



Highlights from the Regular Meeting of the Board of Trustees

Meeting highlights from June 22 - Next meeting September 28

1. ICE Scholarships

Canada 150 Innovation Creativity and Entrepreneurship (ICE) is an annual scholarship awarded by Lethbridge School Division. The awards seek to recognize student innovation, in keeping with the Division's vision: Learners are innovative thinkers who are successful, confident, respectful, and caring.

Winners of the 2021 Canada ICE Scholarships are:

Grade 9/10 Winners

Steven Yang & Morteza Faraji (WCHS/CHS Gr 10) Cigarette Recycling - \$500 each

Alexandru Albu (CHS Gr 10) Art Through the Pandemic - \$1,000

Maggie Cheung (CHS Gr 9) Living Through 2020/2021 - \$1,000

Grade 11/12 Winners

Ashley Na (WCHS Gr 12) Acrylic Paint Project - \$1,000

Bradley Pike (LCI Gr 11) E-Sports - \$1,000

Lauren Van Roon (LCI Gr 12) Wool Felting - \$1,000

The Board of Trustees presented the winners with certificates and cheques prior to the Board meeting.

Visit the Lethbridge School Division website for more information: [SCHOLARSHIP](#).

2. Authorization of Locally Developed Courses

Alberta Education requires that all locally developed grade 7 to 9 courses be authorized for use by the Board of Trustees. As the middle schools and high schools have expanded their educational opportunities for students, it has become necessary to create a number of locally developed courses to adhere to Alberta Education policy. Karen Rancier, Director of Curriculum and Instruction has worked closely with the secondary schools to develop course outlines and student learning outcomes for each course. Although the courses are categorized by school, it is recommended that the courses be approved for use in all Division schools. A full description of all courses can be found at the following link: [2021 Grade 7 to 9 Locally Developed Courses](#)

The courses have been developed for grade 7 to 9 but may also be taught at Grade 6.

The Board of Trustees approved the use of the following locally developed grade 7 to 9 courses in all Division middle and high schools from September 1, 2021 to August 31, 2025:

Chinook High School

Football 9

Gilbert Paterson Middle School

Board Game Design & History 8

Guitar 8

Immanuel Christian Secondary School

Bible 6-9

Digital Communications 6-8

Robotics 6-9

Games 6-8

Music Appreciation 6

Outdoor Ed 8

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2. Authorization of Locally Developed Courses

Lethbridge Collegiate Institute

Leadership 9

Pop Rock 9

Senator Joyce Fairbairn

Falcon Academy 6-8

Winston Churchill High School

Film Studies 9

Yoga 9

Wilson

Basketball 6-8

Character through Music 6-8

Creative Pursuits 6-8

Entrepreneurship 6-8

Fitness 6-8

Flag Football 6-8

Forensics 6-8

Functional Fitness Training 6-8

Golf 6-8

Hockey 6-8

Sports Education - Intramurals 6-8

Learner's License 8

Math Card Games 6-8

Mythology 6-8

Outdoor Education 6-8

Outdoor Leisure 6-8

Podcasting 6-8

Problems and Puzzles 6-8

Raquet Sports 6-8

Read it Watch it 6-8

Sports Performance 6-8

Travel Tourism Geography and Culture 6-8

Volleyball 6-8

Watercolour 6-8

Yoga 6-8

Cooperative Games 6-8

3. Implementation of Verification Letter fees for Repeat Requests

The Lethbridge School Division responds to numerous documentation requests each year to supply parents, guardians, and students with verification of enrollment, proof of address and guardianship information, attendance records, reports cards, and other documents as requested. This service is provided free of charge to aid our families in receiving the official documentation they require.

Many of these requests are time and material intensive. Approximately 38% of these requests span between 20 and 85 pages and require several hours to compile. In addition to this, 15% of all requests are repeat requests due to lost documentation by the recipient or failure by the recipient to provide the documents to the organization within a timely manner after they have been supplied by the Division. As a result, Instructional Services has often provided updated documentation for the same request, several times over the course of a year.

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3. Implementation of Verification Letter fees for Repeat Requests

The report below outlines information regarding verification letter requests over the past school year (up to May 31, 2021):

Requests Processed:

- 2020-21: 234 requests (up to May 31, 2021)
- (313 projected by Aug 31)
- 2019-20: 319 (Sept 2019 to Aug 2020)

Number of 2020-21 Requests >20 sheets of paper:

- 66 - Citizenship (Majority)
- 3 - Legal
- 6 - All Student Files/CUM
- 11 - Permanent Residency
- 3 - Other
- 88/234 requests = 38%

Duplicate Requests for 2020-21:

- 36 duplicate requests = 15%

Estimated Staff Hours Dedicated to Verification Requests (including phone calls, research, translations, power school searches, and report writing):

- Melinda Moore - 1 hr/week
- Christina Peters - 3 hrs/week
- Anna Ell - 4 hrs/week
- 8 hrs/week total

Instructional Services is aware of Citizenship, Permanent Residency, CRA, and other organization guidelines of how often applications or verifications require an update of information and we are more than happy to provide these for our families. However, due to the frequency of repeat requests, Instructional Services suggests the implementation of the fee schedule below, effective August 1, 2021, for repeat requests.

Verification Letter Suggested Schedule of Fees (for repeat requests):

Type of Request:

CRA/PPP/MEP/AISH/Verification of Enrollment/Letter of Acceptance/Extension of Permit/Other Request under 20 pages: Base (1 student) - Includes one printed copy - \$10
Additional Student and/or Printed Copy per Student - \$2

Type of Request:

Permanent Resident/Citizenship Application/ Legal Request/Other Request over 20 pages
Base (1 student) Includes one printed copy - \$25
Additional Student and/or Printed Copy per Student - \$5

The Board of Trustees approved the implementation of the above schedule of fees for repeat or redundant verification document requests.

4. Building Brains Together Online Learning Support for 3 & 4 year-olds for the 2021-22 School Year

Through the years Isabelle Plomp has worked closely with Robbin Gibb from the University of Lethbridge and Building Brains Together. This valuable partnership has shifted practices and inspired innovative opportunities in our Early Education Program in Lethbridge School Division.

Building Brains Together - At Home is a new proposed online program that will include three weekly live, small group, online sessions for the child and caregiver with an Early Learning educator. The program strives to empower parents and caregivers by building on adult capabilities to develop the executive functioning of their child's brain, a process best accomplished in the first five years of their lives. Executive functioning includes important skills such as self-regulation (dealing with emotions, controlling impulses, tolerating change, being able to return to a calm state, etc.), working memory, paying attention, organization skills, problem solving, flexibility, and much more.

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4. Building Brains Together Online Learning Support for 3 & 4 year-olds for the 2021-22 School Year

The Division recognizes that a virtual format is not optimal for young children, however can serve as a way for adults to work alongside their child, providing essential real-life interaction that is so critical for young children's learning and brain development. Virtual sessions, approximately 30 minutes in length, would take place in the afternoons on Tuesday, Wednesday, and Thursday. Parents can learn more by joining the weekly parent café, on Monday afternoons, which will include educational support and guest speakers on child/brain development.

If approved by the Board, there would be a \$100 a month registration to have online access to cover staffing and resources for this amazing opportunity. We are hoping that families outside of the division will also access this valuable capacity building opportunity. We are hoping to secure at least 20 families with this opportunity.

The Board approved the amazing opportunity for Early Education and our School Division and supported the recommended \$100 monthly fee per student to make the endeavour sustainable.

5. Third Quarter Financial Report

The 2021-2022 Third Quarter Financial Report for the Division was provided for review. Director of Finance, Mark DeBoer, was in attendance to respond to any question's trustees had.

The Board accepted the 2021-2022 Third Quarter Financial Report as presented.

The report can be found on Page 22 of the [AGENDA](#).

6. Co-curricular/Extra-curricular Phase-In Plan

Middle and High School administrators who oversee extra-curricular and co-curricular activities have met with Associate Superintendent Morag Asquith over the past month to develop a phase-in plan for the fall. This phase-in plan is a continuum that allows for decision making in a short period of time given the specific context. Currently, the trend for opening things up looks very positive. The continuum allows for flexibility of opening in a manner that aligns with provincial and federal conditions and protocols. Approval of the continuum allows for decision-making in August and September prior to the Board meeting again.

The Board approved the Co-curricular/Extra-curricular Phase-in Plan as presented.

7. Standing Committees

Board of Trustees Committee chairs are asked to provide an Annual Report and Terms of Reference Review at the Board meeting in September 2021. The Standing Committees are as follows:

- Board Audit Committee
- Board Budget Committee
- Boundary Review Committee
- Community Engagement Committee
- Division Wellness Committee
- Facilities Committee
- Indigenous Education Advisory Committee
- Policy Advisory Committee
- Poverty Intervention Committee
- Spirit of 51 Committee
- Superintendent Evaluation Committee

Annual reports and terms of reference reviews presented in September 2020 can be found on the website or requested through the Superintendent's office.

The Board accepted this as information.

8. 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 58 of the [AGENDA](#).

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9. Board Priorities

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

The Board received the report as information.

The report can be found on Page 73 of the [AGENDA](#).

10. Donations and Support

Lethbridge School Division is fortunate to be in a community that strongly supports programs and services for students. 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.

- Dr. Probe Elementary School received a \$5,000 donation from Shaw for Maker Station and STEM items.

The Board received this summary as information.

11. 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

Lethbridge Collegiate Institute:

In a strange year...

- E-Sports Team places first in their tournament. LCI Samurai entered their first ever tournament and won.

- Artisan Christmas Tree Auction raised \$2,000 from a local business.

- LCI Graduation – had their largest grad committee in supporting this year's Convocation and Grand March.

Both events were amazing and very much appreciated by parents.

- LCI Leadership class ruled the school. They did a spectacular job of recognition boards throughout the building.

- Dance Academy produced a documentary representing their entire COVID year. The documentary will be shown at the Movie Mill in a drive-in format June 28 & 29.

- And finally, we are anticipating a return to normal school in August. We cannot wait for all of students to be able participate in additional choirs, bands, plays and athletics.

Students going to college/university to pursue athletics:

- Lily Jensen – NAIT (Basketball)

- Kwynsi McLachlan – Medicine Hat College (Basketball)

- Ryan Evans – Dickenson State University (Track & Field)

- Spencer Stanko – University of Alberta (Football)

- Sam Crighton – Lethbridge College (Volleyball)

- Fiona Hyland – Stevens College (Volleyball)

- Isaac Fletcher – University of Nebraska-Omaha (Swimming)

Lethbridge Christian School:

Our staff, like others in the division have done an excellent job of navigating teaching and learning in global pandemic. When we were in scenario 3 (at-home) learning the second time a parent commented that "I find myself in awe of how your teachers found ways to engage their students through a computer screen... innovative and creative ideas that inspire me." Allison Overbeeke offered a "cooking channel" that was well attended by our Grade 8s to help stay connected with them during at-home learning periods. This cooking channel was outside of regular class work.

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11. Acknowledgements of Excellence

Lethbridge Christian School:

We moved announcements and chapels onto teams, which allowed students engaged in at-home learning to connect to the school and maintain routine. Nikki Kish, a Grade 4 at-home learning teacher, took her kids on virtual field trip Fridays, by being on teams using mobile technology from places like Elizabeth Hall Wetlands and Park Lake. This allowed her students to experience these places while staying at home.

This year we were excited to open our new expansion for our students. As part of this expansion, we were able to double our gymnasium space, add 2 classrooms, an art/science room, a new kitchen and a new music space! It took some extra work to get our band program running again but were excited to have the appropriate PPE and space to be able to offer this to our students. We have so appreciated the support of the Lethbridge Christian School society, particularly in terms of the facility and transportation. They have done an excellent job in keeping our students safe throughout this year with increased daily cleaning schedules. Our Kindergarten class also appreciated the newly mounted projector in the gym as they learned their dance unit in gym class.

Our school has also reached out into our community in a variety of ways. Our Grade 1 students with Katie Brooks made cards for Lethbridge Police Service and were thanked by having Chief Shahin Mehdizadeh come to the school for an outdoor presentation. Our Grade 1 class also partnered with the Bow Habitat Station and raised trout in the classroom from eggs to fry and then released them into Nicholas Sheran Lake. Linda Bateman and her Grade 4 class wrote encouraging cards for the nurses working in the ICU in Chinook Regional Hospital during national nursing week. As a school, we honored the lives and memories of the children from Kamloops Residential School whose remains were uncovered this year by planting a heart garden in our school grounds on the corner of Stafford Dr. and Scenic Dr. North.

12. L.H. Bussard Award Winners

The Board of Trustees of the Lethbridge School Division, in recognition of the valued services rendered by Superintendent L.H. Bussard, authorized the annual presentation of a medal to an upper elementary student showing exceptional creative ability.

The original medal, which was cast in copper alloy and treated with acid, was especially designed by N.C. Johnson, a former Art Coordinator for Lethbridge School Division. The swirling design sweeps the eye outward from Mr. Bussard's profile, symbolizing the spread of the Arts. On the reverse side of the original medal, unity was maintained by six swirling areas symbolic of Art, Music, Drama, with their related fields, Structural Creativity, Creative Rhythmical Movement, and Creative Writing. Each of these respective fields was bound at the centre showing their interdependence and cohesion.

This medal is a tribute to a man whose high educational ideals symbolize the intent of this award.

The L.H. Bussard Medal and certificate are presented each year to a Division II student in each elementary school. This student should have demonstrated outstanding ability, imagination and originality in the area(s) of music, art, drama, language arts and physical education. L.H. Bussard Award Winners for 2021:

Lochlyn Bourque - Coalbanks

McKenzie Jensen - Dr. Probe

Annika Otto - École Agnes Davidson

Konstantina Zovoili - École Nicholas Sheran

Violet Brouwer - Fleetwood

Misaki Hirohashi - Galbraith

Kyla Dueck - General Stewart

Biol Magot - Lakeview

Joelle Slingerland - Lethbridge Christian

Sydney Conrad - Mike Mountain Horse

Avinash Chowdhury - Park Meadows

Easton Young - Senator Buchanan

Cali Pope - Westminster

13. Administration Appointments

The following administration appointments have been made for the 2021-2022 school year:

Rebecca Adamson - Inclusive Education Co-ordinator - Education Centre

Connie Adserballe - Principal - Lakeview Elementary School

Nicole Court - Vice-Principal - Galbraith Elementary School

Craig DeJong - Principal - Senator Joyce Fairbairn Middle School

Bonnie Dyck - Acting Vice-Principal - LCI

Jackie Fletcher - Principal - Fleetwood-Bawden Elementary School

Bill Forster - Principal - Chinook High School

Jenn Giles - Vice-Principal - Senator Joyce Fairbairn Middle School

Erin Hurkett - Principal - Dr. Robert Plaxton Elementary School

Michelle Loveridge - Vice-Principal - Coalbanks Elementary School

Raj Mathur - Vice-Principal - Fleetwood-Bawden Elementary School

Rochelle Neville - Early Learning Co-ordinator - Education Centre

Duane Piper - Vice-Principal - Chinook High School

Teri Smith - Acting Principal - Park Meadows Elementary School

Kerry Taylor - Principal - Mike Mountain Horse Elementary School

Andy Tyslau - Vice-Principal - Dr. Robert Plaxton Elementary School

Dawn Walmsley - Principal - Nicholas Sheran Elementary School

Lindsay Wehrwein - Vice-Principal - Mike Mountain Horse Elementary School

Sharon Willms-Laing - Vice-Principal - Park Meadows Elementary School

Stephen Woodcock - Acting Vice-Principal - Nicholas Sheran Elementary School

The Board received the report as information.

14. Board Reports

Reports were delivered for the Facilities Committee, Division School Council, ASBA Spring General Meeting and the Indigenous Education Advisory Committee. The reports begin on Page 86 of the [AGENDA](#).

15. Correspondence Received - Alberta Education

The Division received a letter from Alberta Education, which confirmed the Division has been approved full funding for a new elementary school in west Lethbridge.

Regular meeting video: [LIVESTREAM](#)



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