
Lethbridge School Division
DIVISION SCHOOL COUNCIL

October 7, 2019 - 6:30 pm - Education Centre Board Room



AGENDA

- 6:30 1. Welcome and Introductions
- 6:35 2. Additions to the Agenda
- 3. Approval of the Agenda
- 6:40 4. Approval of the Minutes from June 3, 2019
- 6:42 5. Business Arising from the Minutes
- 6:45 6. Elections for Division School Council – Chair, Vice Chair, Recording Secretary, Committee representatives

Division Policy Advisory Committee:

Purpose is to advise on the development of Division policies, in consultation with those who will be impacted by them, for consideration by the Board. Meetings afternoons from 12:15 to 3:30 pm, dates are October 16, November 13, January 8, February 5, March 11, April 1 and May 6.

Poverty Intervention Committee:

Purpose is:

To improve educational opportunities and achievement of students affected by poverty.

To determine the Division'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 are October 1 (4 pm), December 4 (1 pm), March 3 (1 pm) and May 6 (1 pm)

Division Wellness Committee:

General purpose is to promote and facilitate healthy lifestyles among students, families and staff of the Division.

meeting 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/times TBD (meetings are held during the day)

Community Engagement Committee:

General purpose is to develop and implement strategies for the Board to fully engage all sectors of the community. Meeting dates/times TBD (evening meetings starting at 6:00 pm, 5-6 meetings per year). First meeting will be held Thursday, October 10, 2019.

- 7:05 7. Trustee Report
- 7:10 8. Alberta School Councils Association - Allison Pike
- 7:20 9. Superintendent's Report – Cheryl Gilmore (Rik Jesse to attend on Cheryl's behalf)
- School Council learning sessions (brainstorm ideas)
 - June DSC meeting
 - Division School, Council Guidelines and Board support for School Councils
 - School Council Membership List (Communications Officer puts list together from school website request link)
 - Inclement weather guidelines
 - School Calendar for 2020-21 and 2021-22. Need parent representation for calendar meeting to look at draft. Two Division School Council representatives. Meeting: Thursday, October 10 at 3:30 – 4:30
 - District School Council name change to Division School Council
10. 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
- 7:35 11. Adjournment

Division School Council 2018-2019 Meeting Dates

November 4, 2019
December 2, 2019
January 13, 2020
February 4, 2020 Town Hall Meeting
March 2, 2020
April 6, 2020
May 4, 2020
June 1, 2020 – Dinner meeting

2018-2019 Division School Council Representatives

Chair	Joy Morris
Vice Chair	Heather Paul
Recording Secretary	Lyvia Hughes
Policy Advisory Committee	Allison Pike
	Alternate - Joy Morris
Poverty Intervention Committee	Heather Paul
	Alison Alma-North
Division Wellness Committee	Shannon Pratt
	Alternate – Amber Johansen

SAPDC
Community Engagement Committee

Hollie Tarasewich
Pauline Hall
Heather Paul
Allison Pike
Lyvia Hughes
Amber Johansen
Cynthia Young
Hollie Tarasewich

District School Council Minutes for June 3, 2019

1. Welcome

2. Approval of Agenda

Approved – Tisha Elford, Seconded by Edna Asem CARRIED

3. Approval of Minutes of May 6, 2019

Approved – Corrinne Steele; Seconded by Patti Bandstra CARRIED

4. Business Arising from the Minutes None

5. Trustee Report

Trustee Tyler Demers highlighted the Board meeting information: Friends of 51; Honoring Spirit Indigenous Awards; Public presentation by Allison Pike advocating for increased assistant compensation; Memorandum of Settlement – CUPE 290; In recognition of CUPE 2843 also provided the same bonus as negotiated with CUPE 290; Non-union staff also recognized; Budget Open House – Tuesday June 18 @ 6:30 p.m. Board Room

6. ASCA – Allison Pike No report

7. Reports:

7.1. SAPDC – May 3 2019

Allison not here. Cheryl Gilmore reported that much of what SAPDC had planned for the spring was cancelled due to a freeze of professional learning during the election. Everything should be back to normal with respect to volume and delivery in the fall.

7.2. District Policy Advisory Committee – May 8, 2019

Five policies have been sent out to stakeholders for feedback: FNMI Policy; Religious and Patriotic Instruction; Wellness; Parent/ Teachers Interviews; Whistleblower. These policies will go to the Board in June.

7.3. Poverty Intervention Committee – May 22, 2019

Poverty Intervention luncheon

Meeting – new policy with poverty group guiding how funds are distributed; more of a focus will be on basic needs (e.g. breakfast and lunch programs, clothing)

8. New Business None

9. Superintendent's Report

9.1. Provincial news ... no news to present

Recounted that the Board and Executive Council met with MLAs Shannon Phillip and Nathan Neudorf.

10. Roundtable Reports

Galbraith – Jump Day combined with Sports Day (fundraising for the Heart and Stroke Foundation)

Lakie – the entire school went to University for Track Day – amazing school spirit – really appreciated

Chinook – hosted the Provincial Student Leadership Conference

Senator Buchanan – Outdoor Build Day

Paterson – Math competition (University of Waterloo Math Contests – google – different grades have different titles) – engages students at all levels (students do not need to be at an advanced level); not expensive \$4.00/student; is a great opportunity.

11. Adjournment 7:10 pm



LETHBRIDGE SCHOOL DISTRICT NO. 51
Board of Trustees
433-15 St. S., Lethbridge, Alberta, T1J 2Z5
PHONE: 403-380-5301
FAX: 403-327-4387
www.lethsd.ab.ca

TRUSTEE report to school councils:

June 25, 2019

BUDGET MEETING

1. Opening Comments/Review of Belief Statements

Trustees had the opportunity to make general comments on the budget and identify particular issues. The Board's budget belief statements were also reviewed.

2. Revenues

Debate in this section focused on revenues, including fees, inter-fund transfers, etc.

Total revenues and the allocation to each block was finalized. Fee information was attached, which included fee overview, the summary of significant changes and the 2019-2020 detailed proposed school fee listing.

The Board approved the 2019-2020 School Fee Schedule as presented. The Board approved the revenues for the 2019-2020 Budget as presented.

3. Expenditures

Debate occurred in five sections:

- Instructional Block

The Board approved the Instructional Block expenditures of the 2019-2020 Budget as presented.

- Governance and System Administration

The Board approved the expenditures for Governance and System Administration of the 2019-2020 Budget as presented, and not to exceed the 3.6% cap.

- Operations and Maintenance

The Board approved the expenditures for Operations and Maintenance of the 2019-2020 Budget as presented.

- Transportation

The Board approved the expenditures for Transportation of the 2019-2020 Budget as presented.

- Capital

The Board approved the Capital and Debt Services expenditures of the 2019-2020 Budget.

4. Budget Approval

After consideration of the budget assumptions used in developing the budget and board budget beliefs and priorities:

The Board approved the 2019-2020 Budget for Lethbridge School District No. 51, as detailed in the previous motions, and authorized administration to allocate and expend funds in accordance with the budget.

The complete Board Budget Meeting agenda, which breaks down all of the information voted upon above, can be found here: [AGENDA](#)

Preliminary budget documents can be found at the following link, under the 2019-2020 Financial Information heading, under Operating Budget(s): [BUDGET](#)

A story on the approval of the 2019-2020 preliminary budget can be found here: [APPROVED](#)

BOARD OF TRUSTEES

Clark Bosch, Christine Light, Tyler Demers, Jan Foster, Donna Hunt, Doug James, Lola Major

REGULAR MEETING

1. Friends of 51 Awards

The Friends of 51 Awards provide formal recognition to individuals or groups who, as determined by the Board of Trustees, have provided significant service or contributions to Lethbridge School District No. 51.

Recipients in attendance will be:

- Tony Vanden Heuvel, Director of Community Services, City of Lethbridge
- Abby Slovack, Land Development Manager, City of Lethbridge
- Michael Kelly, General Manager of Real Estate & Land Development, City of Lethbridge
- Dr. Jeanine Webber, Dean, Centre for Justice & Human Services, Lethbridge College
- Lorraine Leishman, Educational Assistant Program Instructor, Lethbridge College
- Dave Wells, Southern Alberta Interscholastic Administrative Council (SAIAC)

The Board presented the awards to the recipients in attendance.

More information on the award winners can be found here: [FRIENDS](#)

2. ICE Scholarships

Canada 150 Innovation Creativity and Entrepreneurship (ICE) is an annual scholarship awarded by Lethbridge School District No. 51. The awards seek to recognize student innovation, in keeping with the District's vision: Learners are innovative thinkers who are successful, confident, respectful and caring.

Winners of the 2019 Canada ICE Scholarships are:

- Linda He (Chinook High School, Grade 10) - Epistemic Responsibility
- Kanyon Jarvie & Amy Quan (WCHS, Grade 9) – Go Nutty
- Maiya Clapton (WCHS, Grade 11) - Spatial Awareness
- Dewuni De Silva & Michelle Wu (WCHS, Grade 11) - Tailings Ponds

The students were invited to attend the June Board meeting.

The Board congratulated the winners of the ICE Scholarships and presented them with a cheque and certificate.

More information on the scholarship winners can be found here: [ICE](#)

3. Approval of International Trip - LCI

Lethbridge Collegiate Institute requested approval to take a group of students to Washington, D.C. and New York City, N.Y., USA from April 13 to April 18, 2020. The trip would be organized through Explorica. Information regarding the educational benefits of the trip and the proposed itinerary was attached. The estimated cost per student is \$2,372. Fundraising opportunities will be available to students to offset the cost of the trip.

The Lethbridge Collegiate Institute trip to Washington, D.C. and New York City, N.Y., USA from April 13 to April 18, 2020 was approved, on the condition that all district policies and procedures are strictly followed.

4. Approval of International Trip - Chinook

Chinook High School requested approval to take a group of choral students on a music festival trip to Anaheim, California, USA from April 23 to April 27, 2020. The trip would be organized through Affinity Group Tours. Information regarding the educational benefits of the trip and the proposed itinerary was attached. The estimated cost per student is \$1,975.

Fundraising opportunities will be available to students to offset the cost of the trip.

The Chinook High School music festival trip to Anaheim, California from April 23 to 27, 2020 was approved, on the condition that all district policies and procedures are strictly followed.

5. Policy Review

District policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, District School Council, each of the employee groups, and District and school administration.

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5. Policy Review

The Board adopted the revisions to the policies as presented by the Policy Advisory Committee, or as amended.

- 502.1 - Appendix A Student Code of Conduct (note that it is currently a provincial requirement to review the Student code of Conduct by June 30 of each year and confirm the review by a Board resolution). - Reviewed
- 400.3 - Whistleblower Protection - Amended
- 504.2 - Wellness in Schools - First reading
- 602.4 - First Nationals, Metis and Inuit Education - First Reading
- 602.8 - Religious and Patriotic Instruction/Activities - Amended
- 604.3 - Locally Developed Courses - Amended
- 609.6 - Parent-Teacher Interviews - Amended

The policies can be found beginning on Page 23 of the [AGENDA](#).

6. Third Quarter Financial Report

The 2018-2019 Third Quarter Financial Report for the District is provided for review. Director of Finance, Mark DeBoer, will be in attendance to respond to any questions trustees may have. The Board received the 2018-2019 Third Quarter Financial Report as presented. The full report can be found, starting on Page 41 of the [AGENDA](#).

7. May Board Public Forum - Response

Concern was expressed regarding the level of compensation for Education Assistants in the District. The full response to the public forum inquiry can be found on Pages 76 and 77 of the [AGENDA](#).

8. Public Forum

Allison Pike requested the Board find ways to give educational assistants more time earlier in the day to prepare for their students, and for the Board to investigate ways to make EA positions more desirable. She also urged the Board to advocate strongly to the provincial government to provide the supports students need going forward.

9. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business Affairs; Rik Jesse, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent, Instructional Services, delivered their respective reports for the Board. To read the reports in full, see Page 79 of the [AGENDA](#).

10. Administration Appointments

The complete list of administration appointments for 2019-2020 can be found on Page 101 of the [AGENDA](#)

11. Board Reports

Reports were delivered for Alberta School Boards Association (ASBA) Spring General Meeting, District School Council, Facilities Committee, Community Engagement Committee and Board Budget Committee. The reports begin on Page 105 of the [AGENDA](#).

BOARD OF TRUSTEES

Clark Bosch, Christine Light, Tyler Demers, Jan Foster, Donna Hunt, Doug James, Lola Major

NEXT MEETING:

Tuesday, September 24, 3:30 p.m.
(public forum begins at 5 p.m.)

Education Centre Boardroom - 433-15 St. S.





LETHBRIDGE SCHOOL DIVISION
Board of Trustees
433-15 St. S., Lethbridge, Alberta, T1J 2Z5
PHONE: 403-380-5301
FAX: 403-327-4387
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TRUSTEE report to school councils:

September 24, 2019

1. Website Presentation

Communications Officer Garrett Simmons delivered a presentation to the Board in regards to the new Division website. Late in the 2018/2019 school year, the Division switched website providers. The Division website, and all school websites, have been switched to the BoxClever for Education platform. Simmons highlighted the new features of the websites, and outlined the Division's social-media strategy.

2. Approval of International Trip - G.S. Lakie

G.S. Lakie Middle School requested approval to take a group of music students on a tour of musical historical sites in Nashville, Tennessee, USA from April 28 to May 3, 2020. Information regarding the educational benefits of the trip and the proposed itinerary were attached. The estimated cost per student is \$1,885. Fundraising opportunities will be available to students to offset the cost of the trip.

The G.S. Lakie Middle School tour of musical historical sites in Nashville, Tennessee, USA from April 28 to May 3, 2020 was approved, on the condition that all division policies and procedures are strictly followed.

3. Approval of International Trips - Chinook

Chinook High School (CHS) requested approval to take a group of drama students on a theatre trip to New York City, New York, USA from April 2 to April 8, 2021. The educational benefits of the trip and the proposed itinerary were attached. The estimated cost per student is \$3,500. Fundraising opportunities will be available to students to offset the cost of the trip.

CHS is also requesting approval to take a group of students on a Treasures of Eastern Europe trip over Easter of 2021. The trip would be organized through EF Tours, the largest most reputable travel company in the world. The educational benefits of the trip and the proposed itinerary are attached. The estimated cost per student is \$4,500. Fundraising opportunities will be available to students to offset the cost of the trip.

The CHS theatre trip to New York City, New York, USA from April 2 to April 8, 2021 was approved, on the condition that all division policies and procedures are strictly followed.

The CHS Treasures of Eastern Europe trip over Easter of 2021 was approved, on the condition that all division policies and procedures are strictly followed.

4. Policy Review

District policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, District School Council, each of the employee groups, and District and school administration. The Board adopted the revisions to the following policies:

602.4 First Nations, Métis and Inuit Education - Removal

602.4 First Nations, Métis and Inuit Education - Second reading and third reading

504.2 Wellness in Schools - Second reading and third reading

The policies can be found beginning on Page 38 of the [AGENDA](#).

BOARD OF TRUSTEES

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5. Division School Council Meetings

The following are the dates Division School Council meetings will be held in the Board Room at the Education Centre, starting at 6:30 p.m.:

October 7, 2019

November 4, 2019

December 2, 2019

January 13, 2020

February 4, 2020 – Town Hall Meeting

March 2, 2020

April 6, 2020

May 4, 2020

June 1, 2020

The Board received the report as information.

6. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business Affairs; Rik Jesse, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent, Instructional Services, delivered their respective reports for the Board. To read the reports in full, see Page 87 of the [AGENDA](#).

7. Public Forum - Response

The Division provided a written response to a concern brought forward during the June 25 meeting. The concern was in regards to budgetary support for educational assistants, and hiring of EAs to support student growth. The Board response can be found on Page 101 of the [AGENDA](#).

8. ASBO Meritorious Budget Award (MBA)

The Association of School Business Officials International (ASBO) has awarded Lethbridge School Division with the Meritorious Budget Award during the 2019-2020 budget year. The award promotes and recognizes excellence in school budget presentation and is conferred only to school jurisdictions whose budgets have undergone a rigorous review of professional auditors and have met or exceeded the program's stringent criteria. The ASBO media release announcing the award was attached.

The Board received the report as information and congratulated Mark DeBoer, Director of Finance.

More information about the award can be found here: [ASBO](#)

9. Board Reports

Reports were delivered for the Facilities Committee, Joint City of Lethbridge/School Boards, Board Audit Committee and the Division Wellness Committee. The reports begin on Page 115 of the [AGENDA](#).

BOARD OF TRUSTEES

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NEXT MEETING:

Tuesday, October 22, 3:30 p.m.
(public forum begins at 5 p.m.)

Education Centre Boardroom - 433-15 St. S.

