



Division School Council Meeting Agenda

April 4, 2022

6:45 p.m.

Microsoft Teams

Presentation @ 6:00 – 6:45 pm – Brief of Career Exploration Opportunities

The following topics will be briefly highlighted to bring awareness to career exploration opportunities at the secondary level: MyBluePrint (career exploration program available to students); dual credit with University of Lethbridge and Lethbridge College; Off-Campus Work Experience and [RAP](#) (registered apprenticeship program), and Post-secondary transition opportunities.

1. Land Acknowledgement
2. Welcome and Introductions
3. Additions to the Agenda
4. Approval of the Agenda
5. Approval of the Minutes from March 7, 2022
6. Business Arising from the Minutes
 - a. ASCA Resolutions – resolution regarding Plant Operations and Maintenance Funding (POM)
 - b. School Council – monetary support from the Division
7. Engagement Fund Discussion
8. Trustee Report [\[Link\]](#)
9. Alberta School Councils Association
10. Reports from Division Committees
 - a. Policy Advisory Committee - Alison Alma-North and Jamie Walburger (alternate)
 - b. Poverty Intervention Committee - Jamie Walburger and Shelley Roest (alternate)
March 15, 2022
 - c. Division Wellness Committee - Edna Asem and Carrie Boschman (alternate)
 - d. Community Engagement Committee - Shelley Roest, Cynthia Young and Jamie Walburger
March 24, 2022
11. Superintendent's Report – Cheryl Gilmore
 - a. Transportation
 - b. Upcoming Events
12. 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.
13. Next Meeting Format
14. Adjournment

Future Division School Council 2021-22 Meeting Dates: May 2, 2022 June 6, 2022

2021-2022 Division School Council

- **Chair:** Shelley Roest
- **Vice-Chair:** Alison Alma-North
- **Recording Secretary:** Marlaina Ditrich

Division School Council Meeting Minutes for March 7, 2022

1. Land Acknowledgement

- Acknowledge that we are meeting as a School Council on Blackfoot land and give recognition to the Blackfoot people past and present.

2. Welcome and Introductions

- 16 participants

3. Additions to the Agenda

- 7.2 – Policy on Physical Violence in the Schools

4. Approval of the Agenda – Approved and accepted as presented with the additions

- Approved by: C.Y., Seconded by: T.E.

5. Approval of the Minutes from January 10, 2022

- Approved by: A.N., Seconded by: S.B.

6. Business Arising from the Minutes

- None

7. New Business

7.1. Meeting format preference moving forward (in-person and/or Teams)

- With restrictions being lifted, meetings can resume in-person, remain on Teams, or can have the combination. But the challenges with the combination of teams and in-person, is that some cannot hear very well.

Discussion:

- one parent, who is a single parent prefers Teams as they can log in at any time with their kids at home.
- some parents would prefer to have the option to have Teams.
- Another parent likes both options, at Chinook, there was a combination, there was technical issues, however having both would be a great option. In-person, there is better conversations and to be inclusive to parents who want to be there to offer both.
- Some parents prefer the in-person conversations, are able to focus better.

Take Away:

- S.R. will take this back and look at the technology options look like and see if we can do combination meetings and ensure that it's a good quality meeting to ensure everyone has a voice.

Question: where is the in-person meeting?

Answer: it is in the Board Office in the Board Room; it comfortably seats 15 people.

7.2. Physical Violence in the school – where are the policies in regard to Physical Violence

- The policies are on the division website: <https://www.lethsd.ab.ca/our-district/policies2>
- The policies are listed in the '500 Students' policies, the information around student behavior and consequences start at 502.1 through to 502.1.11.

8. Engagement Fund Discussion (opportunity to share ideas councils have come up with to utilize the funds) – S.R.

Discussion on ideas with how Schools plan to use the \$500 grant:

- One parent has children in 3 schools and each school plans on using it on a presentation on mental health and each school at kids age level.

Question: When does the grant expire?

Answer: The grant expires at the end of the school year (June) and if a school chooses not to use it, that money will not be available any further, the \$500 will be sent back to the provincial government.

- At Agnes Davidson, they are looking at offering Parent French classes.
- There was a suggestion, sometimes an instructor or presentation is more than \$500, School Councils could pool their money together. For example, bring in Bonnie Stelmach could come in and talk/presentation.
 - Bonnie Stelmach has done a lot with Parent engagement and throughout the pandemic, she has a lot of great information on parent engagement.
 - She does presentations on building School Community.
 - <https://intersectioneducation.com/2019/10/15/58-dr-bonnie-stelmach-building-school-communities/>
- Board Leadership offers some amazing opportunities to learn about how Boards and Councils work, how to write grants, Roberts Rules of Order, etc.
- There is a session with Debbie Pushor, March 24th, called 'Join the Gentle Revolution'.
 - Tickets are under \$20 each, so if your school is looking to spend those funds and use to see Debbie Pushor, which would be a great use of the \$500.
 - <https://www.eventbrite.ca/e/engaging-parents-the-gentle-revolution-with-dr-debbie-pushor-tickets-269215409537?ref=eios>
- Wilson Middle School is having an engagement evening and are having agencies, sports organizations, Jump Starts, etc.... come into the school and allowing parents to have contact with agencies that they haven't had contact with due to Covid. This is an opportunity for Parents to see what is available, what are the costs, what are the dates.

Question: Most of those agencies wouldn't charge for that event, so you can't use the grant for refreshments, so how would you spend the money?

Answer: for an event like that, you may not be able to spend the money, but you could have the community even as a jumping point to engage with Parents. It would be nice if you could use \$100 for refreshments as that is how to get people in the door. Alberta Education doesn't allow that currently.

Question: The \$250 from the Division to send folks to the ASCA, could that be used for parent engagement? Also, if you didn't use the \$250 last year, can you use last years and this years towards parent engagement?

Answer (Trustee A.P): Yes, the \$250 can be used for parent engagement instead of sending parents to ASCA. Need to clarify if that money can be used to spend money on refreshments.

Clarification (addition to the Minutes): it has been clarified that the \$250 can be used for refreshments, however the goal is to use it for the engagement of parents. Also, the \$250 is not returned to the Divisions, the schools retain the \$250 and can be use cumulatively.

- School Council Community Engagement Funding from Alberta Education will be a standing agenda item to generate some ideas.

9. Trustee Report

- The Board presentation was from Human Resource on hiring practices in the Division.
- Had policy review, policy 303.1 Administration Appointments and 404.3.1 Leaves of Absence
- Communications Officer, Garrett Simmons reviewed the communications plan and that is on the division website, if you have any feedback connect with Garrett Simmons or Genny Steed: <https://www.lethsd.ab.ca/download/221678>
- Committee of the whole dates have been set. These are meetings they are having outside of the Board Meetings, the first one will be March 8, 2022.
- March 29th will be the budget debrief.
- Had the first Community Conversations meeting on Tuesday Feb. 10th. The Board is hoping to connect monthly with the community. The next Coffee and Chat will be at March 17th at the Boys and Girls Club Youth Center, that event will be posted on the Division Website: <https://lethsdcommunityengagement.schoolsites.ca/home/news/post/first-board-of-trustees-community-conversations-event-set-for-feb-10>
- February 1st was the annual Town Hall, thank you to all who participated.

- The Board met for 2 days for the annual strategic planning retreat. They review the comments and feedback and the themes pulled from the Town Hall.
- One theme is how to communicate to stakeholders' feedback from Town Hall.
- The next Board Meeting Tuesday March 22nd and the public forum begins at 5pm

Question: the public form is March 22nd at 5pm and what is the location for that?

Answer: you can connect at 5pm, it's on Teams only at this time. Not sure if they are opening up to in-person meetings. You can access the meeting at 2:30, but if you want to address the board you can at 5pm.

Comment: Some parents did go to the Community Conversations and wanted to say thank-you to the Trustees for holding that and encourages to hear their experiences and where they are coming from. Thank-you for having a listening ear. Hopefully there will be green coffee for everyone.

10. Alberta School Councils Association

- The ASCA is having their conference April 23 and 23rd, the AGM is on the Sunday 24th. The AGM is when the resolutions are being discussed and voted.
- There are 4 topics
 - Diploma exam weighting changes
 - Policy reviews for maintenance
 - Restoration for Alberta Council
 - Revise advocacy 12.2
- Every school gets a vote for the resolutions.
- AGM is online, you don't have to travel. The Conference was going to be in-person, but it was changed it to be entirely back to be online.
- The Division pays the registration.
- An individual can carry 10 proxy votes for other School Councils.
- The conference is a great learning opportunity:
- <https://www.albertaschoolcouncils.ca/about/annual-conference>
- <https://www.albertaschoolcouncils.ca/about/annual-general-meeting/meeting-documents>
- Deadline for proxy votes is in early April.
- Some School Council's create committees for the resolution to advocate
*****Thank-you for the division for paying for the registration*****

11. Reports from Division Committees

11.1. Community Engagement Committee (January 13th)

- Has not had a meeting since January
- ICE Scholarship online event was held, it was successful
- Meeting again in 2 weeks
- Everyone is welcome to come to the meetings, they are hybrid meetings, in-person and online.
- The link is on the Division Website for Community Engagement

11.2. Division Wellness Committee (January 24th)

- Due to Covid, they had 2 AHS individuals come in and answer questions.
- Talked about the wellness inventory process
- Spoke about grants that are done annual for schools
- Talked about ideas for health champ meetings
- Mental Health capacity building has taken on wellness throw downs for dance, like Tik Tok and create a Division wide encouragement to be active and connect with others
- Community Agency participation and they work with communities to support kids
- AHS Comprehensive Health Coordinator shared the schools healthier together website info and let them know what was going on in the province

11.3. Policy Advisory Committee (March 2nd)

- They have finished editing the last policies

- 400.1.1 Sexual Orientation, Gender Identity and Gender Expression – there were some edits
- 404.6 Co-Curricular Grants and Honoraria - some wording changes
- 402.8.3 Employee Assistance and Wellness Programs – some minor wording changes
- Next meeting is on April 6, 2022

Question: How do these committees’ meetings work?

Answer: People can volunteer to be on the committees to report back to the Division School Council Meetings, this is done in the beginning of the year. But groups like the Community Engagement Committee is open to everyone.

12. Superintendent’s Report – Cheryl Gilmore

12.1. Town Hall Response Themes

- The purpose was to get feedback and engage the community
- They use the feedback for strategic planning for the next year
- There were 2 broad questions:
 - Question 1: In what ways have we successfully supported student learnings?
 - Question 2: What can the School Division do to strengthen support in Student Learning?
- There were some technical issues this year
- The process was to assign people to rooms and a thought stream polls
- Participants:
 - Community: 15
 - Staff: 41
 - Parents: 70
 - Students: 32
- Some of the themes taken from the feedback are below:
 - Theme 1: Inclusion

Theme 1: Inclusion

Subthemes: Diversity, Learning, Supports, Social Supports, Staff

Successfully Supported Student Learning

- Programs that support diversity
- Student success because of instructional practices that support individual students
- Staff and universal supports recognized as contributing to success
- Successful connections with community to support families

How to Strengthen

- Better practices to support Diversity (anti-racism, LGBTQ+, marginalized)
- Be sure to pay attention to learning gaps, self-regulation, attention to gifted students,
- Continue with intervention/ support for gaps in learning
- Continued attention to programs that support families (Poverty Intervention, Making Connections, community support)
- Classroom assistant allocation

- Theme 2: Wellness

Theme 2: Wellness

Successfully Supported Student Learning

- Support for mental health that is in place
- Caring and supportive classrooms/ schools
- Strong relationships
- Physical activity; engagement
- Counsellors at elementary

How to Strengthen

- Use of universal strategies for supporting wellness/ mental health
- Increase access to outside resources
- Strategies for staff wellness
- Access to counselling

- Theme 3: Pedagogy

Theme 3: Pedagogy (practice in the classroom)

Successfully Supported Student Learning

- Intervention programs (e.g. BOOST)
- Good option classes; teaching strategies; Learning Commons; improved assessment
- Focus on "Thinking Classroom"
- Infusion of Indigenous Ways of Knowing in the curriculum
- Choice of on-line learning and use of TEAMS when pivoted to at-home learning

How to Strengthen

- Continue Intervention
- Increased hands-on and experiential learning
- Connect curriculum to real life
- Better information about off-campus opportunities (e.g. Work Experience/ RAP)
- Higher standards
- More Arts and Sciences focus

- Theme 4: Communication

Theme 4: Communication

Successfully Supported Student Learning

- Open lines of communication and feedback opportunities
- Well-informed
- School strategies and creative approaches to keeping students and families informed and connected.

How to Strengthen

- Better communication regarding programs and opportunities for students
- Communication about how learning gaps will be met
- Opportunity for parents to choose feedback topics
- Better listening and response
- More feedback about students progress

- Theme 5: COVID Restrictions

Theme 5: COVID Restrictions

Successfully Supported Student Learning

- Application of restrictions (e.g. masking)
- Prioritizing in-class learning when possible
- Efforts to implement extra-curricular programs

How to Strengthen

- Removal of restrictions (e.g. masking)
- Removal of restrictions for extra-curricular and field trips
- Removal of vaccination procedures
- Removal of restrictions on volunteers

Other Themes

- Board Advocacy for removal/ change of DRAFT K-6 curriculum
- Flexibility
- On-line Learning
- Resources
- Staff
- Organizational Structures (priority for in-class learning, schedules/ breaks/ time)
- Student Engagement (field trips, STEM activities, outdoor activities)
- Technology
- Collaboration (continue to support structures)
- Professional Learning
- Transitions

There is a complete summary will become available on the Division Community Engagement Website <https://lethsdcommunityengagement.schoolsites.ca/home/news/post/division-launches-new-public-engagement-website>

12.2. COVID Update

- The Division Website is updated with current practice

Question: Can you verify that all restrictions have been lifted?

Answer: Yes, but they continue to sanitize and keep some best practices.

13. 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 @ 7:57pm

Division School Council 2021-22 Meeting Dates:

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 Jamie Walburger (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 Jamie Walburger



LETHBRIDGE SCHOOL DIVISION

Board of Trustees

433-15 St. S., Lethbridge, Alberta, T1J 2Z5

PHONE: 403-380-5301

FAX: 403-327-4387

TRUSTEE report to school councils: March 22, 2022

1. 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 8 of the [AGENDA](#).

2. Board Priorities Report

The Division Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. The priority areas as identified by the Board at their spring retreat are attached. The Education Centre Leadership Team is currently working on the development of strategies to address the priorities. An update on progress will be provided in the form of a report each month starting in the October Board meeting.

3. COVID Highlights

The Board reviewed the current COVID context.

4. Edwin Parr Nominee

The Lethbridge School Division nominee for the 2022 Edwin Parr Award is Ashley Zrim, a Grade 1 teacher at Senator Buchanan Elementary School.

5. Provincial Champions

Provincial champions were invited to attend the Board meeting.

LCI Wrestlers:

Payton Shields took gold in the female 61-kilogram division, while Tamryn Bly earned gold in the female 47-kilogram division.

On the male side, Nolan Gobel was golden in the 120-plus kilogram division, while Solomon Prenevost (68 kg) and Ethan Boehme (56 kg) took bronze in their respective categories.

Ryder Lowry earned a fourth-place finish (90 kg), while Jager Sommerfeldt (59 kg) and Tyler Saruwatari (98 kg) were both fifth in their divisions.

Rawley Selk (62 kg) and Briggs Butler (72 kg) earned sixth-place finishes.

Pat Selk and Riley Ellis Toddington coached the LCI wrestlers.

Chinook High School's Reese Ferguson also won silver in the female 57-kilogram division.

LCI curlers:

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LCI's mixed Curling team earned gold at the 2022 Alberta Schools Athletics Association Curling Provincials. Team members: Rhett Whittmire, Raquel Snideman, Bradley Pike, and Paige Snideman. The coaches were Cory Hoffner and Dave Fletcher.

6. Intervention for Literacy and Numeracy (BOOST)/ Curriculum Update

Director of Curriculum and Instruction, Karen Rancier, along with Lead Teachers Bev Smith (Literacy), Michaela Demers (Numeracy) and BOOST teacher Julian Hazell provided a review of the provincially funded literacy and numeracy intervention program for grades 2-3. She also provided a brief update regarding the status of curriculum implementation as announced by the province and plans to support teachers with new curriculum implementation.

7. Policy Review

Policies reviewed:

400.1.1 - Sexual Orientation, Gender Identity and Gender Expression - Amended

401.8.3 - Employee Assistance and Wellness Programs - Amended

404.6 Cocurricular Grants and Honoraria – Amended

The policies can be found on Page 41 of the [AGENDA](#).

8. Board Budget Belief Statements

During its 2022 Strategic Planning, the Board reviewed the Budget Belief Statements that will serve as a guide as the 2022-2023 budget is developed.

The Board adopted the Budget Belief Statements for 2022/2023 as presented.

The Board Belief Statements can be found on Page 49 of the [AGENDA](#).

9. 2023/2025 Capital Plan

The Executive Summary to the 2022/2023 to 2024/2025 Capital Plan for the Division is provided for review. The 133-page detailed Three-Year Capital Plan will be located on the Division website.

The Board accepted the 2023/2025 Capital Plan as presented.

The plan can be found on Page 51 of the [AGENDA](#).

10. Victoria Park Upgrade Project

The Board approved that administration may proceed with the Victoria Park Upgrade project on a phased-in approach provided the project is approved for Capital Maintenance and Renewal (CMR) funding from the Alberta Government. The Board further authorizes administration to supplement the project with Infrastructure Maintenance and Renewal Funding as required based on available funding.

11. Full day all week Kindergarten

The Board will form a committee to work on writing a resolution to bring back to the Board and if they agree, to present at the ASBA Fall General Meeting for provincial government funding support for full day all week Kindergarten.

12. Curriculum Advocacy

The Board will write a letter to Minister Adriana LaGrange with a cc to all Board Chairs expressing dissatisfaction with the timelines and roll out of the curriculum.

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13. Welcome Back Event

The Board will host a come-and-go pancake breakfast with a virtual greeting from the Board to be shared at staff meetings.

14. Public School Boards' Association of Alberta (PSBAA)

Trustees discussed attendance at the PSBAA Spring General Assembly in Red Deer, June 2-4, 2022. It was recommended that we send as many Trustees as would like to go to the PSBAA Spring General Assembly from June 2-4, 2022, with the intent of looking at further membership in the fall. This will come out of personal professional development funds.

15. Letter to Minister LaGrange re: Fuel Prices

Trustees received information on the rising costs of fuel and recommended that the Board Chair write a letter on behalf of the Lethbridge School Division to Minister LaGrange requesting that Alberta Education reimplement the fuel price contingency fund to support school divisions with the fluctuating costs of fuel.

16. Community Conversations

Trustees will host the next event on Wednesday, April 13, 2022 from 8:30 to 10:00 am at the YMCA which provides a play area for children.

17. Structure of Board Meetings

The Board determined that members of the public would be welcome to attend in-person and Microsoft Teams will also be available.

18. ASBA Spring General Meeting

Board Chair Allison Purcell highlighted what Trustees can anticipate for meetings and learning sessions at the ASBA Spring General Meeting being held June 6-7, 2022, in Red Deer.

19. Board Funding Support to School Councils

Currently, the Board provides funds to support one parent's registration cost at each school to attend the Alberta School Council Association Annual (ASCA) General Meeting held each spring. The Board pays for each School Council membership fee to Alberta School Council Association. Additionally, the Board allocates \$250.00 annually to each School Council for the purpose of supporting additional costs incurred by a parent attending the ASCA AGM, or to support learning of the School Council (e.g. book a School Council learning session with ASCA or another organization). The \$250.00 can continue to target School Council learning or be used in other ways for events that target parent engagement.

20. Board Reports

Reports were delivered for the Policy Advisory Committee, Division School Council, Facilities Committee and the Poverty Intervention Committee. The reports begin on Page 73 of the [AGENDA](#).

REGULAR MEETING VIDEO: [LIVESTREAM](#)
Next Meeting Date is Tuesday, April 26 @ 2:30 p.m.
Public Forum @ 5 p.m.

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The Registered Apprenticeship Program (RAP)

Presents

RAP information evening

Thursday, April 28, 2022

7:00 pm

There will be a RAP information evening for grades 9-12 students and their parents/guardians.

7:00 pm Start with a plant tour of the new Southland Trailer Corp/Plant 2, a large manufacturing company which offers a number of trades. Located at 4400 9th Ave N. (see map below)

7:30 pm Move to 828 45 St N where there will be a presentation of how the RAP program works, how students can become involved in the program, trades that are in high demand and what employers are looking for in young employees.

After that there will be an opportunity to view George Kirkham's (owner/president of Southland International) International vehicle collection. This 22,000 square foot museum has over 60 vehicles dating from 1913-1982. There are also old signs, antique gas pumps, etc. You have the opportunity to climb in these vehicles and experience amazing history housed in Lethbridge.

Refreshments will be provided. For more information see contact information below.



Andrew Krul

Off Campus Education Coordinator
Lethbridge School Division
403.894.0375
Andrew.krul@lethsd.ab.ca