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**Lethbridge School Division**  
**DIVISION SCHOOL COUNCIL**

**June 7, 2021 - 6:30 pm – Microsoft Teams**



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**AGENDA**

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- 6:30 1. Welcome and Introductions
- 6:35 2. Additions to the Agenda
- Bell time change at Dr. Probe – Danielle Aubin
3. Approval of the Agenda
- 6:40 4. Approval of the Minutes from May 3, 2021
- 6:42 5. Business Arising from the Minutes
- 6:45 6. Trustee Report
- 7:00 8. Superintendent's Report – Cheryl Gilmore
- Resource Materials – how they are chosen for classroom.
9. Committee Reports
- *Poverty Intervention Committee* – May 5, 2021
10. Roundtable Reports
- Reports are included with the agenda: an opportunity to highlight a very significant event or for questions from the representatives about information in a written report.
- 7:30 11. Adjournment

**Division School Council 2021-2022 Meeting Dates**

October 4, 2021  
January 10, 2022  
April 4, 2022

November 1, 2021  
February 1, 2022 Town Hall  
May 2, 2022

December 6, 2021  
March 7, 2022  
June 6, 2022

## **2020-2021 Division School Council Representatives**

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

## Division School Council Minutes for May 5, 2021

1. **Welcome and Introductions** - 6:40pm
2. **Additions to the Agenda** - none
3. **Approval of Agenda** - accepted as presented.
4. **Approval of the Minutes** of April 12, 2021 – accepted as presented.
5. **Business Arising from the Minutes** - none
6. **Trustee Report**
  - 6.1. Please see attached the Trustee report for details as presented by Christine Light.
7. **Alberta School Councils Association Report**
  - 7.1. Two parents attended the ASCA conference (Adna Asem & Allison Pike).
  - 7.2. Minister spoke and said that she advocates to have students in class learning.
  - 7.3. Social emotional pieces are being researched and reviewed.
  - 7.4. Policy revisions and updates are available on the ASCA website.
  - 7.5. *ASCA Conference and AGM links:*

Alberta Education – Draft Curriculum:  
<https://www.albertaschoolcouncils.ca/public/download/files/178790>

Alberta Education – Assurance Model:  
<https://www.albertaschoolcouncils.ca/public/download/files/178789>

Debbie Pushor keynote on parent engagement, more information from her website [www.debbiepushor.ca](http://www.debbiepushor.ca) as well as free session at <https://www.debbiepushor.ca/courses/bridgebetweenus>

Dr. Bonnie Stelmach’s research on Navigating on Virgin Snow: What can be learned about Parent-Teacher Relations from the COVID-19 Pandemic can be found here:  
<https://www.albertaschoolcouncils.ca/public/download/files/169642>

Keynote speaker Kelly with Leader in Me spoke about the social emotional impacts. There is a session available for parents and school councils on Habits at Home and Parents/School Councils can contact Anthea Boras at [anthea.boras@franklincovey.com](mailto:anthea.boras@franklincovey.com) for more information.

AGM Results: <https://www.albertaschoolcouncils.ca/public/download/files/178720>
8. **Superintendent’s Report**
  - 8.1. May 3 is international bus driver day, take a moment to thank them!
  - 8.2. Education week May 3 - 7, take a moment to thank all the education facilitators (admin staff, teachers, caretakers, assistants, etc).
  - 8.3. Rapid testing is put on pause at secondary schools due to the at-home learning platform for grades 7-12 for a minimum of two weeks.
  - 8.4. Possibility of moving rapid testing to Elementary schools, will be confirmed within the next few days, please note that if it does take place there is always a choice to participate or not.
  - 8.5. Division Assurance Plan (replaces the traditional “Education Plan” model) to come out end of May. School Assurance Plan deadline has been extended from end of June to end of September.
9. **Roundtable Reports**
10. **Adjournment** - 7:21 pm, next meeting - June 7, 2021



LETHBRIDGE SCHOOL DIVISION  
Board of Trustees  
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## **TRUSTEE report to school councils:**

April 27, 2021

### **1. Presentations - Counselling**

Kathy Mundell, Counselling Co-ordinator for Lethbridge School Division, delivered a presentation for Trustees. Mundell explained there are two teams that offer very different supports - Family Support (funded through Child Family Services and FCSS) and Mental Health Capacity Building (funded through AHS). She provided a recap of the current situation in Lethbridge, as it pertains to the pandemic, where 58 per cent of families have experienced income loss and in 20 per cent of home, all income sources have been lost.

### **2. Policy Review**

Division policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, Division School Council, each of the employee groups, and Division and school administration. Co-ordinator of Learning and International Education, Trish Syme co-ordinates the meetings.

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

202.2 Chair of the Board - Amended

202.3 Individual Trustees - Amended

203.2 Long-Range Planning - Amended

203.4.1 Standing Committees - Amended

203.5 Special (Ad Hoc) Committees - Amended

203.6 Joint Committees - Amended

203.6.3 Board Representatives - Amended

204.9 Board Meeting Procedures - Amended

204.13.1 Public Solicitations of the Board - Amended

1003.1 Channels of Communication and Disputes Resolution - Amended

The policies begin on Page 11 of the [AGENDA](#).

### **3. Art's Alive and Well in Schools**

Art's Alive and Well in the schools is a yearly art exhibit put on by all the Lethbridge city schools within the Holy Spirit Catholic School Board, Lethbridge School Division and École La Vérendrye. It is displayed in co-operation with the Southern Alberta Art Gallery and usually takes place in the spring. Last year, due to Covid, "Art's Alive and Well in the Schools" moved online and was well received in that format. For that reason (and the continuation of Covid restrictions) it was decided to move the exhibition online permanently. It is a pleasure to announce our re-named and re-branded 44th annual exhibition: "Virtually Installed: Lethbridge Schools. Students. Art".

The exhibition will be hosted on a page on the Lethbridge School Division website starting May 3, 2021 and promoted by the Southern Alberta Art Gallery and the Holy Spirit Catholic School Board. In addition, the SAAG will be showing a virtual tour of the artwork on their website.

### **BOARD OF TRUSTEES**

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

### **3. Art's Alive and Well in Schools**

Like last year, there will be an opportunity for everyone to vote for their favourite works and we are also pleased to include the University of Lethbridge and the Allied Arts Council as award sponsors. All the award winners and favoured artwork pieces will be announced in the last week of May.

The Board received the report as information and extended appreciation to Kathy Knelsen for her efforts to co-ordinate this celebration of student art in Lethbridge.

### **4. Associate Superintendent Reports**

Christine Lee, Associate Superintendent, Business Affairs; Mike Nightingale, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent, Instructional Services, delivered their respective reports for the Board. To read the reports in full, see Page 31 of the [AGENDA](#).

### **5. Education Week, May 3-7, 2021**

The first Alberta School Week (Education Week) was held December 2-8, 1928. Its purpose then, as now, is to call attention to the importance of education and to show the public the good things happening in Alberta schools.

Education Week provides all Albertans with an opportunity to highlight the important role education plays in shaping the future of our province.

The Education Week theme is "Learning is a Journey."

To celebrate Education Week at the Division level this year, the Lethbridge School Division trustees will recognize staff and celebrate the week using the website and social media.

The Board received the report as information.

### **6. Response to Public Forum**

Lethbridge School Division Board Chair Christine Light provided a response to a March 23 Public Forum presentation from Allison Purcell-Pike. The Board's written response can be found on Page 61 of the [AGENDA](#).

### **7. Board Reports**

Reports were delivered for Division School Council, Policy Advisory Committee and the Division Wellness Committee. The reports begin on Page 62 of the [AGENDA](#).

### **8. Correspondence Received**

The Division received letters from Alberta Education and Education Minister Adriana LaGrange. The letters can be found on pages 65 and 66 of the [AGENDA](#).

### **9. Correspondence Sent**

The Division sent letters to Premier Jason Kenney, Education Minister Adriana LaGrange and Health Minister Tyler Shandro. The letters can be found on pages 67-77 of the [AGENDA](#).

**To view the livestream of the April meeting, click here: [LIVESTREAM](#)**

#### **BOARD OF TRUSTEES**

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

**NEXT MEETING:  
Tuesday, May 23, 3:30 p.m.  
(public forum begins at 5 p.m. via TEAMS)  
Meeting livestreamed on YouTube**





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## **TRUSTEE report to school councils:**

May 25, 2021

### **1. Presentations - Off Campus Programs**

Andrew Krul, Off Campus Education Co-ordinator for Lethbridge School Division, and Carey Rowntree, Registered Apprenticeship Program Practitioner for the Division, delivered a presentation for the Board related to Off Campus Programs.

The presentation provided details on the Green Certificate Program, Work Experience and the RAP Program. Krul and Rowntree highlighted three student success stories, which focused on Dennis Shaw's work with DMT Industrial, Trinity Otis and her work at Performance Powertrain Products and Brayden Pike's experience at Southland International.

### **2. Policy Review**

Division policies are reviewed on a continuous basis to ensure they reflect the position of the Board. The Policy Advisory Committee has representation from the Board, Division School Council, each of the employee groups, and Division and school administration. Co-ordinator of Learning and International Education, Trish Syme co-ordinates the meetings.

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

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 - Tabled

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

The policies begin on Page 7 of the [AGENDA](#).

### **3. Assurance Plan Approval**

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.

The Board approved the Assurance Plan, as presented.

### **BOARD OF TRUSTEES**

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#### **4. Public Forum**

Rebecca Ash spoke to the Board on the topic of final assessments for students in Grade 9 to Grade 12, and the Division's decision to adjust final assessments to 15 per cent. More information can be found here: [ASSESSMENTS](#).

Ash said she appreciated the time and effort that went into the Division's decision, but added there was not enough parent input. She added she researched what other school divisions had decided upon for final assessments, and found the majority have not final examinations in place or have enacted a no-harm assessment in their final exams. As Lethbridge School Division students compete for post-secondary spots, Ash said the Division should not be making it harder for students to secure post-secondary spots. Ash added a 15-per-cent final will do little to prepare students for post-secondary school, and may prevent some students from attending.

She suggested the Division change its assessment plan for high school students to allow students to improve their mark with a final exam, while also enacting a no-harm clause to ensure their mark can't drop due to a final.

Allison Pike spoke about the Division's Work Experience, and what she called her son's fabulous experience with the program. She praised the supportive work placement her son has received and the job relationships he has gained, and noted the positive changes in her son since his involvement in the program began. Pike added what the Division does to provide the Work Experience Program opportunity to students is phenomenal.

The Public Forum can be watched here, starting at the 1 hour and 31 minutes mark of the Board meeting video: [BOARD MEETING](#).

#### **5. Natural Gas Contract**

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, shared indicative pricing and contract details received as of May 24, 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 26 and best option signed before noon to engage in the contract. As Natural Gas is a commodity, pricing is held for very short period of time.

The Board approved 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.

#### **6. École Nicholas Sheran Name Change**

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

The Board accepted the school name change to Nicholas Sheran Elementary School and will notify Alberta Education of the change effective the 2021-2022 school year.

#### **BOARD OF TRUSTEES**

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

## **7. Associate Superintendent Reports**

Christine Lee, Associate Superintendent, Business Affairs; Mike Nightingale, Associate Superintendent, Human Resources and Morag Asquith, Associate Superintendent, Instructional Services, delivered their respective reports for the Board. To read the reports in full, see Page 34 of the [AGENDA](#).

## **8. School Graduation/Yearend Celebrations**

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. The Board received the report as information.

## **9. Board Reports**

Reports were delivered for Policy Advisory Committee, Poverty Intervention Committee, ATA Local Council, Board Budget Committee and ASBA General Meeting. The reports begin on Page 68 of the [AGENDA](#).

## **10. Correspondence Sent - Minister of Education**

Lethbridge School Division sent a letter to the Minister of Education to convey the Division's appreciation for the announcement on May 3 providing school staff access to COVID-19 vaccination.

## **11. Correspondence Received - City of Lethbridge Land Development**

Lethbridge School Division received a letter from the City of Lethbridge's Land Development Manager with information pertaining to the city's Watermark Community Outline Plan and the options created to send in feedback.

**To view the livestream of the May meeting, click here: [LIVESTREAM](#)**

## **BUDGET MEETING - 2021-2022 Preliminary Operating Budget - May 25, 1 p.m.**

### **1. Opening Comments**

Trustees were permitted five minutes to make general comments on the budget or to identify particular issues that they wished to highlight. Trustees comments on the budget can be found at the 1 minute and 35 seconds mark of the 2021-2022 Preliminary Operating Budget meeting video here: [BUDGET MEETING](#).

### **2. Review of Belief Statements**

Board Chair Christine Light reviewed the Board's Budget Belief Statements.

### **3. Revenues and Allocations**

Debate in this section focused on revenues and allocations, including projected operating revenues, fees, inter-fund transfers, etc. Total revenues and the allocation to each block will be finalized.

The use of one-time operating reserves is subject to Ministerial Approval for the 2021-2022 school year; therefore, the budget may need to be subsequently adjusted if the use of reserves, as outlined in the 2021-2022 budget, does not receive Ministerial Approval.

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## **BOARD OF TRUSTEES**

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### 3. Revenues and Allocations

#### Fees

Fee information was attached to the agenda, including fee overview, the summary of significant changes, and the 2021-2022 detailed proposed school fee listing. The Board approved the 2021-2022 School Fee Schedule.

#### Overall Revenues and Allocations

The Board approved the Revenues and use of one-time Reserves for the 2021-2022 Budget, as per pages 30-33, as presented.

### 4. Expenditures and Transfers

Overall expenditures and transfers for the Division are outlined as per pages 34-35 of the 2021-2022 Budget. Debate occurred in the five sections:

#### Instructional Block

The Board approved the Instructional Block expenditures and transfers, as per pages 36-38 of the 2021-2022 Budget, as presented.

#### Governance and System Administration

The Board approved the expenditures and transfers for Governance and System Administration as outlined on pages 39-41 of the 2021-2022 Budget as presented.

#### Operations and Maintenance

The Board approved the expenditures and transfers for Operations and Maintenance, as outlined on pages 42-44 of the 2021-2022 Budget, as presented.

#### Transportation

The Board approved the expenditures and transfers for Transportation, as outlined on pages 45-46 of the 2021-2022 Budget, as presented.

#### Capital

The Board approved the Capital and Debt Services expenditures and transfers, as outlined on pages 47-48 of the 2021-2022 Budget, as presented.

### 5. Budget Approval

The Board approved the 2021-2022 Budget for Lethbridge School Division, as detailed in the previous motions, and authorized administration to allocate and expend funds in accordance with the budget, and the Board authorized administration to amend the 2021-2022 Preliminary Budget, if required by changes in the requested Ministerial Approval on the use of reserves.

More information on the budget can be found here: [BUDGET](#).

The executive summary of the 2021/2022 Preliminary Budget can be found here: [SUMMARY](#).

To view the budget infographics, click on the following link: [INFOGRAPHICS](#).

The budget boards for the preliminary budget can be found here: [BUDGET BOARDS](#).

**To view the livestream of the May meeting, click here: [LIVESTREAM](#)**

#### BOARD OF TRUSTEES

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

### NEXT MEETING:

**Tuesday, June 22, 3:30 p.m.**

**(public forum begins at 5 p.m. via TEAMS)**

**Meeting livestreamed on YouTube**



## Division School Council School Highlights

<b>School:</b>	Dr. Gerald B. Probe (represented by Danielle Aubin)
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### School Highlights:

Glow Dance-a-thon was a huge success, not only did we raise over \$20,000 but it went on seamlessly and the kids had a blast, even the online students were able to participate

### Participation in Decision-Making and/or Advocacy *(did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)*

Applying for a matching grant to add more pieces and a rubber surface to our playground
"Last day" treat

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

Dance-a-thon
Pieing a teacher in the face
Popcorn and hot lunch
Fundscrip

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

Balanced learning model for online learning, balance between screen time, paper and pencil, activity and fresh air all while keeping student engaged
Pizza night fundraiser, any other schools done this and was it successful?

### Best Practices *(program, speaker, or other item at your school that has worked very well)*

Having local companies come together to provide resources for events

## Division School Council School Highlights

<b>School:</b>	École Agnes Davidson School
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### School Highlights:

	The staff of École Agnes Davidson are wrapping up the year with some fun activities. We are continuing our virtual "One School One Book" reading The Tiny Hero of Fernie Creek Library by Linda Bailey. There will be a virtual talent show at the end of the school year and submissions are still being collected.
	To get the students moving, there will be a virtual Zumba lesson on June 9 <sup>th</sup> .
	Agnes Davidson Parent Council are supplying ices for the students with the aid of Kona Ice on June 11 <sup>th</sup> .

### Participation in Decision-Making and/or Advocacy *(did you participate in any decisions at the school such as policy or join the school in advocating for something or decide as a School Council to advocate for something?)*

	Agnes Davidson Parent Council had supplied up to two hot lunches a month in the past but because of Covid restrictions that number was drastically reduced. In an effort to support the local economy we used local business in the few lunches we were able to provide.

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

	Spell-a-thon has been a good fundraiser and continues to be with Covid restrictions.
	Cuppers Coffee is a new fundraiser for Agnes Davidson school this year and has been very successful.
	Panago Pizza offered two nights of giving 15% of sales to Agnes Davidson School Parent Council.
	Lunch on the Go - Used local businesses to provide a few lunches this year.

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

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### Best Practices *(program, speaker, or other item at your school that has worked very well)*

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