



AGENDA

Lethbridge School Division
School Board
Regular Meeting

Tuesday, May 25, 2021

Board Room

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 April 27, 2021 it is recommended that the minutes be approved by the Board and signed by the Chair.

3:36 p.m. **3. Business Arising from the Minutes**

3:40 p.m. **4. Presentations**

4.1 Off Campus Programs

5. Action Items

3:55 p.m. 5.1 Policy Advisory: Enclosure 5.1

Policy 204.13.1 Public Solicitations of the Board

Policy 205.1 Trustee Compensation

Policy 206.1 Trustee Training and Development

Policy 301.1 Superintendent of Schools Roles and Responsibilities

Policy 301.3 Evaluation Process for the Superintendent

Policy 302.2 Secretary-Treasurer

*Policy 601.1 School Three Year Education Plan and Annual Education
Results Report*

Policy 606.5 Educating Students at Home

Policy 502.1 Appendix A Student Code of Conduct

5.2 Authorization of Locally Developed Courses Enclosure 5.2

5.3 Assurance Plan Approval Enclosure 5.3

5.4 Natural Gas Contract Enclosure 5.4

5.5 École Nicholas Sheran Name Change Enclosure 5.5

4:25 p.m. **6. Division Highlights**

7. Information Items

4:30 p.m. 7.1 Board Chair Report

7.1.1 Pandemic Plan Update

4:35 p.m.	7.2	Associate Superintendent Reports	
	7.2.1	Business and Operations Student Transportation Task Force Report	Enclosure 7.2.1
	7.2.2	Human Resources	Enclosure 7.2.2
	7.2.3	Instructional Services	Enclosure 7.2.3
4:50 p.m.	7.3	Superintendent Report	
	7.3.1	Board Priorities	Enclosure 7.3.1
	7.3.2	Acknowledgement of Excellence	Enclosure 7.3.2
	7.3.3	Donations and Support	Enclosure 7.3.3
	7.3.4	School Graduation / Yearend Celebrations	Enclosure 7.3.4
	7.3.5	Calendar of Events	Enclosure 7.3.5

5:00 p.m. Public Forum

8. Reports

5:15 p.m.	8.1	Policy Advisory Committee – April 30 and May 5, 2021	Enclosure 8.1
	8.2	Poverty Intervention Committee – May 5, 2021	Enclosure 8.2
	8.3	ATA Local Council – May 5, 2021	Enclosure 8.3
	8.4	Board Budget Committee – May 6, 2021	Enclosure 8.4
	8.5	A.S.B.A. General Meeting – May 19, 2021	Enclosure 8.5

9. Correspondence Sent

5:25 p.m.	9.1	Minister of Education - May 5, 2021	Enclosure 9.1
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10. Correspondence Received

5:28 p.m.	10.1	City of Lethbridge Land Development – May 1, 2021	Enclosure 10.1
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5:30 p.m. Adjournment

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Policy Review

Background

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. Coordinator of Learning and International Education, Trish Syme coordinates the meetings. In the current year, the Policy Advisory Committee will:

- Finish review of any policies which were last reviewed in the 2019-2020 school year
- Policy review (including procedures, forms, and exhibits) of the 100, 200, and 300 series
- Changes required due to the passing of the Education Act July 2019 and updated provincial regulations
- Assist in the orientation of new members to the policy development process, as necessary

Trish Syme will attend the Board meeting and provide an overview of each policy, share any feedback that has been received and respond to questions trustees may have.

Recommendation

It is recommended that the Board adopt the revisions to the policies as presented by the Policy Advisory Committee, or as amended.

<u>Policy #</u>	<u>Policy Name</u>	<u>Action</u>
204.13.1	Public Solicitations of the Board	Amended
205.1	Trustee Compensation	Amended
206.1	Trustee Training and Development	Amended
301.1	Superintendent of Schools Roles and Responsibilities	Amended
301.3	Evaluation Process for the Superintendent	Amended
302.2	Secretary-Treasurer	Amended
601.1	School Three Year Evaluation Plan and Annual Education Results Report	Amended
606.5	Educating Students at Home	Removal
502.1	Appendix A Student Code of Conduct	Review

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Morag Asquith
Associate Superintendent, Division of Instructional Services

Re: Authorization of Locally Developed Courses

Background

Alberta Education requires that all locally developed senior high courses be authorized for use by the Board of Trustees.

Division high schools have requested to use **Competencies in Math 15-5 (LDC1515) for 5 credits, newly acquired from the Red Deer School Division from September 1st, 2021 to August 31st, 2025** to enhance program offerings to students.

Previously authorized LDC 3219 Biology 35-3(AP) is set to expire without renewal and will need to be replaced with newly acquired **LDC3202 Biology (Advanced) 35-3 from The Calgary School Division, for use from September 1st, 2021 to August 31st, 2024.**

Alberta Education also requires the renewal of past acquired courses set to expire on August 31st, 2021. Considering this, we ask the Board of Trustees to authorize the continued use of the following locally developed courses in all Division high schools to enhance program offerings to students:

Authorization until August 31, 2024:

LDC 1299	Dance Performance 15 for 3 and 5 credits
LDC 2299	Dance Performance 25 for 3 and 5 credits
LDC 3299	Dance Performance 35 for 3 and 5 credits
LDC 2468	Directing 25 for 5 credits
LDC 3468	Directing 35 for 5 credits
LDC 1513	ESL Expository English 15 for 5 credits
LDC 2513	ESL Expository English 25 for 5 credits
LDC 1350	ESL Intro to Math 15 for 5 credits
LDC 1148	Reading 15 for 3 and 5 credits
LDC 2148	Reading 25 for 3 and 5 credits

Authorization until August 31, 2025:

LDC1149	Academic Achievement through English Language Development 15 for 3 credits
LDC2149	Academic Achievement through English Language Development 25 for 3 credits

LDC3149	Academic Achievement through English Language Development 35 for 3 credits
LDC 3754	Forensic Science Studies 35 for 5 credits
LDC 2569	Forensic Studies 25 for 3 credits
LDC 3569	Forensic Studies 35 for 3 credits
LDC 1431	Instrumental Jazz 15 for 5 credits
LDC 2431	Instrumental Jazz 25 for 5 credits
LDC 3431	Instrumental Jazz 35 for 5 credits
LDC 1509	Leadership, Character and Social Responsibility 15 for 3 and 5 credits
LDC 2509	Leadership, Character and Social Responsibility 25 for 3 and 5 credits
LDC 3509	Leadership, Character and Social Responsibility 35 for 3 and 5 credits
LDC 1979	Musical Theatre 15 for 5 credits
LDC 2979	Musical Theatre 25 for 5 credits
LDC 3979	Musical Theatre 35 for 5 credits
LDC 3152	Theory of Knowledge (IB) 35 for 3 credits
LDC 1433	Vocal Jazz 15 for 3 and 5 credits
LDC 2433	Vocal Jazz 25 for 3 and 5 credits
LDC 3433	Vocal Jazz 35 for 3 and 5 credits

Recommendation

That the Board of Trustees approve the use of **LDC1515 Competencies in Math 15-5 for 5 credits newly acquired from the Red Deer School Division from September 1st, 2021 to August 31st, 2025** to enhance program offerings to students.

That the Board of Trustees approve the use of **LDC3202 Biology (Advanced) (2020) 35-3 in place of expiring LDC3219 Biology 35-3 (AP) from September 1st, 2021 to August 31, 2024** to provide continuance of program offerings to students.

That the Board of Trustees approve the continued use of Dance Performance 15, 25, and 35 (LDC1299, LDC2299, LDC3299) for 3 and 5 credits until August 31, 2024 for use in all Division high schools.

That the Board of Trustees approve the continued use of Directing 25 and 35 (LDC2468, LDC3468) for 5 credits until August 31, 2024 for use in all Division high schools.

That the Board of Trustees approve the continued use of ESL Expository English 15 and 25 (LDC1513, LDC2513) for 5 credits until August 31, 2024 for use in all Division high schools.

That the Board of Trustees approve the continued use of ESL Intro to Math 15 (LDC1350) for 5 credits until August 31, 2024 for use in all Division high schools.

That the Board of Trustees approve the continued use of Reading 15 and 25 (LDC1148, LDC2148) for 3 and 5 credits until August 31, 2024 for use in all Division high schools.

That the Board of Trustees approve the continued use of Academic Achievement through English Language Development 15, 25, and 35 (LDC1149, LDC2149, LDC3149) for 3 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Forensic Science Studies 35 (LDC3754) for 5 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Forensic Studies 25 and 35 (LDC2569, LDC3569) for 3 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Instrumental Jazz 15, 25, and 35 (LDC1431, LDC2431, LDC3431) for 3 and 5 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Leadership, Character and Social Responsibility 15, 25, and 35 (LDC1509, LDC2509, LDC3509) for 3 and 5 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Musical Theatre 15, 25, and 35 (LDC1979, LDC2979, LDC3979) for 5 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Theory of Knowledge 35 (LDC 3152) for 3 credits until August 31, 2025 for use in all Division high schools.

That the Board of Trustees approve the continued use of Vocal Jazz 15, 25, and 35 (LDC1433, LDC2433, LDC3433) for 5 credits until August 31, 2025 for use in all Division high schools.

Respectfully submitted,
Morag Asquith

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Assurance Plan Approval

Background

The provincial Assurance Framework requires school jurisdictions to develop and submit a Three-Year Assurance Plan by May 30 annually. This is the first year of the Assurance Plan model for Lethbridge School Division. Prior to this year, the Division developed a combined Three-Year Education Plan and Results Report for submission to the province November 30 annually. The Assurance Plan will be shared with the Board of Trustees and made available on the Division website.

Recommendation

It is recommended that the Board approve the Assurance Plan, as presented.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Christine Lee
Associate Superintendent, Business and Operations

RE: Natural Gas Contract

Background

Lethbridge School Division currently has an open market floating natural gas supply contract with Access Gas until December 2021. Current load rates are approximately \$3/GJ on average for the School Division.

Lethbridge School Division engaged the services of Energy Associates International (EAI) last year to support management of the Division's energy portfolio. Part of this process is monitoring future pricing on electricity and natural gas.

EAI has been monitoring the Natural Gas Market and has advised that rates are increasing. There is a rise in the Natural Gas Market from record lows in 2019 for the following reasons:

1. Change in storage protocol during maintenance periods – suppliers are no longer forced to dump gas into the market in the middle of summer when there is minimal demand
2. Credit premiums/impact on trading due to persistent COVID-19 pandemic
3. Expectation of market normalization in 2021 with higher oil prices, the return of industrial demand and new gas pipelines being built out of Western Canada

An RFP for Natural Gas providers was issued by EAI and four vendors were prequalified to provide Natural Gas services. These vendors were Direct Energy, Access Gas, Enmax Energy, and TransAlta.

It is recommended given current trends in Natural Gas to contract for a three-year period January 2022 until December 2024 based on favourable indicative pricing received. Associate Superintendent, Christine Lee will share indicative pricing and contract details received as of May 24th, 2021 with the Board of Trustees at the Board Meeting.

Should the board approve the Associate Superintendent of Business and Operations to enter a three-year contract for Natural Gas supply, firm and final pricing will be received on May 26th and best option signed before 12 noon to engage in the contract. As Natural Gas is a commodity, pricing is held for very short period of time.

Recommendation

That the Board approves the Associate Superintendent, Business and Operations to enter a Natural Gas supply contract for the period January 2022 to December 2024 with the supplier that provides the best final pricing.

Respectfully submitted,
Christine Lee

MEMORANDUM

April 27, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: École Nicholas Sheran Name Change

Background

As a result of the boundary changes, École Nicholas Sheran will no longer be a French Immersion School. This is a request to change the school name to Nicholas Sheran School.

Recommendation

It is recommended that the Board accept the school name change to Nicholas Sheran School and notify Alberta Education of the change effective the 2021-2022 school year.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Christine Lee
Associate Superintendent, Business and Operations

RE: Business and Operations Report

Background

The May report of the Associate Superintendent Business and Operations and the Student Transportation Task Force Report are attached.

Recommendation

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

Respectfully submitted,
Christine Lee

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Mike Nightingale
Associate Superintendent, Human Resources

RE: Human Resources Report

Background

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

Recommendation

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

Respectfully submitted,
Mike Nightingale

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Morag Asquith
Associate Superintendent, Instructional Services

RE: Instructional Services Report

Background

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

Recommendation

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

Respectfully submitted,
Morag Asquith

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Board Priorities

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



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.
- The Elementary and Middle School Literacy Committees held their final meetings of the year.
- Bev is working in close partnership with SAPDC to plan for a Literacy Summer Institute taking place on August 10 and 11.
- Bev has been working to develop a PL opportunity for teachers in the fall on the “science of reading”. This has been a topic of interest in literacy in recent weeks and months. This PL session will focus on how to incorporate research into our Division’s Comprehensive Literacy Framework.

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 areas of focus are effective teaching practices in mathematics, building number sense differentiation in math, and math workshop.
- The Elementary, Middle, and High School Numeracy Committees held their final meetings of the year.
- Professional Learning for the newly purchased “Building Fact Fluency for Addition and Subtraction” will be provided to a number of elementary schools on the afternoon of May 25th.

Curriculum Implementation

- Alberta Education released its Draft K-6 Curriculum on March 29. The Director of Curriculum and Lead Teachers reviewed the documents and provided information to support the Superintendent and Board in making a decision about whether our Division should pilot it in the fall.

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. We are currently working with the U of L for the delivery of courses in the 2021-22 school year.
- Lethbridge College recently has announced they will be offering dual credit learning opportunities for high school students for the 2021-22 school year. They hosted an evening on May 12th.
- 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. Off-campus education is currently looking at the parameters with the new funding framework regarding work experience during the summer.
- Indigenous Grad Coaches are working together to begin planning for Indigenous Education Graduation. This is planned to occur June 22nd and 23rd at the Education Centre.

Middle School Initiatives

- Schools continue to extend learning regarding concept-based teaching/ pedagogy.
- Collaborative teams have been formed to enable the sharing of ideas and resources for online 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. In lieu of being unable to present to Health Champs on May 10th, a second lesson has been posted to the website.

Early Learning

- Through our screening processes, which includes completion of the Ages and Stages Questionnaire (ASQ) and a speech and language check-in with one of our Speech Language Pathologists, we are seeing increasing needs in children entering Early Education Programs as compared to other years at this time.
- A total of 279 children are enrolled for EEP at this time, which includes 66 children projected to access Program Unit Funding (PUF) for a severe delay and 61 children that are projected to access mild/moderate and ESL support. There are still children waiting for assessment that may end up requiring support and we are continuing to do intake with new families which will add to these numbers.
- At this time, we have 10 EEP spaces left across the entire division for children that wish to access programming on a fee-paying basis. We have more spaces available for children that may access PUF, m/m or ESL which will increase as we receive more assessment information and receive new registrations.
- We are exploring a possible partnership with Building Brains Together that will include an “at home” learning option for children to build executive functioning skills. This will be separate from our Early Education Program and will include some research components connected to Dr. Robbin Gibb, neuroscientist at the U of L, who has developed the executive functioning curriculum that we already utilize across our division in our Early Education Programs with very positive results.

Indigenous Education

- The Indigenous Education Team is starting to plan for our Indigenous Education Grad in June and next year (Strategic Plan).
- We will be posting for our 4 Grad Coach- Indigenous Education positions for the upcoming 2021-22 school year.
- The Indigenous Education Department continues to provide both formal and informal learning opportunities for staff. Our Elementary Teacher- Indigenous Education is working with three schools on morning announcements with Indigenous insights. “Indigenous Games Kits” have been distributed to elementary schools for use in classrooms. John Chief Calf is working with the ATA PL committee to provide an ATA Indigenous Education event in April.
- Jenna Jewison and Jessica Deacon (Helen Schuler) recently released a second lesson for “Think Outside”.
- We were fortunate to hire Amelle Weasel Fat to join our team as Grad Coach to support Maria and Kendall’s maternity leaves at LCI and Victoria Park.

Administrator Professional Learning

- The Admin symposium created momentum for admin PL to focus this year on “creating cultures of thinking” in all schools. “Thinking Schools” PL sessions for all administrators have been held in October, January, February, and most recently, April 15th.
- New administrators for the 2020-2021 school year 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. January 7th session was facilitated by Mike, Rhonda and Cheryl, focussing on staff hiring practices and supervision. The last session of this school year was on April 22, with a focus on Professional Learning.

- We are embarking upon a multi-tiered approach to addressing and educating about anti-racism as a Division, Diversity and Inclusion Table. Cayley King, Tracy Wong and Morag Asquith hosted a session with Administrators on May 20th regarding Anti-racism and Anti-oppression.

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.
- At the May LST meeting, Inclusive Education will be seeking input from schools about the potential for SIVA training in August before classes begin.
- On April 22 Learning Support Teachers (LSTs) participated in PL with Shelley Moore on planning for diverse learners.

Here is a link to the session: - <https://blogsomemoore.files.wordpress.com/2021/04/april-22.pdf>

- Due to the boundary change that impacts Agnes Davidson, Karen Rancier and Morag Asquith are working with a French Immersion consultant and admin from AD and NS to build a 3-year transition plan to single track programming at Agnes Davidson. In the following weeks they will also be working with FI (French Immersion) Admin and teachers on this endeavor.

Teacher Induction Support for Quality Teaching and Leading [TIP]

- The format of 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. The October session focussed on reporting and parent/teacher interviews.
- April 23rd was our final session with our Year 1 TIP group. We used the time to reflect on best practices and lessons learned during our Pandemic year.
- Review exit slips submitted by the TIP teachers to prepare for next year's program.

Parent Engagement

- The feedback provided by the stakeholders at the February 2nd Town Hall was collated, posted on the Division website, and provided to the Board at their Strategic Planning session in March. The Division School Council met for the seventh time on May 3. The parent learning session and regular meeting was hosted using the Microsoft Teams platform. The parent Learning Session featured information regarding the draft K-6 provincial curriculum.
- The Diversity and Education Table will meet the first week of May to discuss anti-racism/oppression work that has begun in the division.
- A video for the public regarding the budget was posted on May 18th. A feedback loop was also posted on the website for the public to provide perspectives prior to the final Board review and approval of the budget.

Community and Business/Industry Engagement

- Transition from City of Lethbridge Transportation services to Southland is complete. A lot of work lies ahead in working with this partner in planning for the 2021-22 school year.

Management of Growth and Capacity Building learning spaces

- Projects under Capital Maintenance and Renewal (CMR) grant funding were submitted for budget 2021-2022. Priority projects requested for funding include ventilation, accessibility, and other building upgrades. The Division received \$1.6 million in CMR funding. This funding will be allocated to heat pump replacements at LCI. Work has already begun and will continue until September.
- The Division submitted 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. It is anticipated that we should know fairly soon if Lethbridge School Division qualified for any of our requested modular classrooms.

- The Division was given the opportunity to take three, 10-year-old modular classrooms from another school jurisdiction. These modulators have been picked up and moved to the Division. They are currently being stored in part of the Chinook High School parking lot. Decision on priority placement will be made once new modular classroom announcements are made by Alberta Education in the near future.
- The 2021-2022 to 2023-2024 Three Year Capital Plan was approved and is on the website.
- The Province of Alberta announced 14 school projects in Budget 21-22. Lethbridge School Division's west Lethbridge Elementary School designated for Garry Station was announced on March 10th as one of these school projects. The school will open at the earliest September 2025 with an opening capacity of 610 with the capacity to build out to 900 students.
- The Board approved a \$4.1 million Energy Performance Project that will update aging infrastructure such as heating pumps, cooling towers, condensing units and replace LED lighting. This project will enhance the learning environment and energy efficiency. Mike Mountain Horse, Nicholas Sheran, Dr. Probe, Park Meadows and Fleetwood-Bawden elementary schools and LCI are the schools receiving these upgrades. Funding is from IMR and CMR funding.
- Occupancy was received on March 12th at Dr. Plaxton Elementary School. Furniture will be arriving the week of May 25th.

Other School Improvement Initiatives

- We continue to support Staff Wellness Throwdowns- the challenge for May is- "Reflecting on our Journey," hopefully this Throwdown will remind us about the importance of maintaining positive mental health. April our Wellness Throwdown was promoting water consumption.
- Nutrition Programs continue to support breakfast, lunches, and snacks for students throughout the day.
- Wellness Grant reports will be collected at the end of May and the Wellness Grant Applications will be released May 10th for 2021/22 school year.
- Shelley Moore is continuing to visit to explore how we can continue to enhance programming for all students via Universal Design for Learning. Her last visit was April 22nd when she spent time with LST's as well as staff at Galbraith and Winston Churchill High School.

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, and physical activity.
- We continue to balance information the AHS presents to us on covid positive numbers and AHS restrictions to keep our schools safe and maintain cohort structures- many of our itinerants are still minimizing working in multiple settings.
- The Counselling Department continues to provide current, relevant information through "The Loop" to our schools, there is information on careers, scholarships, resources and supports that are presented monthly.
- The Counselling Department sent out a survey to Principals gleaning feedback from the year after the restructuring in 2019/20.
- 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 to keep our schools safe.

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

- Inclusive Education and HR completed school staffing visits on May 10.
- Inclusive Education supports have been restructured to reflect new Moderate Language (Code 48) designation in kindergarten, as well as the introduction of Kindergarten Severe funding for the 2021-22 school year.
- Our Division OT, Kelsie Enright, is moving out of province on May 21, but we have been fortunate to hire a new OT for the 2021-22 school year. Kelsie has been instrumental in creating our OT model this year and has skilfully managed a large caseload across all schools.
- A decision has been made to maintain six SLP positions for the 2021-22 year, given that Division SLPs will be assuming more responsibility for Augmentative and Alternative Communication as AHS further narrows its mandate in schools.
- Moving forward with our focus on RTI and UDL, Shelley Moore worked with LSTs on April 22 in supporting the application of UDL in the classroom, linking it to our Division RTI framework at the core instruction level. Follow up at the May LST meeting will involve discussion on the role of the LST in Division schools.
- The May ESL Tip-of-the-Month was sent to teachers. This month's tip, QSSSA, aims to build increasing independence in academic conversations. QSSSA is a five-step process – Question, Signal, Stem, Share, and Assess.
- Bev Smith, ESL Lead Teacher, worked remotely to co-teach lessons that could be used during online or in-person instruction with one of our Limited Formal School Teachers.
- Kits are being created to support teachers in developing language acquisition as well as academic language acquisition.
- Intakes were completed with 2 families: one from Philippines and the second from India.
- Bev met online with the "Supporting Our English Language Learners" group from Winston Churchill High School to share strategies and problem solve with them.
- Numeracy resources were purchased for our Limited Formal Schooling Classrooms.
- Sarah Ahlgren, our ESL Student Support Worker, has accepted a position with Immigrant Services and leaves us on June 4. Her connections with staff, students, families, and community supports will be greatly missed. The position will be posted shortly with an August start date.
- Sarah has been busy during at-home learning meeting student technology needs and providing families with strategies to keep students connected.
- In conjunction with Lethbridge Family Services, Sarah has had the opportunity to run wellness groups with door drop-off kits for our newcomer families.
- Ann and Bev continue to have conversations with schools about programming and transition needs for immigrant/refugee students for 2021-22.
- Jim Kerr, Student Engagement Consultant, is also busy maintaining student connection to schools during at-home learning. He is also reaching out to families about transitions for next year to ensure that no student/family is disengaged. This frequently involves ensuring access to school and community resources to provide the wraparound supports families need.

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 continued to be diligent in the preparation and delivery of at-home learning using Teams as a delivery platform for full-time at-home learners as well as classes and students in quarantine.

Technology

- We have partnered with Lenovo to take part in a research project that will examine how VR headsets can be used in the K-5 curriculum. Lenovo has supplied software licensing that will allow students to create and distribute VR content to an entire class. Lenovo has also donated 13 headsets and will be training staff. We also have started conversation with the U of L to offer a course next summer for teachers wanting to learn how to create VR content to enhance learning.
- The Technology Department is working with Wilson Middle School in hopes to start an e-sports league for the 2021-22 school year. The e-sports league would be an after-school activity that would engage students with different e-sports tournaments currently being offered in the province.
- We have assembled a committee to look at standardizing a digital portfolio tool for the 2021/22 school year. We are currently reviewing Edsby and All About Me, as options for next school year.
- The Technology Department has been working with Transportation to collect data regarding bussing for next school year. Our goal being to have prepopulated forms sent to parents that will allow them to indicate if their child will be taking the bus or not. We are attempting to make an intelligent system based on individual addresses that will automatically send out an email and collect the data.
- With the event of students moving back online, we have once again opened our Device Store on our website. We have changed the model to have devices in stock so that when parents purchase them, they can be picked up on the same day. The devices we offer are the same that we supply our schools, so no risk of having devices we cannot use if they do not sell.
<https://www.lethsd.ab.ca/departments/technology/student-device-store2>
- Lethbridge Tech Department along with Logics has set up a Minecraft server so students can participate in the Canadian Minecraft Challenge. We have also booked a professional learning opportunity on June 9 at 3:30 PM for teachers to learn more on how to use Minecraft in the classroom. This session is targeted for grades 3-8. This session is also open to other school divisions that want to learn with us.

MEMORANDUM

April 27, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Acknowledgements of Excellence

Background

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:

Senator Joyce Fairbairn student **Kay Spencer** earned a cash award as part of the Ted Rogers Innovation Awards program, an initiative of Youth Science Canada.

Lakeview School Showcase

We began our year at Lakeview by looking for opportunities to build connections with our students and families after the abrupt end to in-school programming last spring. We established routines for morning announcements on Teams focused on self regulation strategies, mindful moments and humour. We used these opportunities to embed foundational ways of knowing into, and across our curriculum. We continued to celebrate our school and each other with monthly virtual assemblies where we recognized both students and staff for embodying our Lakeview values.

We continued throughout the year looking for ways to keep our students happy, engaged, and playing outside more. Our parent council funded the purchase of a Gaga ball court. We had playground stencils painted and are eagerly awaiting the installation of our outdoor classroom and improved outdoor basketball courts. This year saw Lakeview have its largest group ever join our Running Club and participate with their families. All students will be involved in wrapping this up by having every student be a part taking a lap in an homage to our Annual Super Hero Fun Run. We will also be hosting a “Still Social, but Distant” outdoor play day featuring outdoor physical, and academic learning as well as Traditional Indigenous Games.

In the area of Fine Arts our music teacher worked hard to teach music on a cart in each classroom. Because of her creative work we held a virtual winter concert, and had students participate in a drumming contest where they created their own beats and choreographed a song. Our students were recently participating in Education week activities featuring an

Inside/Out art gallery, a Chalk your Walk activity showcasing support for mental health and we will be having a Bulletin Board exchange between grade levels.

Our staff had never lost focus on encouraging all students to be well rounded and academically successful. We celebrate several students who were recognized during the recent Southern Alberta Science Fair:

- **Arven Narra - Grade 5/Gold Award and Best Elementary Project** - Project: *Aerodynamics*
- **Abhigyan Nagaruru - Best Experimental Design award** - Project: *Buzz with Orbeez*
- **Dave Virk - Best Orator Award** - Project: *The Best Paper Aeroplan Ever*

We thank Division 51 for their unwavering support through this year, and also to our School Council for providing us with treats and lunches to keep us going. We are proud of all of our Lakeview family!

Immanuel Christian Secondary School Showcase

As has been the experience for schools across the province, the year at Immanuel Christian Secondary School has been characterized by change, adaptation and support. Much has been asked of staff, students and our parent community who have all responded with grace, grit and resiliency.

The gathering of our school community for chapel and worship is a key practice at ICSS that we needed to adjust for this year. We moved to a virtual chapel format which included a taped message from pastors or speakers in our community along with worship music included. Our school theme this year was “Unity in Christ” and focused on themes of what binds us together as community, our actions and affections, and promotion of justice and equity. Our staff began to reflect on and refine their personal and professional “Deep Hopes” as a means to guide teaching practice and relationship building.

Our students were still able to engage in creative forms of expression and learning in their core and elective/exploratory courses. Movement towards project-based learning came to the forefront and allowed students to explore 3D printing, robotics, podcasting, woodworking, culinary arts and 3D art design. Outdoor play also became a much-needed emphasis where students were able to then focus and learn in the classroom. Band classes were shifted to general music classes where bucket drumming and guitars were explored by our middle school students.

In November, grade seven students had a great day of exploratory learning through the Skills Alberta Exploration days where they designed a prototype and then constructed it using materials and skills from a variety of skilled trades. The creativity and resourcefulness was neat to witness. Two of our high school students competed in the Regional Skills Canada competition for Carpentry. Congrats to **Josh Bosma** for winning the silver medal and to **Arie Haar** for winning the bronze medal.

Middle school house activities and high school dress-up days were outlets of fun for our students and provided some much need normalcy to the school year. Our supportive parent community continued to stand behind us and we look forward to a positive finish to the school year where we look forward to a Grade 12 drive-in graduation ceremony to acknowledge our graduates' hard work and determination in their time at Immanuel Christian Secondary.

Mike Mountain Horse School Showcase

It has been an eventful year at Mike Mountain Horse as we continue to focus on high quality teaching and learning. Supporting a continued focus on project-based learning, teachers in kindergarten to grade four have completed or are in the midst of projects. Grade four completed their board game creation project and are currently working through a numeracy focused Food Truck project while students are online! Grade three successfully completed their building focused project, *Looking at Lethbridge*, where students determine a need in the city and then plan, draw blueprints and build models of their designs. Grades two are in the early stages of their Bug PBL, while grade one is getting ready to kick off their Birds PBL. Finally, Kindergarten has introduced a new project focused on names and family while students access learning from home. We have had Melanie Morrow join us via Teams, offering mini-lessons on the four plants that are sacred to the Blackfoot people. We purchased four Addition and Subtraction Fact Fluency kits prior to board approval of supplying these kits to the division and have had teachers engaged in the pilot and feedback of the Fact Fluency Kit for multiplication and division.

Mike Mountain Horse has traditionally held monthly Spirit Assemblies based on the Seven Sacred Teachings, where students who demonstrate the qualities of Love, Respect, Courage Honesty, Humility, Wisdom and Truth are acknowledged. This year, these assemblies take place on Teams and have been hosted by students in a variety of grade levels and always feature a visit from our school mascot Spirit the Horse. The importance of offering students opportunities to participate in traditional activities has been at the forefront of planning. With this in mind, we were able to offer a digital Remembrance Day Assembly, Christmas concert and online Christmas caroling. We have also held a number of fun theme days such as crazy hair day, pajama day, book character day, and an upcoming beach day!

Our very active school council has embraced the digital world moving all meeting online. We have worked closely with the council to meet all safety protocols and have continued to offer our hot lunch program. The school council Society has run three new, amazing fundraising events (Mixing spoon, Donut Day and Cookie Dough) while still supporting staff and students with appreciation gifts, resiliency gifts, and creating a Family Fun Outdoor Challenge.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

May 25, 2021

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 are the donations and support received by the Division.

- Vishal Sukhadiya, Pharmacist/Owner of **The Medicine Shoppe** is providing scholarships to eight high school students in the areas of Best Leadership skills (\$625) and Top Grades (\$625) for a total of \$5,000.
- The **Evangelical Free Church** made a generous donation of 40 Chromebooks to be distributed to students in need of technology devices for access to learning at home. The Chromebooks were presented to the receiving schools on May 18th. The following schools received the Chromebooks for distribution:
 - WCHS – 10 Chromebooks
 - Wilson – 10 Chromebooks
 - GS Lakie – 5 Chromebooks
 - Paterson – 5 Chromebooks
 - Galbraith – 5 Chromebooks
 - Fleetwood – 5 Chromebooks

Recommendation

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

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: School Graduation / Yearend Celebrations

Background

Given the pandemic and subsequent Alberta Health Services guidelines for protecting the health and safety of all public members, regular graduation ceremonies for high schools are not possible for the second consecutive year. The staff and administration of the high schools have been incredibly innovative in their development of different graduation ceremonies that adhere to the guidelines of Alberta Health Services. The activities that are being put in place have not been finalized given the potential change in guidelines that may occur the last week of May. Trustees will be provided with the final plans of the high schools once they are in place. It is the goal of the high schools to honour the graduates and provide opportunity for celebratory closure to a milestone in the lives of these young men and women.

Recommendation

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

Respectfully submitted,
Cheryl Gilmore

Calendar of Events for Board of Trustees

- | | | |
|------|-----|---|
| June | 6-8 | A.S.B.A. Spring General Meeting
9:00 am, Virtual Meetings |
| | 10 | Administrators' Committee meeting
1:15 pm, Microsoft Teams |
| | 22 | Board Meeting
3:30 pm, Education Centre / Teams meeting |
| | 25 | Elementary / Middle School Student school year ends |
| | 28 | High School Student school year ends |
| | 29 | Teaching staff school year ends |

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Lola Major, Trustee
Clark Bosch, Trustee

RE: Policy Advisory Committee – April 30, 2021 and May 5, 2021

The Policy Advisory Committee met on April 30, 2021 to review the following policies:

- Policy 204.13.1 Public Solicitations of the Board
- Policy 205.1 Trustee Compensation
- Policy 206.1 Trustee Training and Development
- Policy 301.1 Superintendent of Schools Roles and Responsibilities
- Policy 301.3 Evaluation Process for the Superintendent
- Policy 302.2 Secretary-Treasurer
- Policy 601.1 School Three Year Education Plan and Annual Education Results Report

The Policy Advisory Committee met on May 5, 2021 to review the following policy:

- Policy 606.5 Educating Students at Home

Policies were distributed for stakeholder feedback.

Respectfully submitted,
Lola Major
Clark Bosch

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Christine Light, Trustee

RE: Poverty Intervention Committee – May 5, 2021

Committee Members Present: Christine Light, Karen Rancier, DeeAnna Presley-Roberts, Ciona Thompson, Donna Stodolka, John Chief Calf, Brian Palsky, Jamie Walburger

Family Support

- DeeAnna shared a year-end summary video. This video is available on the Poverty Committee Web Site.
- Family Support Workers are mainly relying on referrals from schools. Usage of supplies and materials is lower this year. This could be due to changes in school roles and not being able to accurately identify needs and/or families accessing community resources.
- Highlighted Community Partners: Interfaith Food Bank, My City Care, Shoe Warehouse, Mtn Warehouse, McKillop United Church (knitter's group), LDS church, Blood Tribe Housing, University Drive Alliance Church.

WAM Bags

- At least 100 fewer bags distributed this year. DeeAnna will compile information reflecting where families are receiving supports.
- Wellness Presentation to the Board will be put onto PIC web site.

Financial Report

- To date 10 schools have accessed Poverty Funding.
- Total donations to date for the 2020/2021 school year: \$2770.
- Board donation to the PIC will be reinstated for the for the 2021/2022 school year.

Goals/Vision for 2021-2022

- Continued advocacy and public awareness of the work of the Committee.
- Welcoming student committee members.
- Increasing knowledge and awareness of poverty issues within our New to Canada Community.

11. Next Meeting: October 2021 (Date TBD)

Respectfully submitted,
Christine Light

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Christine Light, Trustee

RE: ATA Local Council – May 5, 2021

1. Discussion regarding pilot program for ASEBP for all leaves over 2 weeks in length.
 - Concerns over need to disclose more information earlier than typically required.
 - Confusion within communication process.
 - Trying to make transition smoother to long-term disability.
2. New Teacher Induction
 - 60+ new teachers
 - Drop-in style celebration: speeches recorded and timed.
3. Retirement Celebration
 - Pick-up style dinner; décor basket; pre-recorded speeches.
4. DEHR
 - June is Pride month. COVID edition pride shirt and swag.
5. Curriculum
 - This issue has united the teaching profession more than has ever been.
 - Teachers discouraged from participating in private MLA working groups and to communicate through boards.
6. Local Political Engagement
 - General discussion of fall elections; ATA revamping *Vote for Kids* web site.
 - Local council should liaison with Division School Council. A representative should attend each meeting to connect with this community.

Respectfully submitted,
Christine Light

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Clark Bosch, Trustee

RE: Board Budget Committee – May 6, 2021

Committee Members:

- Clark Bosch, Chair of Board Budget Committee
- Donna Hunt, Trustee
- Cheryl Gilmore, Superintendent
- Christine Lee, Associate Superintendent, Business and Operations
- Mark DeBoer, Director of Finance

- 1) The Committee was provided an overview of the draft 2021/2022 Preliminary Budget including a Funding & Teaching Staffing Analysis.
- 2) The Committee discussed the public presentation and engagement of the budget, including
 - informing public of 2021/2022 budget and feedback process in advance,
 - use of a pre-recorded budget presentation for uploading on the website,
 - providing copies of the budget boards, executive summary, infographics, and other budget information on the website (for budget details and analysis)
 - options for public feedback, including use of online feedback form, and
 - process of providing feedback to the Board Budget Committee

Respectively Submitted,
Clark Bosch

MEMORANDUM

May 25, 2021

To: Board of Trustees

From: Donna Hunt, Trustee

RE: A.S.B.A. General Meeting – May 19, 2021

Alberta Education Report – Todd Sieben for Ron Taylor

1. P.A.T. exams have been postponed. Diploma Exams are optional. Schools will continue with their own assessments.
2. All students will return to in class learning after the May long weekend.
3. There is a Curriculum Survey for Parents at Alberta.ca/home. There are 58 of the 61 Boards not piloting the curriculum. Four Boards are doing parts. According to Alberta Education, the number 1 reason for not piloting at this time is not wanting to increase the workload of teachers as teachers deal with the pandemic. Alberta Education has had positive feedback on the Language Arts Curriculum, generally positive feedback with the Mathematics Curriculum, the Science Curriculum shifts from a discovery approach to more of a memorization approach and the Social Studies Curriculum has received negative feedback.
4. There is a change from accountability to assurance with less compliance and more support for the Division as to each school authority's priorities.

Presentations:

1. Corinne Sperling – P.D. Services Alberta Education – Land Acknowledgements – Why, Who, When, How to move beyond land acknowledgements.
2. Cheryl Dumont – Indigenous Languages survey summary.
3. Audit Presentation – A.S.B.A. Zone 6 Audit Letter and Financial Statements were shared as a clean audit.

Reports:

A.S.B.A. President, Zone President, Zone Director, Labour Relations. The minutes of the meeting will be circulated.

Respectfully Submitted,
Donna Hunt