



# Division School Council Meeting Agenda

November 8, 2021

6:30 p.m.

Board Room / Microsoft Teams

**Presentation @ 6:00 – 6:30 pm**

**Topics:**

**Resource Selection for Instruction  
Channels of Communication for Parents**

**Division School Council Meeting starts at 6:30 pm**

1. Land Acknowledgement
2. Welcome and Introductions
3. Approval of the Agenda
4. Approval of the Minutes from October 4, 2021
5. Business Arising from the Minutes
  - 5.1. Policy Committee Alternate Parent Representative
  - 5.2. Request for Feedback from School Councils by Jamie Walburger regarding selection of classroom resources (opportunity to share any feedback gathered at School Council meetings)
6. Criteria for Community Engagement Grant – Sara Bond (Dr. Probe School)
7. Trustee Report
8. Alberta School Councils Association
9. Reports from Division Committees
  - 9.1. Poverty Intervention Committee, Oct 5 – Jamie Walburger
  - 9.2. Policy Advisory Committee, Oct 6 – Alison Alma-North
10. Superintendent's Report – Cheryl Gilmore
  - 10.1. Enrollment Update (from October meeting)
  - 10.2. Parent Learning Sessions – schedule of topics
  - 10.3. Community Engagement Website
  - 10.4. Concept Design Engagement Sessions held October 20
  - 10.5. COVID Protocols (opportunity for any questions from parents)
11. 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.

Adjournment

**Division School Council 2021-22 Meeting Dates:**

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

**2021-22 Division School Council Representatives**

Chair	Shelley Roest
Vice Chair	Alison Alma-North
Recording Secretary	Marlaina Ditrich
Policy Advisory Committee	Alison Alma-North and Allison Purcell (alternate)
Poverty Intervention Committee	Jamie Walburger and Shelley Roest (alternate)
Division Wellness Committee	Edna Asem and Carrie Boschman (alternate)
Community Engagement Committee	Shelley Roest, Cynthia Young and Allison Purcell
Calendar Committee	Shelley Roest, Carrie Boschman, Linda McKeith (alternate)

## Division School Council Minutes for October 4, 2021

### 1. Welcome and Introduction

### 2. Additions to the Agenda

Added the topic of Resource Selection under 10.0 Roundtable Reports (Jamie Walburger)

Added the topic of Liability Insurance under 10.0 Roundtable Reports (Dr. Probe School)

### 3. Approval of Agenda – accepted as presented

### 4. Approval of the Minutes of June 7, 2021 accepted as presented

### 5. Business Arising from the Minutes – nothing noted

### 6. Elections for Division School Council results:

**Chair:** Shelley Roest

**Vice Chair:** Alison Alma-North

**Recording Secretary:** Marlaina Ditrich

**Policy Advisory Committee:** Alison Alma-North and Allison Purcell (alternate)

**Poverty Intervention Committee:** Jamie Walburger and Shelley Roest (alternate)

**Division Wellness Committee:** Edna Asem and Carrie Boschman (alternate)

**Community Engagement Committee:** Shelley Roest, Cynthia Young, and Allison Purcell

**Calendar Committee:** Shelley Roest, Carrie Boschman, and Linda McKeith (alternate)

### 7. Trustee Report was attached to the agenda.

### 8. Alberta School Councils Association Report

ASCA “Special Offer” and expression of interest in sessions. At your next School Council meeting, please inquire if there is interest in any of the sessions listed on page 2 of the correspondence from ASCA (in your agenda package from the meeting). If there is interest in any of the sessions, please provide LeeAnne Tedder with the Workshop title and an estimate of the number of parents from your School Council who would participate. If there is sufficient interest in sessions, the Division will access the special deal and make arrangements for the sessions.

### 9. Superintendent’s Report

-School Year Start-up: Cheryl shared some highlights and challenges of the school year start up.

-Enrollment at the end of September indicates an increase. Parent request to bring enrollment data to the next Division School Council meeting.

-Changes to COVID-19 health protocols

-Division School Council Guidelines and Division Support

-Standing agenda item – “Exploring Topics of Common Interest.” When the call for agenda items goes out, if there are topics that parents feel are of value to be explored as a collective, the topic should be submitted by the parent/school. The process will include break-out into small groups (on Teams or in-person once meetings are on site) to explore ideas with groups coming back to the collective group to share top two or three perspectives/ ideas/ recommendations for consideration.

-School Council Membership List. Reminder to encourage parents to select the membership button on the school website (under School Council). Garrett Simmons, the Communication Officer, will send School Councils a spreadsheet with the updated parent membership for communication purposes.

-Inclement Weather – Reminder to parents of process if there is a school closure due to inclement weather. The determination for closure is if transportation is cancelled.

-School Calendar for 2022-23. Parent volunteers for committee: Shelley Roest, Carrie Boschman and alternate – Linda McKeith

-Parent Learning

Please find attached the Parent Learning Interest sheet. You will note the topics that were put into the chat on October 4 (at bottom of the page). Please send LeeAnne Tedder any additional areas of interest for parent learning sessions typically schedule from 6:00 – 6:30 on the Division School Council evenings.

-Enrollment Update will be provided at the next meeting.

## **10. Roundtable Reports**

### **Division Wellness Committee:**

Edna Asem explained that at the Division Wellness Committee meeting, the committee expressed interest in gathering feedback from parents about what resources they felt they could use to support wellness in the home or for themselves. Please send ideas to Edna at the following email address: [edjokoto@shaw.ca](mailto:edjokoto@shaw.ca)

**Concern with Selection of Resources** – Jamie Walburger described a situation in which a student in high school accessed what parents would consider inappropriate (language and sexuality) from the classroom library. Some discussion regarding processes for selection of readings/ literature. Some discussion regarding process if a parent is wanting to bring forward a concern. Jamie asked School Council representatives to check with their own School Councils to see if it is a common concern.

Possible topics for future meetings: Resource selection and process for parent expression of concern. **Inquiry into the Need for Liability Insurance for School Councils.**

Some discussion as to whether School Councils need to purchase liability insurance. Allison Purcell indicated that School Councils could inquire with Alberta School Council Association.

Cheryl Gilmore indicated she will ask the Associate Superintendent of Business and Operations who oversees matters of liability.

Cheryl checked and response is as follows:

School Councils are covered under Lethbridge School Division insurance, but not the fundraising societies.

Marsh Insurance applications were sent to Principals on September 21, 2021 that offers insurance for fundraising societies. It is up to the Societies to arrange their own insurance as they are separate legal entities. Cost is around \$585 per year dependent on how much they plan to raise.

## **11. Adjournment**

## DIVISION SCHOOL COUNCIL

### 2021-2022: Ideas for Parent Learning

For the past few years, there have been parent learning sessions scheduled for 30 minutes prior to the regular Division School Council meetings. The focus and content of the learning sessions is based on parent input.

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:

2020-2021- 1) COVID-19 impact on operations and instructional delivery/ Guide to decision making 2) Mental Health (including social anxiety and influence of technology/ use of technology) 3) Physical Activity – contribution to student growth and development 4) Celebration of Learning (watched the video that was put together for ICE Scholarship winners

2019-20 - 1) Technology – access to software/ social media (2) Mental health – school programs and external resources/ adolescent welfare (3) Funding (how we are funded and how it is distributed) (4) FNMI – role of School Councils re: inclusive approach and TRC Calls to Action. Did NOT get to: MLA Lethbridge East visit scheduled for April or Inclusive Practices in Lethbridge School Division/ Voice from the Diversity Table Conversation

2018-19 – 1) Technology – what programs do students access at school/ have access to at home? Websites that support student learning 2) Engaging FNMI parents in School Council 3) Curriculum – significant shifts 4) Inclusive Learning 5) Social Media 6) Innovative practices in science and technology in the District

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

### **IDEAS FOR PARENT LEARNING:**

#### **Ideas put into the chat at the DSC meeting on October 4:**

- Sleep and brain development
- Resources for parents whose child may be falling behind from the 2020/21 school year
- Internet safety/ Online platforms
- Literacy and literacy catch-up/ extra testing in literacy/ how parents can support literacy in the home (best practices)
- Minecraft and the difference with educational Minecraft
- Selection of literature resources (process for selection in classrooms)
- Process for parents to convey concerns



LETHBRIDGE SCHOOL DIVISION  
Board of Trustees  
433-15 St. S., Lethbridge, Alberta, T1J 2Z5  
PHONE: 403-380-5301  
FAX: 403-327-4387  
www.lethsd.ab.ca

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

November 1, 2021

### **Organizational Meeting**

#### **1. Election of Chair**

The Superintendent called for nominations for the office of Chair to hold office during the pleasure of the Board. Following a secret ballot, Allison Purcell was elected Board Chair.

#### **2. Election of Vice-Chair**

The newly-elected Chair called for nominations for the office of Vice-Chair, to hold office during the pleasure of the Board. Following a secret ballot, Christine Light was elected Vice-Chair.

#### **3. Appointments to Committees**

Trustees were appointed to the following committees:

##### **Standing Committees (\* denotes chair)**

- 7.1.1 Board Audit Committee - Craig Whitehead\* and Tyler Demers
- 7.1.2 Board Budget Committee - Kristina Larkin\* and Genny Steed
- 7.1.3 Community Engagement Committee - Genny Steed\* and Christine Light
- 7.1.4 Division Wellness Committee - Andrea Andreachuk\* and Genny Steed
- 7.1.5 Facilities Committee - Tyler Demers\* and Christine Light
- 7.1.6 Indigenous Education Advisory Committee - Christine Light\* and Andrea Andreachuk
- 7.1.7 Policy Advisory Committee - Craig Whitehead\* and Kristina Larkin
- 7.1.8 Poverty Intervention Committee - Kristina Larkin\*
- 7.1.9 Spirit of 51 Committee - Tyler Demers\* and Andrea Andreachuk
- 7.1.10 Superintendent Evaluation Committee - Allison Purcell\* and Christine Light and Genny Steed

##### **Special (ad hoc) Committees (\* denotes chair)**

- 7.2.1 ATA Negotiating Committee - Craig Whitehead\* and Allison Purcell
- 7.2.2 CUPE (Local 290) Negotiating Committee - Kristina Larkin\* and Andrea Andreachuk
- 7.2.3 CUPE (Local 2843) Negotiating Committee - Christine Light\* and Tyler Demers
- 7.2.4 Non-Union Staff Committee - Christine Light\* and Kristina Larkin
- 7.2.5 Expulsion Committee - selected as required

##### **Joint Committees (\* denotes chair)**

- 7.3.1 ATA Working Conditions Committee - Genny Steed\* and Tyler Demers
- 7.3.2 City/School Boards Committee - Christine Light\* and Allison Purcell

**CONTINUED ON THE NEXT PAGE**

#### **BOARD OF TRUSTEES**

Allison Purcell, Christine Light, Andrea Andreachuk, Tyler Demers, Kristina Larkin, Genny Steed, Craig Whitehead

## CONTINUED FROM THE PREVIOUS PAGE

### 3. Appointments to Committees

Trustees were appointed to the following committees:

#### Appointment of Board Representatives

7.4.1 ASBA Zone 6 Executive - Allison Purcell

7.4.2 Division School Council - Christine Light and Genny Steed

7.4.3 Division Student Leadership - Kristina Larkin

7.4.4 Teachers' Employer Bargaining Association (TEBA) - Tyler Demers

7.4.5 Team Lethbridge - Christine Light and Craig Whitehead

### 4. Meeting Agenda Order

A motion to start the open meeting of the Board of Trustees at 2 p.m., which will be followed by an immediate motion to move to standing in-camera from 2-3:30 p.m., was passed by a 4-2 vote.

### 5. Committee of the Whole

A motion to commit to no less than four Committee of the Whole meetings during the 2021/2022 school year, as needs arise and feasible scheduling allows, was carried unanimously.

## Regular Meeting

### 1. 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.

At the Nov. 1 meeting, the following policies were discussed

Policy 303.4 School Principal -Amended

Policy 405.13 School Meetings - Amended

Policy 405.14 Employee Consulting Activities and Services to Other Agencies - Amended

Policy 405.15 Employee Research and Intellectual Property Rights - Amended

The policies can be found on Page 7 of the [AGENDA](#).

### 2. Public Forum

ATA Local #41 president Derek Resler offered congratulations to new and returning Board members. Resler also thanked the previous Board for its opposition to the draft curriculum - not just the opposition but with thoughtful reasoning behind the decision. Public forum starts at the 1:45:10 of the meeting: [PUBLIC FORUM](#).

### 3. School Board Annual Work Plan

Every year the Board reviews the Annual Work plan, which outlines major events and tasks and adjusts accordingly. The Board received the report as information and provided feedback for revisions.

### 4. Health and Mental Health Supports in Lethbridge

School administrators shared recently that they are seeing pressures on supports in our area. Students and families are finding it increasingly difficult, if not impossible, to secure appointments and referrals to appropriate services and specialists. Their concern with the lack of access to health supports and mental health supports in the city of Lethbridge, and the impact this is having on the health and mental wellness of our students.

## CONTINUED ON THE NEXT PAGE

### BOARD OF TRUSTEES

Allison Purcell, Christine Light, Andrea Andreachuk, Tyler Demers, Kristina Larkin, Genny Steed, Craig Whitehead

## CONTINUED FROM THE PREVIOUS PAGE

### 4. Health and Mental Health Supports in Lethbridge

The Board passed a motion to write a letter to the City of Lethbridge, Chamber of Commerce, MLA Shannon Phillips, MLA Nathan Neudorf, Health Minister, Education Minister, Economic Development, MP Rachel Harder, Alberta Health Services, and Primary Care Network outlining concerns around students and staff health supports and mental health supports in Lethbridge.

### 5. Division School Council Meeting Dates

The following are the dates Division School Council meetings will be held in the Board Room at the Education Centre starting at 6:30 p.m.:

November 8, 2021

December 6, 2021

January 10, 2022

February 1, 2022 – Town Hall Meeting

March 7, 2022

April 4, 2022

May 2, 2022

June 6, 2022

The Board received the report as information.

### 6. 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 23 of the [AGENDA](#).

### 7. Response to Public Forum Presentation to the Board September 28, 2021

Lethbridge School Division Board Chair Christine Light provided a written response to the Sept. 28 Public Forum submission from David Euston. The Board's response can be found on Page 40 of the [AGENDA](#).

### 8. Board Reports

Reports were delivered for the Division Wellness Committee, Division School Council, Poverty Intervention Committee, Policy Advisory Committee and the Indigenous Education Committee. The reports begin on Page 61 of the [AGENDA](#).

## Regular meeting video: [LIVESTREAM](#)

### BOARD OF TRUSTEES

Allison Purcell, Christine Light, Andrea Andreachuk, Tyler Demers, Kristina Larkin, Genny Steed, Craig Whitehead

### NEXT MEETING:

**Tuesday, November 23, 2 p.m.**

**Standing in-camera set for 2-3:30 p.m.**

**Livestream begins at 3:30 p.m.**

**Public Forum begins at 5 p.m.**





## Division School Council School Highlights

<b>School:</b>	Galbraith School
----------------	------------------

### School Highlights:

Galbraith is piloting the 'All about me' digital portfolio project to communicate student growth. We are still in the beginning stages, but it is an exciting project for parents to see and keep up with what their children are doing in class.

**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?)*

--

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

Galbraith School's October Fundraiser was with the locally owned and operated Pie Store, where 20% of pies sold would go to Galbraith School and Students. The Galbraith Community sold over 1800 pies in a few weeks, which was the largest order that the Pie Store had received from a School, and they requested a few more weeks to fill such a large order!

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

--

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

--

**Division School Council  
School Highlights**

<b>School:</b>	Immanuel Christian Elementary School
----------------	--------------------------------------

**School Highlights:**

--

**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?)*

--

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

Pre COVID we did a family fun skate during reading week with good success.

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

We have poor attendance and difficult time filling all 4 roles on the executives – how do you get parents more engaged in parent council?

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

--

**Division School Council  
School Highlights**

<b>School:</b>	<b>Mike Mountain Horse Elementary School</b>
----------------	--

**School Highlights:**

Terry Fox Run – raised \$1169.00
Orange Shirt Day
Spirit Assembly focused on recognizing students who demonstrate Respect (Based on the Indigenous teachings of the 7 Sacred Teachings)
Halloween Celebrations

**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?)*

It is still quite early in the year, and we haven't had any specific experiences in this area as of yet. But we have a great relationship with staff and admin and will be very involved in many decisions moving forward.

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

Little Ceasars Pizza Fundraiser – sold over 600 kits

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

Much of the discussion right now is around covid restrictions and procedures.
We don't have any specific questions for other councils.

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

At this early point in the year, we don't have anything to share.

**Division School Council  
School Highlights**

<b>School:</b>	Park Meadows Elementary School
----------------	--------------------------------

**School Highlights:**

--

**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?)*

--

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

Park Meadows did a dance-a-thon fundraiser and successfully raised \$14082.60.
Classes each had a time to dance in the gym and if they raised \$250 they had the opportunity to pick a staff member of their choice.
This fundraising event goes to supporting student field trips, scientists in school, and virtual exploration.

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

--

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

--

## Division School Council School Highlights

<b>School:</b>	Westminster Elementary School
----------------	-------------------------------

### School Highlights:

Pumpkins delivered! Every student received a pumpkin from a local farmer's donations.
---

School Council has completed a new Handbook for parents who may want to be involved in School Council.
--

### 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?)*

--

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

School Council discussed fundraising and is looking into the costs of taking the school to the U of L as an end of year field trip. As funds not used the last two years, there is consideration as to if fundraising is necessary. Costs will be gathered and then a decision made.
--

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

--

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

The new school council is looking forward to reviewing what is available for training through the ASCA website and membership.
--

--