground should be broken by spring. The Poverty Intervention Committee terms of reference were updated, and additional funding was allocated. There will be an “Opportunity Knocks” career fair on March 9. Wednesday night there will be an information night at Chinook High School, on West Lethbridge school boundaries and second language programs. Facility designs for the forthcoming schools will be posted by architects at 6, and presentations will begin at 6:30. The first presenters will be the architects, then there will be a presentation about boundaries, and finally the second language programs. There will be a question and answer period at the end, but it may be short, depending on the length of presentations. There will also be a button on the district web site for feedback, in the five categories of: school design, boundaries, language programs (French and Spanish), naming for the new schools.

7. **Alberta School Councils Association Report** – Allison Pike reported: On the **[www.albertaschoolcouncils.ca](http://www.albertaschoolcouncils.ca)** web site are: a parent survey about grade 3 Student Learning
Assessments (since closed); a survey about elementary school-aged math (https://www.surveymonkey.com/r/PPProject); the results from the parent engagement task force questions about school fees; and the final report of the Truth and Reconciliation Commission. In the ASCA e-newsletter, there is a call for nominations for awards of recognition. The ASCA board has been providing input to the Ministry about standards for school leaders and school teachers. The ASCA conference and AGM will be in April (22-24), more information is also available on the web page. The registration fee (by reimbursement) and $200 (already given to schools up front) towards other costs are provided by the district for one registrant per school council.

Resolutions were emailed out to all school council chairs. We are looking for school council sponsorship, and feedback/amendments, by the end of January.

8. Committee Reports
8.1. Policy Advisory Committee – A Sexual Orientation and Gender Identity draft policy was developed. There will be a meeting on Tuesday January 19 at 6:30 at the district building, for providing feedback to Allison as the parent representative. A district representative will also be at the meeting to answer questions. The committee also looked at the school year policy.

8.2. Poverty Intervention Committee – next meeting will be in March.

8.3. Healthy Schools Committee – next meeting will be on Thursday with Health Champions to determine how to move forward.

8.4. Digital Citizenship Committee – first meeting was last week. They reviewed their accomplishments from last year. These included the survey and other very tangible items. They reviewed infrastructure and hardware: there are 1400 new pieces of hardware, and 1200 new laptops, in addition to software and programs provided to students. The Board has structured the budget to Evergreen every 5 years rather than every 6 years. Some software is also available to parents or to students at home, eg career exploration software (including myBlueprint), office 365 (each student can have 5 copies, accessible through the student’s district email address), and access to learnalberta.ca. They discussed and the district is currently researching and exploring EverFi Digital Literacy and Telus Wise. They suggested that policy or procedures on responsible use of social media and technology should include mention of parents. Recognising that District has no authority over parents’ use of social media, the district does have legal recourse and obligation if a parent acts in a slanderous or otherwise illegal fashion. The next meeting is Feb 9 at 6pm, and they need more members. The list of digital resources needs to be made widely available, and centralising this communication is being worked on (first to ensure that teachers are aware of it, and then that parents are aware of the items that are accessible from home). A parent noted that kids controlling passwords to software used at home can be problematic, especially when they control multiple copies and may change a password.

8.5. SAPDC – next meeting will be in late January.
8.6. Making Connections - Brooke was not present to report.

9. District School Council Calendar of Events and Shared Opportunities:
At Wilson Middle School on Wednesday from 6-7 there will be a motivational speaker (police officer) on bullying. Full information is on the District web site.
10. **Superintendent’s Report:**
    Assessment was covered above, as was the forthcoming meeting on the west side. There are some things missing from the web site that were on there last week; this will be reviewed. The Town Hall meeting will be on February 2 from 6:30-8:30, on the vision and mission for the district. Bring a device (tablet/smart phone) if possible.

11. **Roundtable Reports:**
    Reports were circulated. There were no additional items.

12. **Adjournment at 8:08.**