



Division School Council Meeting

October 4, 2021

6:30 p.m.

Microsoft Teams

Meeting Agenda

1. Welcome and Introductions
2. Additions to the Agenda
3. Approval of the Agenda
4. Approval of the Minutes from June 7, 2021
5. Business Arising from the Minutes
6. Elections for Division School Council – Chair, Vice Chair, Recording Secretary, Committee representatives
 - Policy Advisory Committee:
Purpose is to advise on the development of Division policies, in consultation with those who will be impacted by them, for consideration by the Board. Meetings afternoons from 12:15 to 3:30 pm, dates are September 1, October 6, November 10, January 12, February 2, March 9, April 6, May 4, and June 1.
 - Poverty Intervention Committee:
Purpose:
To improve educational opportunities and achievement of students affected by poverty.
To determine the Division's progress in addressing poverty and make recommendations to the Board where deemed appropriate.
To heighten staff awareness and promote action on issues related to poverty.
Meeting dates are October 5, December 7, March 15, and May 17 – typical start time is 1 pm.
 - Division Wellness Committee:
General purpose is to promote and facilitate healthy lifestyles among students, families, and staff of the Division. Meeting dates/times TBD (meets during the day)
 - Community Engagement Committee:
General purpose is to develop and implement strategies for the Board to fully engage all sectors of the community. Meeting dates/times TBD (evening meetings starting at 6:00 pm, 5-6 per year).
7. Trustee Report
8. Alberta School Councils Association
 - ASCA Service Package (will be asking School Councils to let Division know if interested in any sessions – can view the letter and sessions on attachment)
9. Superintendent's Report – Cheryl Gilmore
 - School year start up – reflection and feedback

- Division School Council Guidelines and Board support
- School Council learning sessions (brainstorm ideas – see attached document to see previous years’ sessions for ideas); Inquiry and Exploration Sessions
- School Council Membership List (Communications Officer puts list together from school website request link)
- Inclement weather guidelines
- School Calendar for 2022-23 – need parent representation (2 Division School Council representatives) for when there is a calendar meeting to look at the draft.

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.

11. Adjournment

Division School Council 2021-22 Meeting Dates:

| | | |
|----------------------------|------------------|------------------|
| November 8, 2021 | December 6, 2021 | January 10, 2022 |
| February 1, 2022 Town Hall | March 7, 2022 | April 4, 2022 |
| May 2, 2022 | June 6, 2022 | |

2020-21 Division School Council Representatives

| | |
|--------------------------------|---|
| Chair | Allison Purcell |
| Vice Chair | Alison Alma-North |
| Recording Secretary | Danielle Aubin |
| Policy Advisory Committee | Shannon Pratt Allison Purcell |
| 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 Shelley Roest |

Division School Council Minutes for June 7, 2021

- 1. Welcome and Introductions - 6:31 pm**
- 2. Additions to the Agenda**
 - 2.1. Bell time changes at Probe (and remainder of division)
 - 2.1.1. Cheryl, Superintendent, spoke with Keith, Dr. Probe Principal, and transportation today and she is aware of the gap between the start time at SJF and Probe, they are working on trying to close that gap, any changes will be communicated.
 - 2.1.2. Parameters were given to Southland based on finding efficiencies and trends in the rest of the province.
 - 2.1.3. Superintendent apologizes that there was no upfront information about this coming.
 - 2.1.4. Reasons for this change, some elementary children were being dropped off 39-40 min early, high school students to start later (ours were the earliest in the province).
 - 2.2. Pandemic plan over the summer if trends continue there should not be updates.
 - 2.2.1. Unless something drastic happens, high school is expected to not have to cohort in Sep.
- 3. Approval of Agenda – accepted as presented.**
- 4. Approval of the Minutes of May 3, 2020 - accepted as presented.**
- 5. Business Arising from the Minutes – none.**
- 6. Trustee Report - see attached for details as presented by Doug James**
 - 6.1. Assurance Plan
 - 6.1.1. [Assurance Plan on Division website](#)
 - 6.1.2. Over the next year more information will be distributed to parents regarding the Assurance model.
 - 6.1.3. Accountability is measured in real time data found at the link above.
- 7. Alberta School Councils Association Report - none**
- 8. Superintendent's Report - see attached for details as presented By Cheryl Gilmore**
 - 8.1. Alberta Education [Alberta Education Resource Links](#)
- 9. Roundtable Reports**
 - 9.1. Poverty Intervention Committee - importance is to relay information to the Division and the School Councils, better ways to get it out to those that need it?
 - 9.2. <https://povertyinterventioncommittee.schoolsites.ca/>
- 10. Adjournment - 8:11 pm**



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)
- Kwyneci 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](#)



**Highlights
from the Regular Meeting
of the Board of Trustees**

Meeting highlights from June 22 - Next meeting Sept. 28



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

September 28, 2021

1. Presentation – Making Connections and Mental Health Capacity Building

DeeAnna Presley-Roberts, Family Support Supervisor, provided an update on Making Connections and Mental Health Capacity Building activities of 2020/2021.

The Board received the report as information.

2. Friends of 51

Friends of 51 is a Board program that is intended to provide formal recognition to individuals or groups who, as determined by the Board of Trustees, have provided significant service or contribution to the school division. The Board is grateful that individuals and groups in the community continue to go above and beyond in supporting schools with a breadth of contributions ranging from financial support to expertise and services, to time and commitment.

On Sept. 28, the list of recipients below were presented with a gift of acknowledgement during an event held outside the Education Centre:

| | |
|--|---|
| Evangelical Free Church | Sunrise Rotary Club |
| Barry and Terry Bannerman | Bert Faulkner, Westside Community Church |
| Lethbridge Family Services | Immanuel Christian Lutheran Church |
| Lethbridge Police Services | Cory Medd, 2 Guys Pizza |
| United Way Lethbridge | Tim Day, TIMCO Hoists |
| Panago Pizza North | Courtney Ylioja, Cut & Dried Coatings Ltd. |
| University Drive Alliance Church | Shelley Shaw, Shelly Shaw Professional Corp. |
| Save on Foods North | Sean Andrews |
| Lethbridge Food Bank | Jeanna Gabriel, Fee Simple Law |
| Cobs Bread | Darci Campbell, Jetz Carwash |
| My City Care | Justin and Stephanie Myer |
| Baker's Appliances | Brent and Shannon Francis, Brent Keith Francis Professional Corp. |
| Staples | Courtney and Rob Edmonds, Prairie Source Trading Ltd. |
| Best Buy | Chad Doren, BJD Electric |
| Shane and Allison Roest | Don Cheung and Bora Kim |
| Luke Davis, Subaru of Lethbridge | Scotty and Ashley Fabro |
| Vishal Sukhadiya, The Medicine Shoppe Pharmacy | Shaw Communications Ltd. |
| Darren McFadden, Lethbridge Honda Centre | |
| Ricky Sharma, Davis Dodge Lethbridge | |

Visit the Lethbridge School Division website for photos and a video from the event: [FRIENDS OF 51](#).

The Board received the report as information.

BOARD OF TRUSTEES

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

3. Trustee Recognition

This was the final scheduled Regular Board Meeting for the collective group of trustees currently serving the school division. The role of trustee calls individuals to oversee governance and essentially establish the vision and priorities that will ultimately move students toward the goal of growth and achievement.

The trustees who have determined that this term will bring their service as trustees to a close were recognized for their contribution.

More information can be found on the Division website: [TRUSTEES](#).

4. Community Engagement

The Board has traditionally engaged students, staff, parents, and public members in different ways as part of their role as governors. Moving forward within an Assurance Framework that guides the governance role including planning and reporting, engagement will continue with enhancements intended to visibly highlight and track engagement activities for our community partners. One of those enhancements will be a Division “Engagement Website” that will house all engagement activities and outcomes of those activities. Communication Officer Garrett Simmons took a few minutes at the Board meeting and shared what the site will look like once it is launched.

We recently completed collating the outcome of the 2021/2022 Re-entry Plan survey that was accessed by parents, students and staff. The outcomes of this survey will be shared at this time and then posted for the public.

Re-entry survey results can be found here: [RE-ENTRY](#).

The Board received this report as information.

5. ASBA Curriculum Feedback

The Alberta School Board Association (ASBA) is working with school boards to provide feedback regarding the proposed provincial curriculum implementation for K-6. The Draft K-6 curriculum is currently being implemented in a few school divisions in the province. The majority of school divisions opted out of piloting this year identifying a number of difficulties with the curriculum.

The Minister of Education, Adriana LaGrange, conveyed commitment to stakeholders that the government will review feedback and make revisions according to feedback prior to implementation province-wide. Stakeholders can access a feedback loop to the province at this link: [Have your say | Alberta.ca](#)

The board values and welcomes community feedback. To provide informed feedback to ASBA and the province that represents the breadth of community perspectives, Lethbridge School Division will be implementing community information sessions followed by feedback loops hosted on the Board Engagement website. The first session will provide background information regarding curriculum development/content. It will be hosted the evening of Tuesday, October 19th at 6:30 p.m. (virtual) with the first set of feedback topics posted on the website following the session. The Board received the report as information.

6. Board Standing Committees Annual Reports and Terms of Reference Review

Reports were delivered for the Board Audit Committee, Board Budget Committee, Community Engagement Committee, Division Wellness Committee, Facilities Committee, Indigenous Education Committee, Policy Advisory Committee, Poverty Intervention Committee, Spirit of 51 Committee and the Superintendent Evaluation Committee.

The reports can be found on Page 17 of the [AGENDA](#).

7. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations; 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 62 of the [AGENDA](#).

BOARD OF TRUSTEES

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

8. World Teachers' Day

World Teachers' Day is held annually on October 5th since 1994 to celebrate the essential role of teachers in providing quality education at all levels. As outlined on the UNESCO website, the aim of World Teachers' Day is to ensure that the needs of future generations will continue to be met by teachers. It also commemorates the anniversary of the 1966 signature of the UNESCO/ILO Recommendation Concerning the Status of Teachers.

The strength of Lethbridge School Division has historically been its staff members, who are committed to providing outstanding learning opportunities for all students while ensuring that each young person feels valued and supported.

Division teachers are recognized across the province for their expertise, with a number serving on regional and provincial curriculum and professional learning committees.

The Board received the report as information and took the opportunity to publicly acknowledge the commitment.

9. Board Reports

Reports were delivered for the Policy Advisory Committee, Facilities Committee, Board Audit Committee and the ASBA General Meeting. The reports begin on Page 92 of the [AGENDA](#).

10. Public Forum

David Euston made a presentation during the Public Forum, Euston's concern centred around his wish that the Board would mandate students keep masks on during instruction. He was also concerned about the Division's COVID-notification process, and noted school divisions in Edmonton are notifying students and conducting active tracing based on parental reports.

Regular meeting video: [LIVESTREAM](#)

BOARD OF TRUSTEES

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

**NEXT MEETING:
Tuesday, October 26, 3:30 p.m.
(public forum begins at 5 p.m.)**





September 22, 2021

Dear Superintendent:

I am writing to remind you of the valuable opportunity for the Lethbridge School Division. Alberta School Councils' Association (ASCA) is providing a Division Service Package to enable your school division to provide support to your school councils while saving anywhere between \$500.00 to \$2,000.00. The deadline to take advantage of this special value has been extended to your school division until November 1, 2021.

Special Offer Details:

The Division Service Package provides any three (3) workshops/presentations on the attached page for a one-time cost of \$1000.00 (regular \$1500.00 - \$3000.00). If needed, some modifications can be made to adapt any ASCA workshop to meet specific needs of a school community, or division.

An example of how other school divisions have utilized this amazing offer is booking 3 Foundational (or basic) Workshops for all their school councils across their division to attend (which is a savings of \$500.00!). After the initial basic workshops, the school councils then have an opportunity to use some of their School Council Engagement Grant to book ASCA's Enhanced (or more advanced) Workshops in order to fulfil their legislated responsibility, build capacity, and strengthen engagement and the parental voice in their schools.

If you would like to take advantage of the Division Service Package, which can be utilized any time before June 30, 2022, please reply to this email from Tracy Robinson for payment processing details. We can generate an invoice for you if required.

I look forward to continuing our work together to support your division's goals related to the expectations of the Assurance Framework, engaging school councils and communities to participate in ongoing school and system-wide improvements, contributing to success for all students.

Kindest Regards,

A handwritten signature in purple ink that reads "Wendy Keiver".

Wendy Keiver
Executive Director
780.454.9867 Ext 101



2021-2022 ASCA Fees for Service

| | School Councils/CoSC | School Divisions and Education Organizations | Fundraising Associations (FRA's) |
|--|--|---|---|
| Foundation Level Workshops <i>(1.5-hour)</i> | \$100: 1-2 school councils in attendance \$250: 3-5 school councils in attendance \$500: 6 or more school councils in attendance | \$500 | \$200: 1-2 Associations in attendance \$550: 3-5 Associations in attendance \$700: 6 or more Associations in attendance |
| | <ul style="list-style-type: none"> ❖ School Council Introduction ❖ School Council Establishment ❖ School Council Purpose ❖ Fundraising Association Partnership Purpose ❖ Tools for Effective School Councils ❖ The Work of School Council ❖ School Council – Trustee Relationship | <ul style="list-style-type: none"> ❖ School Council Purpose ❖ School Council – Trustee Relationship ❖ Partnering with Fundraising Associations | <ul style="list-style-type: none"> ❖ Fundraising Association Introduction ❖ Fundraising Association Fundamental Principles |
| Enhancement Level Workshops <i>(2 – 2.5-hours)</i> | \$200: 1-2 school councils in attendance \$500: 3-5 school councils in attendance \$1000: 6 or more school councils in attendance | \$1000 | \$325: 1-2 Associations in attendance \$900: 3-5 Associations in attendance \$1200: 6 or more Associations in attendance |
| | <ul style="list-style-type: none"> ❖ Operating Procedures ❖ Policies and Practices ❖ Effective Engagement in Your School Community ❖ Creating School Council Plans ❖ Building Positive Partnerships ❖ Managing School Council Meetings | <ul style="list-style-type: none"> ❖ Creating and Managing Productive School Council Meetings ❖ Effective Principal Engagement & Collaboration | <ul style="list-style-type: none"> ❖ Fundraising Association Bylaws ❖ Fundraising Association Policies and Practices ❖ Fundraising Association Financial Practices |

DIVISION SCHOOL COUNCIL GUIDELINES

RATIONALE

The school council and school-based decision-making impact education at the site. However, issues that arise at school council meetings may be regional, provincial or affected by Division decision. According to the School Act, “a school council may advise the school board respecting any matter relating to the school”. While a trustee might attend a school council meeting and the principal can bring Division news to the school, school councils can seem isolated. Forming a Division school council with representatives from each of the school councils, the school board and the Superintendent of Lethbridge School Division will improve communication and promote cooperative action among our school councils.

FUNCTIONS OF THE DIVISION SCHOOL COUNCIL

- a) Share information among school councils
- b) Consult with other school councils on wider education issues
- c) Communicate information both ways between the Division/school board and the school councils
- d) Provide input to the school board and central office on broader education issues, including the Division budget
- e) Inform the community about education concerns
- f) Promote school council in-service and training
- g) Assist in providing parent representatives for standing and ad hoc school board committees

STRUCTURE OF DIVISION SCHOOL COUNCIL

Membership shall include:

- 2 representatives from each school council; however, each school has one vote should any decision be decided by Division School Council
- 1 ATA Representative
- 1 Principal Representative
- the Superintendent (who is a non-voting member); and
- 1 Board of Trustee Representative (who is non-voting member)

Because the Division School Council is not intended to detract from the legislated powers of the School Council, any formal actions of the Division School Council require consensus of all School Councils attending the meeting.

A Division School Council executive consisting of a chairperson, vice-chair, and secretary will be elected annually.

There will be a minimum of 5 meetings, normally occurring on the last Monday evening of the month held at the board office. These meetings are open to the public.

Agenda items should be forwarded to either the chairperson or the superintendent’s executive assistant. The agenda will be drawn up jointly by the chairperson and the Superintendent.

CALL TO ORDER will be the reference for rules of procedure during the meetings.

Board Support for Division School Council Schools

1. The Division funds the registration fees of all School Councils for Alberta School Council Association (ASCA) membership.
2. Division provides each school with \$250 for parent professional learning – can be used to offset costs to attend the annual ASCA conference.
3. Division pays for ASCA conference registration (1 per school).

Email to Superintendents.
August 22/ 2021

Alberta's government is committed to ensuring parents have a voice in their child's education.

I am pleased to [announce](#) The Alberta School Council Engagement Grant, which will provide a total of more than \$1 million to school councils to support collaboration between parents and schools. Parents are partners in Education, and through this grant, Alberta's government is putting dollars into the hands of parents on local school councils.

The Alberta School Council Engagement grant will provide each school council with \$500 to improve communication and engagement with parents in their local communities. The funds will be used for engagement activities such as broadening the number of school events that include parents, diversifying communication tools used by councils and activities that seek out the advice of other parents. This grant allows the department to work directly with school councils to focus on education priorities while strengthening the capacity of schools to improve student learning and enhance students' experience at school.

Allocation details will be provided to school authorities in the coming weeks.

Please share this information with your school division to ensure that principals and school council chairs are aware of this new grant.

Sincerely,

Adriana LaGrange
Minister of Education

2021-2022: Ideas for Parent Learning

Please brainstorm ideas for parent learning this year. These ideas can be based on your own interests regarding the Division, programs, processes, or provincial education matters, or the nature of child development or the nature of learning and development generally or social issues impacting children or student resources such as technology. To give you some idea about what has already been delivered, the sessions that have been hosted for the past two years are as follows:

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

[illegible]