



December 7, 2020

6:00 pm – Virtual Presentation *Mental Health and Social Anxiety* with Kathy Mundell

6:30 pm – Virtual Meeting via Microsoft Teams

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 November 2, 2020
- 6:42 5. Business Arising from the Minutes
- 6:45 6. Trustee Report
- 6:50 7. Alberta School Councils Association - Allison Purcell-Pike
- 7:00 8. Superintendent's Report – Cheryl Gilmore
- 9. 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
- 7:20 10. Adjournment

Division School Council 2020-2021 Meeting Dates

January 11, 2021

February 2, 2021 Town Hall

March 1, 2021

April 12, 2021

May 3, 2021

June 7, 2021

2020-2021 Division School Council Representatives

Chair	Allison Purcell-Pike
Vice Chair	Alison Alma-North
Recording Secretary	Danielle Aubin
Policy Advisory Committee	Shannon Pratt Allison Purcell-Pike
Poverty Intervention Committee	Jamie Walburger Alison Alma-North (alternate)
Division Wellness Committee	Edna Asem Shannon Pratt (alternate)
Community Engagement Committee	Ryan Hartford Duane Pike Allison Purcell-Pike Shelley Roest

District School Council Minutes for November 2, 2020

- 1. Welcome and Introductions - 7:09pm**
- 2. Additions to the Agenda**
 - 2.1. none
- 3. Approval of Agenda – accepted as presented – 7:11pm**
 - 3.1. Tisha Elford
 - 3.2. Danielle Aubin
- 4. Approval of the Minutes of October 5, 2020 – 7:13pm**
 - 4.1. Tisha Elford
 - 4.2. Shelley Roest
- 5. Business Arising from the Minutes – 7:15pm**
 - 5.1. See schedule of “School Council 2020-2021” attached
 - 5.2. Some degree of flexibility for having parents coming into the school to assist in fundraisers (e.g. distribution of products when students are not in the school and not circulating through the school), this must be arranged on an individual school level with administrators. Food must be pre-packaged and sealed, they cannot be homemade.
- 6. Trustee Report – 7:22pm**
 - 6.1. Annual organizational meeting at the end of October, elections were held. Cristine Light was elected as the Chair and Tyler Demers was elected Vice Chair. See Trustee report attached to the agenda for more detail. Public Forum details can be found on the Division website. Trusteeships are 4-year terms and are given an honorarium, details are listed on Division website.
 - 6.2. Question regarding school resource officers in schools and the concerns of students of a visible minority. A framework for review of this is in the works.
- 7. Alberta School Councils Association Report – 7:30pm**
 - 7.1. albertaschoolcouncils.ca
 - 7.1.1. Parent survey to complete, quite extensive, and long and also asks some identifying information, due November 6.
 - 7.1.2. Online sessions available to the School Councils on bylaws, how to run a web meeting, etc.
- 8. Superintendent’s Report – 7:34pm**
 - 8.1. Re-Entry Plan – covered during the Information Session at 6pm, also on the Youtube channel to view again
- 9. Roundtable Reports – 7:35pm**
 - 9.1. Please ensure that School Representatives submit these prior to the meeting so that they can be included and covered
- 10. Adjournment – 7:36pm**

School Council 2020-2021

Date	Special Notes	Presenters
October 5, 2020	Elections	N/A
November 2, 2020	COVID 19- impact on facilities operations and instructional delivery Guide to Decision Making	Cheryl Gilmore/ Morag Asquith
December 7, 2020	Mental Health (including use of technology and social anxiety)	
January 11, 2021	Physical Activity	Morag
February 2, 2021	Town Hall MAY BE VIRTUAL	
March 1, 2021	Inclusive Learning [support structure since end of RCSD]	Ann
April 12, 2021	Celebration of Learning [celebrate some at-home learning or in-school innovative practices]	Cheryl arrange for schools/ students
May 3, 2021	Roundtable discussion on topic(s) of interest Topic TBD	TBD
June 7, 2021	Roundtable discussion on topic(s) of interest Topic TBD	TBD

Brainstorming session:

Mental Health – what is being offered in schools; what is being offered to at home learners? Identification of need?

Use of technology and social anxiety

Technology

Physical activity

Inclusive learning – how to access supports that are no longer available

English Second Language – engagement of parents; fostering relationships

Sessions over the last 3 years:

2019-20 – 1) Technology – access to software/ social media (2) Mental health – school programs and external resources/ adolescent welfare (3) Funding (how we are funded and how it is distributed) (4) FNMI – role of School Councils re: inclusive approach and TRC Calls to Action. Did NOT get to: MLA Lethbridge East visit scheduled for April or Inclusive Practices in Lethbridge School Division/ Voice from the Diversity Table Conversation

2018-19 – 1) Technology – what programs do students access at school/ have access to at home? Websites that support student learning 2) Engaging FNMI parents in School Council 3) Curriculum – significant shifts 4) Inclusive Learning 5) Social Media 6) Innovative practices in science and technology in the District

2017-18 – 1) Opioid Crisis and School Division Response 2) FNMI – Blanket Exercise for parents 3) Parent Concerns, Interests and Questions – Where do I go? *And* Governance Structures – public education 4) Secondary - Career Development – transitions – school to work and school to school *AND* Elementary – Update on numeracy and literacy 5) Supporting Student Diversity 6) Innovative practices in science and technology in the District



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TRUSTEE report to school councils:

November 24, 2020

1. Presentation - Student Services for At-Home Learners

Jesse Sadlowski, the Division's Director of Technology, delivered a presentation that outlined the supports the Division provides to at-home learners. Sadlowski added the Division's at-home-learning strategy is based around Microsoft 365 and the TEAMS video platform.

2. Presentation - 2020 Honouring Spirit Award

The Alberta School Boards Association awarded Division student Roshelle April Daniels (Dr. Probe) with an Honouring Spirit: Indigenous Student Award. The award certificate was attached. The award to Daniels will be presented at the school. The Board received the report as information.

3. Policy Review

Division 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, Division School Council, each of the employee groups, and Division and school administration. Co-ordinator of Learning and International Education, Trish Syme co-ordinates the meetings.

At the Nov. 24 meeting, the following policies were up for review:

Policy 201.3 - General Powers and Duties of the Board - Amended

Policy 203.1 - Policy Development - Amended

Policy 204.2 - Regular Board Meetings - Amended

Policy 204.3 - Special Board Meetings - Amended

Policy 204.4 - In Camera Board Meetings - Amended

Policy 204.6 - Organizational Meetings - Amended

Policy 204.10 - Board Meeting Agendas - Amended.

4. Division Three Year Education Plan and Annual Education Results Report

Alberta Education requires that each school jurisdiction develop a Three-Year Education Plan (3YEP) which incorporates the vision, priorities, and strategies developed by the Board in consultation with stakeholders in the Division. Alberta Education requires that the formally approved 3YEP combined with the Annual Education Results Report (AERR) be approved by the Board and posted on the jurisdiction website by November 30.

The Education Plan serves as a template for implementation of strategies, professional learning activities, and financial planning in the Division. Coordinator of Learning and International Education, Trish Syme has been instrumental in coordinating the production of the 3YEP / AERR document.

The Education Centre leadership team worked collaboratively to provide input into the plan.

The priorities and major strategies in the plan were developed by the Board subsequent to input received at the annual Town Hall Meeting and consultation with Division and school administration.

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BOARD OF TRUSTEES

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

4. Division Three Year Education Plan and Annual Education Results Report CONTINUED FROM PREVIOUS PAGE...

The results in the report contain Information from the provincial 2019-20 Accountability Pillar Report including the Provincial Achievement Tests and Diploma Exams.

The Board approved the combined Three-Year Education Plan and 2019-20 Annual Education Results Report as presented or as amended. The reports can be found here: [AERR](#)

5. 2019-20 Audited Financial Statement

School jurisdictions are required to submit an audited financial report to Alberta Education.

Will Zobell, Partner and Avice DeKolver, Manager from BDO Canada LLP will attend the meeting to speak to the audited financial statement. The Board approved the Audited Financial Statements for the 2019-20 fiscal year as presented. The Audited Financial Statements can be found on Page 31 of the [AGENDA](#).

6. 2020-21 Budget Update

The Lethbridge School Division Year-End Report can be found on Page 63 of the [AGENDA](#).

7. Indigenous Education Committee Terms of Reference

The Indigenous Education Committee reviewed and updated the Terms of Reference, which were attached.

The Board approved the Indigenous Education Committee Terms of Reference, as presented.

8. Public Forum - Responses to Oct. 27 Board of Trustees Public Forum Submissions

A response to the Oct. 27 public forum submission from Joy Morris can be found on Page 161 of the [AGENDA](#).

9. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business Affairs; Mike Nightingale, 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 163 of the [AGENDA](#).

10. Donations and Support

Lethbridge School Division is fortunate to be in a community that strongly supports programs and services for students. Listed below are the donations and support received by the Division.

Dr. Probe School received donations for their laptop fundraiser from the following companies:

- \$5,000 – TIMCO Hoist Services
- \$1,000 and higher – Cut & Dried Coatings Ltd., Davis, Shaw & Associates, Two Guys and a Pizza Place, BJD Electric, and Dr. Probe Parent Council
- \$500 and higher – The Francis Family
- \$250 and higher – PM Projects, Rutledge Family, Butler Family, Ella & Bella Gao, Edmonds Family, Tim Hortons (westside locations), and Disability Tax Credit Canada Solutions

The Board received the summary as information.

11. Board Reports

Reports were delivered for the Indigenous Education Committee, Division School Council, ATA Local Council, Community Engagement Committee, Board Audit Committee, ASBA Annual General Meeting and the Policy Advisory Committee. The reports begin on Page 187 of the [AGENDA](#).

BOARD OF TRUSTEES

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

NEXT MEETING:

**Tuesday, November 24, 3:30 p.m. (public forum begins at 5 p.m.)
Education Centre Boardroom - 433-15 St. S.**



Division School Council School Highlights

School:	Dr. Gerald Probe Elementary
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School Highlights

Dr. Probe Elementary has enjoyed a successful and rewarding start to the school year. We have capitalized on a nutrition grant to support students through a safe and healthy snack-bin program as well as bagged lunches to ensure all students have access to food while at the school. Additionally, Dr. Probe staff members secured a wellness grant from the school division that funded the purchase of 10 stationary bikes and an elliptical trainer. These pieces of exercise equipment have made their way into our hallways and have offered students opportunities for additional intensive movement breaks to help with focus and regulation. Our focus on health and wellbeing during COVID has also seen the planning and implementation of wellness curriculum in grades 1-5 that support students with strategies and awareness surrounding their own mental and physical health and wellbeing.

Our grade 5 students were able to collaborate within their cohorts (both in-school and at-home) to develop and film a Remembrance Day presentation that was shared with our parent community. The success of this format has been the inspiration for our upcoming Christmas celebration that will be shared with our entire community and be representative of all of our students and their many talents.

Grade 5 teacher, Mrs. Jennifer LaGrandeur, was recently contracted to do the art for Jody Carrington's upcoming work. Our grade 2/3 teacher, Bobbie Mackinnon, was recently recognized for her work piloting "Number Talks" in her classroom and for her presentation to the numeracy committee. One of our grade 3 students, Roshelle Daniels, is the recipient of the 2020 Honouring Spirit: Indigenous Student Awards - Honourable Mention Certificate.

Participation in Decision-Making and/or Advocacy

As was the case division-wide, at Probe we have worked together in developing procedures that help prioritize the safety of students and staff considering our current pandemic. Many of these decisions have been informed by multiple stakeholders and have been well received by the entire community.

We recently decided to switch gears from fundraising for our playground expansion and resurfacing to raise money for 90 new laptops. We felt this was a more pertinent need at the moment, given the circumstances. We just recently reached our goal of \$40,000 in just over a month thanks to local business, families of the school and teachers.

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

In collaboration with our school council, we have launched and successfully raised over \$20,000 to secure appropriate funds in replacing our outdated laptops. A true community initiative, funds have been contributed by local businesses, parents and

families of the school, staff members, our University of Lethbridge practicum students and even Probe students.

ABC fundraiser for the playground raised just over \$16,000.

Started doing a monthly popcorn Friday in which we sell pre-packed and sealed bags of Kernels popcorn. The proceeds are going towards expanding our playground. Each month more and more families order. We raise approximately \$300 per month.

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

Raising money and accessing grants to replace the surface of our playground.

Finding continued ways to connect what is happening within the school with the community at large.

The biggest issue at hand right now is generating / raising cash for resurfacing and adding two new pieces to our current playground. It is too small for the amount of kids we have and it desperately needs a new surface.

Best Practices

Exploratory Fridays – kids would have “options” such as yoga, drawing, etc. Each Friday they would go with the teacher in charge of that option and get to experience new things and learn new skills with kids that were not usually in their class. They really looked forward to it.

Division School Council School Highlights

School:	GS Lakie
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School Highlights:

Staff Appreciation- Halloween treat boxes-- "Although these treats are bite size our thanks for you is full size"
Halloween Murder Mystery, engaged the entire school and online learners
KOVID KITCHEN- humorous baking with admin
Movember- staff grew moustaches and raised funds for prostate cancer

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?):

Working on Halo Headband fundraiser to raise funds for Breast Cancer in Honour of Sharon Mezei-- Coming in January on School Cash. (Open to the whole Division to purchase or donate)

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)*

Went virtual for PTA meetings due to increased COVID cases

**Division School Council
School Highlights**

School:	Mike Mountain Horse
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School Highlights:

Staff Appreciation- Wendy's coupons for fries and Frosty's
Virtual Carolling Event- Hot Chocolate packets and candy canes w/ message from Santa

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?):

Completed fundraising of Mixing spoon jars and Ben Beef Jerky
--Mixing Spoon Jars a big hit with lots of varieties

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)*

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**Division School Council
School Highlights**

School:	Park Meadows Elementary
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School Highlights:

Rock your mocs Day was Nov19, Crazy hair day was Nov 21.
We will be doing juice and cookies on the last 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?)*

We voted to not have a meeting in December
We also voted not to do a social before new restrictions were announced.

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

Monster mash Dance-a-thon was successful, we raised over \$14000. We are putting the money towards a laptop cart.

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)*

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