



AGENDA

Lethbridge School Division
School Board
Regular Meeting

Tuesday, December 15, 2020

via Microsoft Teams

3:30 P.M.

3:30 p.m. **1. Approval of Agenda**

3:32 p.m. **2. Approval of Minutes**

If there are no errors or omissions in the minutes of the Regular Meeting of November 24, 2020 it is recommended that the minutes be approved by the Board and signed by the Chair.

3:34 p.m. **3. Business Arising from the Minutes**

4. Presentations

3:40 p.m. **5. Action Items**

5.1 Technology Evergreening Plan

Enclosure 5.1

3:45 p.m. **6. Division Highlights**

7. Information Items

3:50 p.m. 7.1 Board Chair Report

7.1.1 Board Donations in Lieu of Christmas Treats

Enclosure 7.1.1

3:55 p.m. 7.2 Associate Superintendent's Reports

7.2.1 Business Affairs

Enclosure 7.2.1

7.2.2 Human Resources

Enclosure 7.2.2

7.2.3 Instructional Services

Enclosure 7.2.3

4:25 p.m. 7.3 Superintendent Report

7.3.1 Board Priorities Report

Enclosure 7.3.1

7.3.2 Acknowledgements of Excellence

Enclosure 7.3.2

7.3.3 Donations and Support

Enclosure 7.3.3

7.3.4 Calendar of Events

Enclosure 7.3.4

8. Reports

4:40 p.m. 8.1 Community Engagement Committee
– December 3, 2020

Enclosure 8.1

8.2 Division School Council – December 7, 2020

Enclosure 8.2

8.3 Poverty Intervention Committee
– December 9, 2020

Enclosure 8.3

4:55 p.m. **9. Correspondence**
None at this time

5:00 p.m. Public Forum

5:00 p.m. **Adjournment**

MINUTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD NOVEMBER 24, 2020.

IN ATTENDANCE:

Trustees: Christine Light; Tyler Demers; Clark Bosch; Jan Foster; Doug James;
Donna Hunt

Administrators: Cheryl Gilmore; Mike Nightingale; Morag Asquith; Christine Lee
LeeAnne Tedder (Recorder)

Regrets: Lola Major

The Board Meeting was live streamed via YouTube to facilitate public attendance while maintaining physical distancing related to COVID-19.

The Chair called the meeting to order at 3:39 p.m.

1. Approval of Agenda

Addition: Premier Kenney's address - recess at 4:30 p.m.

Move: Audited Financial Statement into presentations section.

Trustee Donna Hunt moved:

"to approve the agenda, as amended." **CARRIED UNANIMOUSLY**

*Approval of Agenda
6591/20*

2. Approval of Minutes

Trustee Jan Foster moved:

"that the minutes of the Regular Meeting of October 27, 2020 be approved and signed by the Chair." **CARRIED UNANIMOUSLY**

*Approval of Minutes –
Regular Meeting
6592/20*

Trustee Doug James moved:

"that the minutes of the Organizational Meeting of October 27, 2020 be approved and signed by the Chair." **CARRIED UNANIMOUSLY**

*Organizational
Meeting 6593/20*

3. Business Arising from the Minutes

There was no business arising from the minutes.

*Business Arising from
the Minutes*

4. Presentations

4.1 Student Services for At-Home Learners – Jesse Sadlowski

*Presentations
Student Services for
At-Home Learners*

4.2 2020 Honouring Spirit Award - Roshelle Daniels
The award was presented at the school.

*Indigenous student
award*

The meeting was suspended at 4:25 p.m. for Premier Kenney's address.

4.3 Premier Jason Kenney address.

Premier's address

The meeting reconvened at 4:45 p.m.

5. Action Items

Action Items

5.1 Policy Review

Board of Trustees reviewed policies presented.

Trustee Doug James moved:

"to approve Policy 201.3 General Powers and Duties of the Board, as amended."
CARRIED UNANIMOUSLY

*Policy 201.3 General Powers and Duties of the Board
6594/20*

Trustee Doug James moved:

"to approve Policy 203.1 Policy Development, as amended."
CARRIED UNANIMOUSLY

*Policy 203.1 Policy Development
6595/20*

The meeting was suspended at 4:50 p.m. to hear the Premier's address.
The meeting reconvened at 5:27 p.m.

Public Forum – On-line submissions are available for future submissions.

Public Forum

Policy 204.2 was sent back to Policy Advisory Committee with suggested changes.

Trustee Doug James moved:

"to approve Policy 204.3 Special Board Meetings, as amended."
CARRIED UNANIMOUSLY

*Policy 204.3 Special Board Meetings
6597/20*

Trustee Doug James moved:

"to approve Policy 204.4 In Camera Board Meetings, as amended."
CARRIED UNANIMOUSLY

*Policy 204.4 In Camera Board Meetings
6598/20*

Trustee Doug James moved:

"to approve Policy 204.6 Organizational Meetings, as amended."
CARRIED UNANIMOUSLY

*Policy 204.6 Organizational Meetings
6599/20*

Trustee Doug James moved:

"to approve Policy 204.10 Board Meeting Agendas, as amended."
CARRIED UNANIMOUSLY

*Policy 204.10 Board Meeting Agendas
6600/20*

5.2 Three Year Education Plan and 2019-20 Annual Education Results Report

Trustee Donna Hunt moved:

"to approve the combined Three-Year Education Plan and 2019-20 Annual Education Results Report, as presented."

*3YEP and AERR
6601/20*

CARRIED UNANIMOUSLY

- 5.3 2019-20 Audited Financial Statement
Avice De Kolver, Manager with BDO Canada LLP spoke to the financial statements.
Trustee Tyler Demers moved:
“to approve the Audited Financial Statements for the 2019-20 fiscal year, as presented.” **CARRIED UNANIMOUSLY**
*2019-20 Audited Financial Statements
6602/20*
- 5.4 2020-21 Budget Update
Trustee Donna Hunt moved:
“to approve the Budget Update for the 2020-21 fiscal year, as presented.” **CARRIED UNANIMOUSLY**
*2020-21 Budget Update
6603/20*
- 5.5 Indigenous Education Committee Terms of Reference
Trustee Donna Hunt moved:
“to approve the Indigenous Education Committee Terms of Reference, as presented.” **CARRIED UNANIMOUSLY**
*Indigenous Education Committee Terms of Reference
6604/20*
6. Public Forum Response
- 6.1 October Public Forum Submission
Public Forum Submission from Joy Morris
Public Forum Submission
- 6.2 Public Forum Response
Public Forum response to Joy Morris
Public Forum Response
7. Division Highlights
Donna - Arts Alive award winners displayed at Japanese Gardens, Chinook awards, and A.S.B.A. AGM.
Christine - Arts Alive awards and Dr. Plaxton School Principal selection.
Division Highlights
8. Information Items
Information Items
- 8.1 Board Chair Report - none
- 8.2 Associate Superintendent Reports
Associate Superintendent Reports
- 8.2.1 Business Affairs
Associate Superintendent Christine Lee provided a written Business Affairs report.
Business Affairs
- 8.2.2 Human Resources
Associate Superintendent Mike Nightingale provided a written Human Resources report.
Human Resources

8.2.3	<u>Instructional Services</u> Associate Superintendent Morag Asquith provided a written Instructional Services report.	<i>Instructional Services</i>
8.3	<u>Superintendent Reports</u>	<i>Superintendent Report</i>
8.3.1	<u>Acknowledgements of Excellence</u> Acknowledgments of Excellence were shared. In the future schools will showcase activities and events in their school in the coming months.	<i>Acknowledgements of Excellence</i>
8.3.2	<u>Board Priorities Report</u> Board Priorities were included in the agenda.	<i>Board Priorities</i>
8.3.3	<u>Donations and Support</u> Dr. Probe laptop fundraiser.	<i>Donations and Support</i>
8.3.4	<u>Calendar of Events</u> The Calendar of Events was reviewed.	<i>Calendar of Events</i>
9.	<u>Reports</u>	<i>Reports</i>
9.1	<u>Indigenous Education Committee</u> Trustee Donna Hunt provided a written report from the Indigenous Education Committee meeting held October 28, 2020.	<i>Indigenous Education Committee</i>
9.2	<u>Division School Council</u> Trustee Christine Light provided an oral report from the Division School Council meeting held November 2, 2020.	<i>Division School Council</i>
9.3	<u>ATA Local Council</u> Trustee Donna Hunt provided a written report from the ATA Local Council meeting held November 4, 2020.	<i>ATA Local Council</i>
9.4	<u>Community Engagement Committee</u> Trustee Jan Foster provided a written report on the Community Engagement Committee meeting held November 5, 2020.	<i>Community Engagement Committee</i>
9.5	<u>Board Audit Committee</u> Trustee Tyler Demers provided a written report on the Board Audit Committee meeting held November 17, 2020.	<i>Board Audit Committee</i>
9.6	<u>A.S.B.A. Annual General Meeting</u> Trustee Donna Hunt provided a written report on the A.S.B.A. Annual General meeting held November 18, 2020.	<i>A.S.B.A. Annual General Meeting</i>

9.7 Policy Advisory Committee

Trustee Lola Major provided a written report on the Policy Advisory Committee meeting held November 18, 2020.

*Policy Advisory
Committee*

10. Correspondence

Greater St. Albert Catholic Schools – October 30, 2020.

Correspondence

The meeting adjourned at 6:00 p.m.

Adjournment

Christine Light,
Chair

Christine Lee,
Associate Superintendent
Business Affairs

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Christine Lee
Associate Superintendent, Business Affairs

RE: Technology Evergreening Plan

Background

The Board of Trustees have requested that the Finance and the Technology Departments consider the purchase of mobile computing devices (Laptops and iPads) that need replacing by schools using one-time capital funds received from the transition of school bussing operations. Furthermore, that a plan be developed to continue the evergreening of laptops and iPads on a go forward basis as part of the Division's technology evergreening plan.

Jesse Sadlowski, Director of Technology and Innovation and Mark DeBoer, Director of Finance will speak to the revised evergreening plan that includes laptops and iPads.

The Division has also been alerted to a worldwide shortage of computer chips that is resulting in a shortage of laptops. To acquire laptops for the start of the 2021-2022 school year, it is recommended that orders are placed before the end of 2020.

Recommendation

That the Board authorize the Technology Department to purchase the necessary laptops and iPads that need replacement in our schools funded through capital reserves and approves the inclusion of mobile computing devices (laptops and iPads) in the Technology Evergreening Plan.

Respectfully submitted,
Christine Lee

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Cheryl Gilmore, Superintendent of Schools

RE: Board Donations in Lieu of Christmas Treats

Background

For the past number of years, the Board has made donations on behalf of each staff to charities identified by each school. This practice was put into place in lieu of some form of token of appreciation from the Board such as chocolate to acknowledge the efforts of staff. The Board continued with this practice, making a \$50 donation on behalf of each staff to a charitable organization identified by the staff.

Below is a list of the charitable organizations that the Board will make donations to on behalf of the respective staff groups:

Chinook High School	Woods Homes
Coalbanks School	KidSport
Dr. Probe School	Lethbridge Food Bank
École Agnes Davidson School	Canadian Cancer Society
École Nicholas Sheran School	Lethbridge Food Bank
Education Centre / Attwell	Victoria Park Christmas hampers
Fleetwood Bawden School	Lethbridge Family Services (LFS), Angel Tree
G S Lakie Middle School	Humane Society
Galbraith School	Lethbridge Food Bank
General Stewart School	Harbour House
Gilbert Paterson Middle School	Interfaith Food Bank
Immanuel Christian Elementary School	Compassion Canada
Immanuel Christian Secondary School	Compassion Canada
Lakeview School	Interfaith Food Bank
LCI	Lethbridge Food Bank
Lethbridge Christian School	Interfaith Food Bank
Mike Mountain Horse School	Big Brothers, Big Sisters of Lethbridge
Park Meadows School	Streets Alive
Senator Buchanan School	Lethbridge Food Bank
Senator Joyce Fairbairn Middle School	Woods Homes
Victoria Park / LASP	Chinook Sexual Assault Centre
WCHS	LFS, Immigrant Services
Westminster School	Boys and Girls Club of Lethbridge
Wilson Middle School	Lethbridge Food Bank

Recommendation

It is recommended that the Board accept this report as information.

Respectfully submitted, Cheryl Gilmore

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Christine Lee
Associate Superintendent Business Affairs

RE: Business Affairs Report

Background

The December report of the Associate Superintendent Business Affairs is attached.

Recommendation

It is recommended that the Board receive the report as information.

Respectfully submitted,
Christine Lee

DECEMBER 2020

**ASSOCIATE
SUPERINTENDENT,
BUSINESS AFFAIRS
REPORT**



Kids

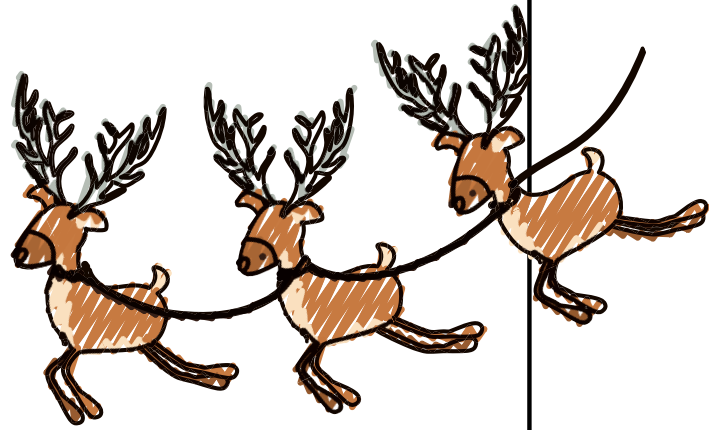
ARE OUR BUSINESS

Report by:
Christine Lee,
Associate Superintendent,
Business Affairs



FACILITIES

Dr. Robert Plaxton Elementary



A tour of Dr. Robert Plaxton was provided to Principal Erin Hurkett, on December 1st to show her all the unique features of this new school that will be open for the 2021-2022 School Year.

Erin will be working with the Purchasing Department over the next few months to order furnishings, equipment, and resources for the new school.

Projects



There is no rest for some of our buildings during the Christmas break! Wilson and Senator Joyce Fairbairn school will be getting gym floors refurbished, some schools will have some painting completed and Galbraith will have some abatement completed for wall repairs.

Buchanan and Westminster projects are in the final completion stages. Wilson Middle School project has more work to be conducted with some requiring warmer weather and time when students are not in attendance.

Congratulations to the Facilities and Custodial teams on a successful inspection by ABSA of boiler and mechanical rooms. We had six schools inspected and received the comment "we have some of the cleanest mechanical rooms in the south".





Associate Superintendent, Christine Lee and Director of Finance, Mark DeBoer co-presented at the Association of School Business Officials (ASBOA) Virtual Conference on December 2, 2020. The session was titled "Building Stakeholder Financial Literacy". The session discussed ways to educate stakeholders about school division financial matters to promote strategic financial decision making for the organization. A variety of engagement tools were shared that Lethbridge School Division already uses such as Management Discussion and Analysis documents for reporting, infographics, and the use of analytic dashboards such as PowerBI.

With the 2019-2020 audit completed and the 2020-2021 budget updated, it is now time to start working on data gathering for the development of the 2021-2022 budget. The finance department in conjunction with human resources, will begin to estimate enrolment for the 2021-2022 school year. This most certainly will be a challenge this year as normal enrolment growth patterns were disrupted due to COVID-19. Enrolment estimates are critical given the funding model whereby enrolment is funded on a three-year Weighted Moving Average and the enrolment projections will be weighted at 50%. If enrolments estimates are too high there is a reduction in the following school year, If enrolment estimates are too low then the school division operates on significantly less funding during the year.





OCCUPATIONAL HEALTH AND SAFETY

Division Workplace Health and Safety Committee meeting held on December 7th. Representatives from all building sites came together via TEAMS to review incident reports, discuss COVID-protocols, and discuss any safety concerns to be addressed. No surprise that slips, trips, and falls were responsible for the majority of incidents since September. Informational posters on preventing these incidents went out in October as reminders for staff to be cautious during winter conditions.

Maintenance personnel participated in Winter Driving training on December 4th as part of on-going safety training for the department.

The maintenance department has been preparing several safe work procedures for maintenance related tasks and equipment operation.

WISHING YOU A SAFE
2021

'TIS THE SEASON TO BE
JOLLY



Source: <https://www.3btraining.com/health-and-safety/12-days-christmas-safety/>



I'M DREAMING OF A

White Christmas



TECHNOLOGY



Some of the work that the team has been doing this month:

- Technology is currently setting up and piloting different login Kiosks at schools. With the Kiosks, visitors can login digitally rather than sign in via a paper log book. This will improve access to information for contact tracing.
- The Technology Department and Finance Department, have been reviewing the cost and logistics of creating an evergreen plan that includes both laptops and iPads. The current evergreen plan is based on desktop computers for labs primarily, and never included laptops or iPads.
- Working with schools and teachers building **Lethbridge 51 Online**. Lethbridge 51 Online is a website that kindergarten to grade 5 parents will use when classes go online in the first week of January.
- School techs have been busy relocating school equipment for teachers who have gone online. Second monitors from computer labs added to the teacher's workstations which is beneficial when teaching online. A large shipment of document cameras and drawing tablets are currently being distributed to online teachers that requested the equipment.
- Our current copier contract will expire in September 2021. The best pricing for copiers has been with the Alberta Educational Purchasing Group (EPG). EPG group just completed a copier Request For Proposal (RFP) based on the need for copiers for some of the larger school divisions in the province. Technology is working with Konica Minolta to do a full review of current copier infrastructure and systems.
- Working with student services and Intellimedia to create a process that will allow parents to digitally sign students Individual Learning Plans. The process is being piloted at three schools. We are also working with student services to digitize all pre-k records.





TRANSPORTATION

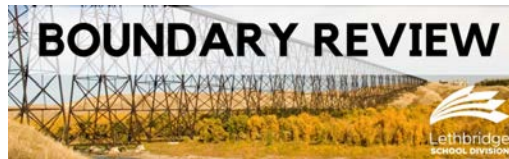
School Bus Transition Update:

Two West Lethbridge bus routes and the Early Learning bus (Buster Bus) were taken over by Southland Transportation on November 16th. The only changes that students saw was a school bus with SOUTHLAND on the side and a new driver with Southland Identification. All routes and pickup/drop off times remained the same.

Plans are under way for more routes to be transitioned on January 11th and February 21st. Communication on the details will occur before the Christmas break and in early February 2020 for both transition dates.

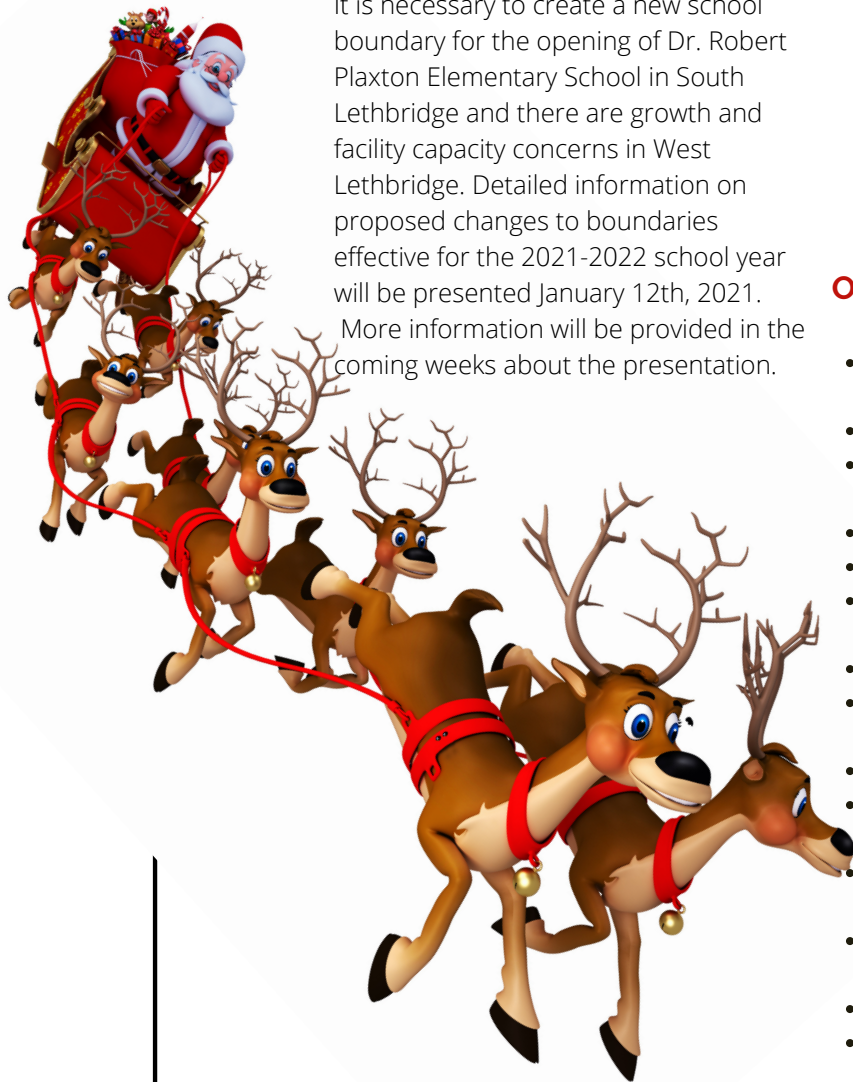
Southland has completed hiring of a local operations manager, dispatchers, and mechanics. Many school bus drivers have been hired to start on the transition dates by Southland and are currently receiving Southland's specialized training.





Since the fall of 2018, committees have been reviewing and studying the Division's school boundaries. Committees were formed to study West, South, and North Lethbridge boundaries. It is necessary to create a new school boundary for the opening of Dr. Robert Plaxton Elementary School in South Lethbridge and there are growth and facility capacity concerns in West Lethbridge. Detailed information on proposed changes to boundaries effective for the 2021-2022 school year will be presented January 12th, 2021.

More information will be provided in the coming weeks about the presentation.



**Merry Christmas
& A Happy New Year!**
from the Business Affairs
Department



Other meetings or events to note:

- School Education Plan review meetings in November and December.
- USIC Membership Meeting, November 27th.
- Attwell Health and Safety Committee Meeting, December 1
- Site Tour of Dr. Robert Plaxton, Dec 1
- ATA Working Conditions Meeting, Dec 1
- Education Centre, 5 days of Christmas, Dec 3, 8th, 10th, 15th and 17th
- ASBOA Virtual Conference, Dec 3-4th
- Presentation to ASBOA Conference, Building Stakeholder Financial Literacy, Dec 3
- Community Engagement Committee, Dec 3
- ASBOA/Alberta Education Issues Forum, Dec 4
- USIC Risk Management and Claims Committee, Dec 8th
- City of Lethbridge Meeting re Trustee Elections, Dec 8th
- USIC Executive Meeting, Dec 9th
- Meeting with new RBC banking representative, Dec 9th
- Upcoming:
 - School Bussing Transition meeting, Dec 16th
- Ongoing:
 - Dr. Robert Plaxton construction site meetings.
 - Elementary, Middle School, and High School Principal meetings
 - Labour relations matters

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Mike Nightingale
Associate Superintendent Human Resources

RE: Human Resources Report

Background

The December report of the Associate Superintendent Human Resources is attached.

Recommendation

It is recommended that the Board receive the report as information.

Respectfully submitted,
Mike Nightingale

Associate Superintendent, Human Resources
Report to the Board of Trustees
December 15, 2020



Supporting Schools

The Human Resources department has been busy supporting staff and schools so they can support our amazing students. Some of the highlights include:

- Adding 6 teachers to the substitute list in the past three weeks.
- Processing 24 support staff applications for the support staff substitute list in the past three weeks.
- Onboarding 11 new staff members in the past three weeks.
- Extending or offering 31 teacher contracts in the past three weeks.
- Facilitating the hiring of 7 support staff in the past three weeks.
- Assisting schools to find substitute replacements for staff mandated by Alberta Health Services to isolate.

Other Highlights

- Associate Superintendent Mike Nightingale participated in 5 education plan meetings with school-based administration.
- Associate Superintendent Mike Nightingale attended the Immanuel Christian Elementary School, school council meeting.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended the virtual November CASSIX meetings. Mike is the president of CASSIX and Rhonda is the chair of the Human Resources pre-CASSIX group.
- Associate Superintendent Mike Nightingale attended an OHS Management Committee meeting.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended a virtual Education Centre Leadership Team meeting.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended virtual school administrator meetings for elementary, middle school and high school.
- Associate Superintendent Mike Nightingale attended a working committee conditions virtual meeting with ATA, Board and Division representatives.



New COVID-19 Government Mandated Restrictions

The Human Resources department has been working closely with schools and staff as we navigate the changes created by the new COVID-19 government mandated restrictions that were recently announced. Some of the highlights include:

- Hosting a human resource focused question and answer session for school-based administrators.
- Providing school-based administrators with a “cheat sheet” to help them address human resource questions created by the pandemic and the recent restrictions.
- Communicating to all Division substitutes regarding some of the changes to processes the pandemic and the new restrictions have created.
- Providing all Division staff with a human resources frequently asked questions email to help them navigate the changes created by the pandemic and the new restrictions.
- As always, in response to the COVID-19 pandemic the department has been providing, and will continue to provide significant support in relation to:
 - Leave Management
 - Accommodations
 - Substitute and casual replacement
 - Data collection
 - Providing staff with Employee Family Assistance Program resources



MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Morag Asquith
Associate Superintendent Instructional Services

RE: Instructional Services Report

Background

The December report of the Associate Superintendent Instructional Services is attached.

Recommendation

It is recommended that the Board receive the report as information.

Respectfully submitted,
Morag Asquith

ASSOCIATE SUPERINTENDENT – INSTRUCTIONAL SERVICES

DECEMBER 2020



EARLY EDUCATION PROGRAMMING

Early Education Programming registration typically is orchestrated at this time of year. Lethbridge School Division will be putting registration on hold for a while until we receive more information from Alberta Education and have clarity on any possible boundary changes.

WELLNESS

Our Staff Wellness Throwdown for December is “Just Pause”. There will be daily ideas shared with staff to slow down their day, pause and share in the holiday cheer, practice gratitude, self-care or kindness. We all recognize that there are additional stressors this year that have added to fatigue and we are aiming to re-energize in a season that can be tiring. At the Education Centre we have been participating in many physically distant holiday festivities to continue to build connection and support, similar to our schools.

DeeAnna Presley Roberts, Making Connections Coordinator is working hard alongside Santa in his workshop as usual at this time of year with her Mental Health Capacity Building staff and her Family Liaison Workers to ensure identified vulnerable families receive support in the holiday season.

INDIGENOUS EDUCATION UPDATE

We have added two new Grad Coaches to our Indigenous Education Team. Janine Jackson is our new Grad Coach at Chinook, and Juliet Toledo is our new Grad coach who will be bridging Mandy Plain Eagle’s maternity leave starting in late January. Shawnee BigBull, our Middle School Indigenous Education Teacher will be leaving us late January on a maternity leave.

COVID ATTACHMENTS

Please find updated attachments on our lethsd.ab.ca website. The current and updated screening tool is now online and a “guide/one pager” for parents. **AHS has confirmed that anyone who proceeds with a symptomatic COVID test MUST stay home (regardless of symptom change) until they receive a result and their symptoms have ceased.** We continue to receive calls from AHS throughout the week that require immediate school response and communication to our school population. Since our last update in November, AHS has indicated that they are no longer contacting ‘close contacts’ via phone. The only communication close contacts receive from AHS is the initial AHS letter sent from our school division.

Three of our schools have reached a “watch” status throughout the past half year and 5 schools have reached an outbreak status. A “watch” status is more than 5 positive cases of COVID, and an “outbreak” status is more than 2 cases.

INCLUSIVE EDUCATION

Inclusive Education has hired another Speech Language Pathologist in response to the quantity of work needing to be done and a medical leave to back fill. Kim Taylor began on December 8th, and we welcome her to our Inclusive Education Team.

PERMISSION CLICK

Christina Peters, Executive Assistant Instructional Services, has been working with Permission Click, Jesse Sadlowski and Gord Vacher on adopting support from Permission Click and streamlining our Field Trip process. We are hopeful that by September 2021, all Field Trip requests will be online and more efficiently processed than the paper system we had used in the past.

DIVERSITY AND INCLUSION PARENT TABLE

The Diversity and Inclusion Planning Parent Table of Administrators, Teachers and Division Office members met to discuss the issue of engagement and connection for families in Lethbridge School Division. We recognize that many families are feeling disconnected during the Pandemic and we wish to be responsive as a school division. We have created a survey we are circulating both in a more personal way and in a computer-generated survey. The questions we are asking are:

1. Who are you meaningfully connected to (relationship based on trust) at your child's school? Why are you connected to them? Describe what positive family/school connection looks like to you?
2. What would help build stronger connections to your child's school?
3. What does wellness look like to you in your home?

This questionnaire was shared with parents at the end of November/beginning of December. We will also be soliciting feedback from other targeted populations that we do not typically receive as much feedback from. The objectives of this questionnaire are to maintain parent participation, solicit family feedback around how families are doing during this time, solicit minority parent/family voice that we do not hear as much from and let families know we care. Lastly, this information will be shared with schools and will hopefully guide schools in how we can better serve our families.

CURRICULUM AND INSTRUCTION

Literacy

- Fountas and Pinnell assessments are occurring with all grades 1-5 students who are taking classes in person and running records are being used with all grades 1-5 students who are

accessing learning in the at-home learning platform. Bev has been working with several teachers in learning how to analyze the results of the running records for their instruction.

-Elementary and Middle School Literacy Committees are meeting after school on TEAMS this month.

Numeracy

- Numeracy Lead Teacher, Jenn Giles, continues to support classroom teachers in Grades 1-9 in the form of residencies, presentations to our new teachers in the Teacher Induction Program (TIP), at school-based PL Days, Collaborative Communities, and staff meetings. Her area of focus is effective teaching practices in mathematics and building number sense.

- The Mathematics Intervention Programming Instrument (MIPI) data has been collected for grades 2-9 and is being analyzed by teachers. The MIPI and Foundational Skills Interview are being used to provide direction for student programming.

- Elementary, Middle, and High School Numeracy Committees are meeting after school on TEAMS this month.

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Board Priorities Report

Background

The Division Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. An update on progress will be provided in the form of a report each month.

Recommendation

It is recommended that the Board receive this report as information.

Respectfully submitted,
Cheryl Gilmore
Superintendent



2020-2021 DIVISION PRIORITIES

PRIORITY ONE: Achievement

OUTCOMES:

1. Students achieve student learning outcomes with strong foundational skills in literacy and numeracy.
2. Teachers possess a deep understanding of pedagogy that develops literacy and numeracy.
3. Students are lifelong learners possessing the skills and attributes to successfully transition within the system and to further education, credentialing or the world of work.
4. Indigenous Education student achievement relative to provincial standards will improve.
5. School administrators are highly skilled in all areas of the provincial School Leader Quality Standard
6. Teachers are highly skilled in all areas of the Teaching Quality Standard.
7. Support staff possess the knowledge, skills and attributes to support student success and create optimal learning environments.
8. Effective learning and teaching is achieved through collaborative leadership and structures that build capacity to improve within and across schools.
9. A comprehensive wellness approach promotes well-being and fosters learning.
10. The education system demonstrates collaboration and engagement to further Division priorities:
 - a. Parents feel welcome, included and possess agency to be full partners in their child's education;
 - b. Community members feel ownership as collaborative partners in the education of children;
 - c. Community minded organizations are engaged in collaborative delivery of programs and services to students.
11. Effective management of growth and capacity building to support learning spaces and the provision of programs.

PRIORITY TWO: Inclusion

OUTCOMES:

1. Schools are welcoming, caring, respectful and safe learning environments.
2. Schools are inclusive learning environments where all students are able to grow as learners.

PRIORITY THREE: Innovation

OUTCOMES:

1. Learners demonstrate the attributes of innovation, creativity and critical thinking in a process based learning environment.
2. Breadth of program choice provides opportunities for students to explore and grow as learners.
3. All learners effectively use technology as creative and critical thinkers capable of accessing, sharing, and creating knowledge.

**2020-2021 DIVISION PRIORITIES
REPORT TO THE BOARD**

PRIORITY ONE: ACHIEVEMENT

Literacy

- Bev Smith, Literacy/ESL Lead Teacher, continues to support classroom teachers in Kindergarten through grade 8 in the form of residencies, presentations to our new teachers in the Teacher Induction Program (TIP), at school-based PL Days, Collaborative Communities, and staff meetings.
- Elementary and Middle School Literacy Committees were provided with research and resources to share with their school-based literacy committees at the meeting held this month after school on Teams.
- Because literacy in content areas is an area of focus for middle schools, the research and resources provided to them were along that theme.

Numeracy

- Numeracy Lead Teacher, Jenn Giles, continues to support classroom teachers in Grades 1-9 in the form of residencies, presentations to our new teachers in the Teacher Induction Program (TIP), at school-based PL Days, Collaborative Communities, and staff meetings. Her area of focus is effective teaching practices in mathematics and building number sense.
- Elementary, Middle, and High School Numeracy Committees met this month and were provided with information on new resources and supports that have been purchased for their use, specifically in helping teachers fill in students' gaps in numerical understanding.

Curriculum Implementation

- Alberta Education chose two of our elementary teachers to participate in the K-6 Curriculum working groups that met for the first time this month. Alex Funk was chosen to provide input on the Language Arts and Literature Working Group while Jenn Giles was selected for the math.
- Alberta Education will make drafts of K-6 curricula available to view in January.

High School Initiatives: Off-campus, dual credit, high school re-design, career exploration

- A variety of dual credit courses are being delivered this year (2020-21): Cinema 1000, Management 1070, Liberal Education 2200, Liberal Education 1000 and Genetically Engineered Machines 1850.
- Lethbridge School Division Off-Campus program for Work Experience and RAP continues with Andrew Krul and Carey Rowntree working hard to place students and monitor compliance with COVID-19 workplace guidelines; the new restrictions announced by Alberta Health Services this month will have an impact on some of the student's ability to secure hours, but we will look at flexible options that ensure students can finish courses and receive credits.
- Teachers, counsellors and student support at each high school teaming to support career development at the secondary level. Counsellors received an in-service for the on-line career exploration program called, My Blueprint.

- Indigenous Grad Coaches are working as a team to develop opportunities for career exposure for our high school indigenous students in the new year.

Middle School Initiatives

- Schools continue to extend learning regarding concept-based teaching/ pedagogy.
- Collaborative teams are being formed to enable sharing of ideas and resources for on-line learning.
- Think Outside- a collaborative endeavor between Helen Schuler and the School Division has been put on hold due to the uptick of COVID cases. This endeavor was very well received in its first few weeks. The program was established with the intent of enhancing and supporting middle school teachers to teach outside and incorporate Indigenous Ways of Knowing, curriculum and movement.

Early Learning

- The first round of the new PUF verification process has been submitted for approval. Alberta Education randomly chose 20% of all our files for children accessing PUF for the verification. We were asked to provide all the requested documentation within three days. A second verification list will come in December of another 20% of children that were identified for PUF after the September 30 count and up to the December 1 final date for PUF eligibility for this school year. The results of both verification processes are to be shared in early January with school divisions. If any files are rejected, school divisions will have 48 hours to respond with the expected requirements. As well the Finance branch of Alberta Education has requested information on the number of hours each child accessing PUF will receive. This information is due before Christmas break. This is a new reporting piece that has not been done previously.
- Registrations for Early Education Programs typically start in January each year. This year registration will be delayed until at least March due to several factors. With boundary reviews in process and unknown budget factors moving forward, we need further information before knowing what Early Education Programming will look like next fall.

Indigenous Education

- The Indigenous Education Team just hired two new Grad Coaches to fill vacancies, one at Chinook and one at Churchill, welcome Janine and Juliet!
- The Indigenous Education Department continues to provide both formal and informal learning opportunities for staff. Our Elementary Teacher- Indigenous Education is going to be working with and targeting grade 4 this year. Melanie Morrow hosted her first PL session on October 27th; the second session was hosted on-line November 23rd. "Indigenous Games Kits" are being prepared for distribution to elementary schools January 2021.
- The Indigenous Education Department is now sending out a monthly newsletter that includes great little "tasters" of Indigenous facts, information and language for our schools to share out with staff and families.
- Rock Your Mocs and Louis Riel day occurred November 16th-20th lots of schools participated in different ways.

- Shawnee BigBull is continuing to work with our Middle School teachers imbedding Indigenous Ways of Knowing and John Chief Calf is working closely with staff in our high schools in the English/Language Arts discipline.

Administrator Professional Learning

- The Admin symposium created momentum for admin PL to focus this year on “creating cultures of thinking” in all schools.
- Shelley Moore was scheduled to present on UDL and work with teams of three from schools September 8th. It was determined that it would be best to postpone to November given the challenges presented with start-up.
- New administrators for the 2020-2021 school engage in mentorship and sessions focusing on different areas of the Leadership Quality Standard. The December 3 session was hosted by Cheryl Gilmore and Ann Muldoon with the following topics: vision, school culture and inclusive education. This was the first time that a session was completely delivered using the Microsoft Teams platform. Next session will be on January 7th, 2021.

Division Professional Learning (Collaborative Communities, support staff, teachers)

- Administrators and teachers continue to have access to free, virtual professional learning opportunities through Corwin, Scholastic, and SAPDC. These sessions are being held after school so that substitutes are not required since they are in short supply.
- Even with middle and high school students currently working at home, Bev Smith continues to provide support with ESL strategies for Limited Formal Schooling (LFS) and classroom teachers. The focus in the high school LFS program is on writing.
- To support continued inclusive practices when students learn at home, we have provided each school with a copy of Paula Kluth’s new resource, *All In: 18 Ways to Create Inclusive Virtual Classrooms*.

Teacher Induction Support for Quality Teaching and Leading [TIP]

- The format for the Teacher Induction Program has changed this year. The changes were due to feedback from participants. One of the biggest changes was to the schedule. We now offer TIP on Friday afternoons rather than during instructional time. TIP year 1 participants have already met, on August 20th and 21st. Although our format has changed regarding scheduling, our content has not changed.
- The October session focussed on reporting and parent/teacher interviews.
- The November 20th session focused on policies, procedures and FOIP. This session was delivered through Microsoft Teams. There was also a session hosted December 11th.

Parent Engagement

- The Division School Council met for the third time December 7. The parent learning session and regular meeting was hosted using the Microsoft Teams platform. The parent Learning Session was delivered by Kathy Mundell. It focused on student wellness and mental health with parents learning about access and resources in the Division as well as external sources. The monthly “In the Loop” counselling bulleting was shared.
- Parents have been kept apprised of the 2020-21 Re-entry Plan starting in August. Updates for COVID-19 as it pertains to learning and school operation are ongoing on the school division website, Facebook, and social media.

- Diversity and Inclusion Parent Committee questionnaire is currently being rolled out by the DIPT Committee. This endeavor has evolved so that we as a Division can learn more about how our parents and families are doing during this challenging time. This survey has been circulated to the Diversity and Inclusion Parent group as well as a targeted group of parents.

Community and Business/Industry Engagement

- Cheryl and Morag are scheduling a meeting with Emergency Planning (City of Lethbridge, Lethbridge Police Services, Transportation, etc.) to participate in a “mock emergency scenario” in the new year.

Management of Growth and Capacity Building learning spaces)

- West Lethbridge, South Lethbridge and North Lethbridge Boundary review committees finished their meetings and finalized boundary proposals for Board consideration.
- The Board met to review the reports from all three boundary review committees and discuss plans for engaging the public on proposed changes in 2021.
- Projects under Capital Maintenance and Renewal (CMR) grant funding were submitted for budget 2021-2022. Priority project requested for funding include ventilation, accessibility, and other building upgrades.
- The Division will be submitting requests for Modular Classrooms for the 2021-2022 school year at the end of October. These requests will be for Coalbanks, Dr. Gerald Probe and Chinook High School due to enrolment and capacity concerns in West Lethbridge.
- The Division was given the opportunity to take three, 10-year-old modular classrooms from another school jurisdiction. These moduls will be picked up and move to the Division. Decision on priority placement will be made once new modular classroom announcements made by Alberta Education in 2021.

Other School Improvement Initiatives

- We continue to support Staff Wellness Throwdowns- the challenge for December is- “Just Pause,” hopefully this Throw Down will remind all of us to slow down, especially at a time (December) when in a typical year we would be supporting many who struggle.
- Nutrition Programs continue to support breakfast, lunches, and snacks for students throughout the day.

PRIORITY TWO: INCLUSION

Safe and Caring Schools (trauma informed practice, wellness, Positive Spaces, etc.)

- The aligned approach our Division of Instructional Services has taken, supports UDL (Universal access or curricular entry for all students), thereby using the inclusive lens with all initiatives- achievement (literacy/numeracy), social emotional supports, nutrition programs, physical activity.
- Positive Spaces Committee met in November and will continue to meet as the committee still feels there is more work to do supporting our LGBTQ+ population.
- We continue to work through positive COVID cases that are identified by Alberta Health Services, we commend our schools, both staff and students for the amazing commitment they have demonstrated keeping our schools safe.

Students as learners in an inclusive environment (Indicators of Inclusive Schools; RTI Framework; Universal Design for Learning)

- To help manage the very large SLP caseloads from Early Learning to grade 12, we have recently hired an additional temporary SLP until June 2021. We have had to reassign schools to ensure that caseloads are more evenly balanced. Changes to assignments will take place on January 4 and schools have been informed.
- Our new SLP, Kim Taylor, is visiting schools and programs this week and providing some supervision to Speech Language Assistants who's regular SLP is off on leave.
- Bev Wenaas will continue to support elementary students with complex needs to access at-home learning until April 1. These students have very adapted programs, and several are nonverbal and use communication devices.
- Ann is working with Intellimedia on a pilot project to allow for parent digital signatures on student support plans. With most learning team meetings currently happening online, this will ensure that we meet Alberta Education requirements for parental consent.
- On December 3, Ann and Rochelle facilitated a PL session for new administrators on inclusive education.
- Sarah Ahlgren, ESL Student Support Worker, continues to support our newcomer / refugee students and families ensuring that their transportation, interpretation, and basic needs are being met.
- Sarah and Bev Smith, ESL Lead Teacher, completed intake assessments for two new immigrant/refugee students on December 7.

PRIORITY THREE: INNOVATION

Breadth of Program Options

- High schools have been able to implement procedures that allow for the delivery of most options in the COVID-19 context.
- Teachers have been working diligently to prepare for and commence delivery of at-home learning using Teams as a delivery platform.

Technology

- We are currently working on setting up and piloting different login Kiosks at schools. With the Kiosks, people visiting the schools can login digitally. Currently, schools are using binders as guest books but this is causing issues when trying to access information on weekends and to complete contact tracing.
- The Technology Department, along with Business Affairs, has been reviewing the cost and logistics of creating an evergreen plan that includes both laptops and iPads. Our current evergreen plan is based on desktop computers for labs primarily, and traditionally never included laptops or iPads.
- We have been working with schools and teachers building Lethbridge 51 Online. Lethbridge 51 Online is a website that kindergarten - grade 5 parents will use when teachers go online in the first week of January.
- Our school techs have been busy relocating equipment for teachers who have gone online. We have been adding second monitors from computer labs to add to the teacher's workstations. Teachers find the second monitors beneficial when teaching online. We also

received a large shipment of document cameras and drawing tablets. This equipment is currently being distributed to the online teacher that requested the equipment.

- We are converting 84 TELUS copper lines to digital lined on December 17, 2020. The new lines will bring savings to the division.
- We are working with Konica Minolta to do a full review of current copier infrastructure and systems. Our contracts with Xerox expire in September 2021. Currently, the best pricing for copiers has been with the Alberta Educational Purchasing Group (EPG). EPG group just completed a copier request for a proposal (RFP) based on the need for copiers for some of the larger school divisions in the province.
- We are working with student services and Intellemedia to create a process that will allow parents to digitally sign students Individual Learning Plans. We are currently piloting the process at three schools. We are also working with student services to digitize all pre-k records.

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Acknowledgements of Excellence

The Board has a long standing practice of acknowledging the efforts of students and staff whose commitment to excellence has resulted in outstanding achievement. Details of accomplishments of note are provided as information. Congratulations to the following Division staff and students:

Zara Enayetullah, G.S. Lakie student, won a Bronze award for her poetry submission entitled “Across the Sand” to the 2020 Ocean Awareness Contest.

Showcasing Dr. Probe

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.

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. 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 LeGrandeur**, 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.

Showcasing École Nicholas Sheran

Teacher **Stephen Woodcock** completed his Master’s in Education.

École Nicholas Sheran School created a new Vision, Mission and Values that encompass all that we do. The 4 Values are now the basis for our Character Education program and guide our monthly learning and recognition. Within each of our Values the staff committed to all use the following Universal Strategies to support students.

Vision Statement

We are respectful, lifelong learners that are ready for the challenges of the future.

Nous sommes de perpétuels étudiants, respectueux et prêts pour les défis du futur.

Mission Statement

École Nicholas Sheran School is an inclusive and collaborative community, where students build resiliency by embracing challenges with innovative and critical thinking.

L'école Nicholas Sheran School est une communauté inclusive et collaborative, où les élèves développent la résilience en acceptant les défis avec une réflexion critique et innovatrice.

Values

COLLABORATION - *We work together toward a shared goal. Nous travaillons ensemble pour un but commun.* Universal Strategy commitments – Class meetings, Parent phone calls, Staggered entry

RESPONSIBILITY / RESPONSABILITÉ - *We do things we are expected to do and accept the consequences of our actions. Nous faisons ce qui est demandé et nous acceptons la conséquence de nos actions.* Universal Strategy commitments – Breaks, Visual schedule

COMPASSION *We show kindness, caring, and willingness to help others. Nous montrons de l'amitié, de la tendresse et la volonté d'aider les autres.* Universal Strategy commitments – Peace corner, relationship building, Sept time

RESILIENCE / RÉSILIENCE *We bounce back or recover from challenges. Nous rebondissons dans la vie après les défis.* Universal Strategy commitments – Emotional regulation, mindfulness

Showcasing Victoria Park High School and Lethbridge Alternative Schools and Programs

Through our work at Victoria Park High School and Lethbridge Alternative Schools and Programs, we are currently supporting 313 students in achieving their preferred futures. Our days include the joys, successes, challenges and heartbreaks that come with supporting human beings in their growth and development. Along the way, we have much to celebrate and are very proud that our students and staff are engaging in:

- A place to belong and be a part of something larger than the individuals themselves

- An Advisor System that offers a chance to connect with each student individually, offering intensive supports in the academic, physical, emotional, social, and cultural domains
- An educational model that offers individual choice, tailored to meet student needs and designed for scaffolding unique pathways to success
- Therapeutic supports within comprehensive academic programming
- Option classes that are designed to meet the needs and interests of diverse learners in a variety of contexts
- Design of learning programs offered in-person, on-line, and via Distributed Learning, providing formats for curriculum delivery that are carefully matched to the student context
- A Mindfulness Partnership with the University of Lethbridge – practicing self regulation and mindfulness, specifically designed for students in Alternate School environments and incorporating a cancer risk-prevention model
- The creation and development of a Volunteerism Course that youth will be able to take part in to earn credits, gain skills, build resumes, and to give back to their community
- The You and Your Child Pre-Natal and Parenting program, where our students can learn healthy child and self-care practices, intentionally changing the trajectory of the generations to come
- The Stepping Away program which allows students a chance to develop skills in the trades, while growing in their resiliency, and nurturing of their own mental health and well-being
- Supported transitions to and from youth treatment programs in our local community
- Daily hot lunches, funded through grant applications and prepared by students in an effort to meet the needs and build the skills within our own school population
- A caring, compassionate, soft place to land, where students are able discover and nurture their own strengths and abilities, connecting to purpose and passion in their education

The realities of supporting people in their growth and development give us cause for constant joy, laughter, worry, and anticipation. Through it all, we make a concerted effort to practice recognition of the effort that it takes to succeed, and to celebrate the forward movement that we see in our students' lives. Thank you for your ongoing support of our programs.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Donations and Support

Background

Lethbridge School Division is fortunate to be in a community that strongly supports programs and services for students. The Division is appreciative of the difference the support makes to the lives of children. These partnerships and support further the efforts of helping children come to school ready to learn, providing opportunities for engagement, and facilitating student growth and well-being. Listed below and attached are the donations and support received by the Division.

- **Lethbridge Toyota** donated a Hunter tire machine and Hunter tire-balancing machine to the Automotives program at LCI.

Recommendation

It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent

Calendar of Events for Board of Trustees

December	19	Christmas break begins
January	4	Classes resume in at-home delivery format
	6	Education Centre Leadership Team 9:00 a.m. via Microsoft Teams
	11	In-school classes resume
	11	Division School Council 6:00 p.m. via Microsoft Teams
	20	Board Committee of the Whole 3:00 p.m. via Microsoft Teams
	21	Administrators Committee Meeting 1:15 p.m. via Microsoft Teams
	26	Board Meeting 3:30 p.m. Education Centre / Microsoft Teams

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Jan Foster, Trustee

RE: Community Engagement Committee – December 3, 2020

Our committee met on December 3, 2020 by Microsoft Teams

We received an update from Cheryl, Garrett and Christine Lee regarding the ICE Scholarship Breakfast.

The date for the virtual event will be Friday, February 12, 2021, from 9:00 AM to 10:30 AM – it will be posted to the School Division web page for several days so that participating businesses as well as high school students can access it at their convenience.

Christine Lee advised that she will begin contacting businesses in early January to ascertain their support – they will be offered participation at a reduced rate.

Garrett supplied a list of possible speakers and the committee picked their top four so Garrett will make contacts to see availability – the cost for virtual presentations is in the range of \$1,000 - \$3,000 and of course no cost for travel.

The year 2021 will be our 5th anniversary for this event so we will be promoting that as well. The event will consist of greetings from the Board Chair, recognition of participating businesses, follow up on some of our past scholarship winners and of course, the keynote speaker's address.

Respectfully submitted,

Jan Foster, Committee Chair

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Doug James, Trustee

RE: Division School Council – December 7, 2020

Trustee Doug James will provide an oral report and the minutes of the meeting are available on the website: [Division School Council Minutes - December 7, 2020](#)

MEMORANDUM

December 15, 2020

To: Board of Trustees

From: Christine Light, Board Chair

RE: Poverty Intervention Committee – December 9, 2020

Committee Members Present: Christine Light, Karen Rancier, DeeAnna Presley-Roberts, Char Taylor, John Chief Calf, Dean Hawkins, Melanie McMurray, Donna Stodolka, Craig Findley, Brian Palsky, Jamie Walburger

1. 166 requests have been made for economic support from the Division web site link, 74% being for winter attire. Lower food requests, as well as lower WAM bag distribution, are believed to be due to higher access from community supports and initiatives. Many families have accessed Dave's Meals from Southern Alberta Bible Camp, a free meal program provided through government grant. This grant has now expired. We have received significant discounts for winter boots, mitts, toques from retail outlets.
2. Financial report:
 - Current balance of \$176,687.14
 - Payments to schools or specific support: \$8,579.75
 - Donations received: (4x) \$20, (2x) \$100, \$600
3. Thank You ad was placed in the Lethbridge Herald. The purpose of this ad was to thank our current sponsors and highlight the continuing needs within our Division and opportunity to support. Following the ad the Family Support team received a donation of mittens made by the McKillop Church Knitters.
4. Brian Palski will be receiving >100lbs of beef from community member. Beef will be distributed through the Family Support Team.
5. Need for technology was discussed: the number of students without technology creates inequity. In a 21st century learning environment where the majority of information is online, how do we get information out? The suggestion to have every high school student with a laptop was presented. Technology donations received for some students; this with the caveat that the division is not responsible for maintenance and support. Low income families can access internet connection through Shaw and Telus for \$9/month regardless of payment history.
6. Continued need to promote the poverty support our Division gives was highlighted again with reports of many staff still not knowing the structure and avenues of where to find support. It was reported some parents are hesitant to ask for help when needed.

7. The LOOP: a great resource for community supports. A need to promote this was expressed. As this fits within the Counselling portfolio DeeAnna will connect with Kathy Mundell to convey feedback.
8. John Chief Calf will connect with new leaders to the following organizations: Alberta Aboriginal Health Services, Friendship Centre, Treaty 7 Housing Authority. Indigenous Education team is continuing to reach out and connect with students on the reserve. This is proving difficult with COVID restrictions in place.

Next meeting: March 3, 2021.