

Lethbridge School

Board of Trustees Regular Meeting Agenda

February 28, 2023

1:00 p.m.

Board Room / Microsoft Teams



- | | | |
|-----------|---|---------------|
| 1:00 p.m. | 1. Move to In-Camera Meeting | |
| 2:30 p.m. | 2. Consent Agenda | |
| | Committee Reports | |
| | 2.1 Indigenous Education Committee | Enclosure 2.1 |
| | 2.2 Community Engagement Committee | Enclosure 2.2 |
| | 2.3 Joint City/School Boards Committee | Enclosure 2.3 |
| 2:35 p.m. | 3. Approval of Agenda | |
| 2:40 p.m. | 4. Approval of Minutes | |
| | If there are no errors or omissions in the minutes of the Regular Meeting of January 24, 2023 and the Special Meeting of February 14, 2023 it is recommended that the minutes be approved by the Board and signed by the Chair. | |
| 2:45 p.m. | 5. Business Arising from the Minutes | |
| 2:50 p.m. | 6. Associate Superintendent Reports | |
| | 6.1 Business and Operations | Enclosure 6.1 |
| | 6.2 Instructional Services | Enclosure 6.2 |
| | 6.3 Human Resources | Enclosure 6.3 |
| 3:20 p.m. | 7. Superintendents Report | |
| | 7.1 Board Priorities Report | Enclosure 7.1 |
| | 7.2 Donations and Support | Enclosure 7.2 |
| | 7.3 Acknowledgements of Excellence | Enclosure 7.3 |
| | 7.4 Calendar of Events | Enclosure 7.4 |
| 3:30 p.m. | 8. Presentations | |
| | 8.1 Early Education and PUF Programming | Enclosure 8.1 |
| 4:00 p.m. | 9. Action Items | |
| | 9.1 Policy Review: | |
| | <i>Policy 502.3 Suspensions and Expulsions</i> | Enclosure 9.1 |
| | <i>Policy 605.1 Inclusive Learning Supports</i> | Enclosure 9.2 |

4:20 p.m. **10. Division Highlights**

4:30 p.m. **11. Board Chair Report**

11.1 Community Conversations
10.2

Enclosure 11.1

5:00 p.m. **12. Public Forum**

Public Forum responses will be provided in the next Board meeting agenda.

5:15 p.m. **13. Correspondence Received**

13.1 Elk Island Public Schools letter to Education Minister Adriana
LaGrange

5:20 p.m. **14. Correspondence Sent**

14.1

5:30 p.m. **Adjournment**

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Christine Light
Indigenous Education Advisory Committee Chair

Re: Indigenous Advisory Committee Report

Attendees:

Christine Light, Morag Asquith, Andrea Andreachuk, Joel Tail Feathers, Marley Heavy Shield, Shawnee Big Bull, Catherine Thorson, Christina Peters

1. The Think Outside Program Partnership with Helen Schuler Nature Centre is starting up again to deliver outdoor learning to Grade 4 & 5 students at Galbraith, Westminster, Fleetwood, Probe & Coalbanks Elementary schools.
2. Jenna is involved with a Option Class Powwow club at Wilson. The Indigenous Education Teachers offered to provide support for similar option classes in schools if sustainable programming could be created.
3. The U of L Indigenous Mentorship Program are involved with Churchill and Wilson to bring Indigenous role models to students.
4. Two new grad coaches have been hired since the last meeting – Jean Panther Bone (LCI) & Val Good Striker (Victoria Park)
5. This past fall, a Blackfoot Class was offered at Chinook which was attended by both Indigenous and non-Indigenous students. Students have requested for the class to continue to higher grades.
6. Marley provided an overview of the Grad Coach role within the school environment. Physical office space is key to the Indigenous Grad Coach role, including accessibility and privacy.
7. Indigenous Education Bingo Nights were hosted in the past couple months and focused on building relationships with Indigenous families. These nights were very well attended and were successful in building engagement with families.
8. Professional Learning: A road trip to Waterton for professional learning for Indigenous Education School Reps is being planned.
9. Dates to note:
 - a. January 30 - Parent Engagement Night (Engaging parents for the upcoming Town Hall on February 7)
 - b. February 3 - Red Dress Day – Day for Murdered & Missing Indigenous Women
 - c. March 21 Blackfoot Flag Raising Ceremony (1:00 PM at the Education Centre)
 - d. May 11 - Moosehide Campaign Day
 - e. May 23 - Indigenous Education Grad Night (5:30-7:30 at Chinook High School)

- f. June 1 - Pow-Wow Honour Night (4:30-8:00 PM at Senator Joyce Fairbairn Middle School)

Next meeting: May 24, 2023

Background

An Indigenous Advisory Committee meeting was held on January 25, 2023.

Recommendations

It is recommended that the Board receive this report as information.

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Genny Steed
Community Engagement Committee Chair

Re: **Community Engagement Committee Report**

Background

A Community Engagement Committee meeting was held on January 31, 2023. The ICE Scholarship promotional event will be held at Chinook High School Media Centre on Thurs. March 9 from 7:00 - 8:00 p.m. All are invited to attend. The Gala will showcase past projects and current initiatives demonstrating innovation, creativity, and entrepreneurship happening in our high schools, as well as raise awareness of the scholarship. We have received over \$15,500 in prizes and donations. The 2023 scholarship opened to applications Feb. 14.

Results from the communications survey have been reviewed by the committee and found to be informative in understanding how information is accessed and received. Trustees are invited to review the results as well. Takeaways included an understanding of the need for a more mobile device friendly website, a desire for newsletters, and a link to the division website from school websites. Discussion was held regarding a parent information session to support use of apps and power school.

Communication Survey Results can be accessed on the Division Website [here](#).

Next Meeting: Thursday, March 16, 2023 7:00 p.m.

Recommendations

It is recommended that the Board receive this report as information.

Respectfully submitted,
Genny Steed

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Christine Light
Trustee

Re: **Joint City/School Boards Committee**

In Attendance:

Lethbridge School Division

Christine Light, Trustee (Committee Chair)

Cheryl Gilmore, Superintendent

Christine Lee, Associate Superintendent, Business and Operations

Holy Spirit Catholic School Division

Cheralan O'Donnell, Trustee

Roisin Gibb, Trustee

Ken Sampson, Superintendent

Lisa Palmarin, Secretary Treasurer

City of Lethbridge

Ryan Parker, City Councillor

Sandra Dufresne, Intergovernmental and Advocacy Advisor

David Sarsfield, City Clerk's Office

Perry Stein, Project Planning Lead, Opportunity Lethbridge

1. Purpose of the Joint Committee and Terms of Reference were discussed. It was proposed to have a special Committee meeting in mid-February to look at the Terms of Reference and the agenda process.
 - a. February 22, 2023: Terms of Reference reviewed and updated. David Sarsfield and Sandra Dufresne will update based on information and input gathered and send out a copy for further input.
2. Perry Stein, Project Planning Lead for Opportunity Lethbridge, provided information on the proposed Warehouse District Area Redevelopment Plan (ARP). This District is a largely commercial and light industrial neighbourhood located east of Downtown, in Lethbridge's urban core. The area is defined by Stafford Drive to the west, Highway 3 to the north, Mayor Magrath Drive to the east and 3rd Avenue to the south. There are a number of schools located south of the defined area.

The purpose of an ARP is to establish a district level vision and land use policies to support and instigate the strategic, orderly, and appropriate redevelopment of an area through both public and private investment. It is a statutory document created under the authority of the Municipal Government Act. It is anticipated that the document will be finalized in the Fall, 2023 where it will be considered by City Council. A Public Hearing is part of the process.

More information can be found at <https://getinvolvedlethbridge.ca/warehouse-district-area-redevelopment-plan>

3. The City advised a municipal census this year will be done starting April 1st. In the past, the Province used the municipal census numbers for grants based on population. This was changed in 2019 to basing the grants on Statistics Canada population estimates, and so the municipality stopped doing the census annually. The City has committed to doing the census every four years so as to provide data for planning, infrastructure, and schools.
4. Both school divisions provided updates on their work on the Organics Material Collection in their schools.

Next Meeting: April 28, 2023

Background

A Joint City/School Boards Committee meeting was held on January 26, 2023.

Recommendations

It is recommended that the Board receive this report as information.

MINUTES FROM THE MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD JANUARY 24, 2022.

In Attendance:

Trustees: Christine Light; Allison Purcell; Genny Steed; Kristina Larkin, Andrea Andreachuk, Craig Whitehead

Administrators: Cheryl Gilmore, Mike Nightingale, Morag Asquith

Via Teams:

Regrets: Tyler Demers, Christine Lee

The Chair called the meeting to order at 1:00 p.m.

1. Move to In-Camera

Trustee Kristina Larkin moved:

“that the Board move to In-Camera.” **CARRIED UNANIMOUSLY**

*Move to In-Camera
7050/23*

The Chair reconvened the meeting at 2:39 p.m.

Genny Steed Arrived at 1:12 p.m.

2. Approval of Agenda

Amendments: Add policy 207.1 to action item 8.2

Change Board Chair to Committee chair on Division School Council and Policy committee

Trustee Craig Whitehead moved:

“to approve the agenda, as amended” **CARRIED UNANIMOUSLY**

*Approval of Agenda
7051/23*

3. Approval of Minutes

Minutes for December 20, 2022

Amendment: Change Facilities Committee to Christine Light

Trustee Craig Whitehead moved:

“the minutes of the regular meeting of December 20, 2022 be approved as amended and signed by the chair”

CARRIED UNANIMOUSLY

*Approval of Minutes
from December 20,
2022
7052/23*

Minutes from January 10, 2023

Amendment: Tyler Demers not Board Chair moved out of camera at 3:49

Trustee Craig Whitehead moved:

“the minutes of the special meeting of January 10, 2023 be approved as amended and signed by the chair” **CARRIED UNANIMOUSLY**

*Approval of Minutes
from January 10, 2023
7053/23*

- | | |
|--|---|
| <p>4. <u>Business Arising from the Minutes</u>
There was no business arising from the minutes</p> | <p><i>Business Arising from the Minutes</i></p> |
| <p>5. <u>Associate Superintendent Reports</u></p> | <p><i>Associate Superintendent Reports</i></p> |
| <p>5.1 <u>Business and Operations</u>
Superintendent Cheryl Gilmore provided an oral report on behalf of Associate Superintendent Christine Lee.</p> | <p><i>Business and Operations</i></p> |
| <p>5.2 <u>Instructional Services</u>
Associate Superintendent Morag Asquith provided a written report.</p> | <p><i>Instructional Services</i></p> |
| <p>5.3 <u>Human Resources</u>
Associate Superintendent Mike Nightingale provided a written report.</p> | <p><i>Human Resources</i></p> |
| <p>6. <u>Superintendents Report</u></p> | <p><i>Superintendents Report</i></p> |
| <p>6.1 <u>Board Priorities Report</u>
Board Priorities were included in the agenda.</p> <ul style="list-style-type: none"> • Craig Whitehead would like to add that Allison Purcell has been on the news promoting a harmonized Playground zone under Governance. | <p><i>Board Priority Report</i></p> |
| <p>6.2 <u>Donations and Support</u>
Donations and Support were included in the agenda</p> | <p><i>Donations and Support</i></p> |
| <p>6.3 <u>Acknowledgement of Excellence</u>
Acknowledgements of Excellence and a report showcasing General Stewart, Dr. Probe and LCI are included in the agenda.</p> | <p><i>Acknowledgement of Excellence</i></p> |
| <p>6.4 <u>Town Hall</u>
Information on the upcoming Town Hall event was included in the agenda.</p> <ul style="list-style-type: none"> • Discussion concluded that Trustees would like to have a cluster of tables that each would support but participants would rotate tables within each cluster to ensure all participants can be guaranteed interaction with a trustee. • Craig Whitehead will not be able to attend Town Hall. | <p><i>Town Hall</i></p> |
| <p>6.5 <u>Board Strategic Planning</u>
Cheryl Gilmore provided a draft agenda for the Strategic Planning retreat March 2 and 3 2023.</p> | <p><i>Board Strategic Planning</i></p> |

6.6 Calendar of Events

Calendar of Events

Calendar of events is included in the agenda.

Additions:

- Add Community Conversations February 14th and March 7th.
- February 21st Board Budget Committee at 1:00

7. Presentations

7.1 Queen's Platinum Jubilee Medal

*Presentations
Queen's Platinum
Jubilee Medal*

Kristina Larkin was presented with the Queens Platinum Jubilee Medal by MLA Shannon Phillips for her contributions at the YMCA, as a School Board Trustee and in particular her work in mutual aid during the COVID-19 Pandemic.

8. Action items

8.1 International Trip- Chinook High School

Action Items

Kevin Schenk from Chinook High School presented the opportunity to take students to the British Isles in April 2024.

Trustee Craig Whitehead moved:

"That the Chinook High School trip to the British Isles in April 2024 be approved by the Board, on the condition that all Division policies and procedures are strictly followed and with the understanding that future travel advisories and/or vaccination requirements may affect the trip's ability to proceed." **CARRIED UNANIMOUSLY**

*International Trip
7054/23*

8.2 Policy Review

Revised policies and recommended changes were included in the agenda.

Policy 500.1 Student Rights and Responsibilities

Amendments:

- Section 2 bullet 6 clarification. "Be accountable..."
- Section 2 Bullet 6 all *Students* should be changed to *Student's*
- Section 1 bullet 5 change to "be aware of channels.."

Trustee Craig Whitehead moved:

"That policy 500.1, Student Rights and Responsibilities be approved as amended by the Board."

*Policy 500.1
7056/23*

CARRIED UNANIMOUSLY

Policy 502.3 Suspensions and Expulsions

Amendments:

- Under Suspensions item 1.3 add “Principal or Administrator Designate” to match the language in 1.2 and 1.2.5
- Item 8 change the sentence by adding *to be* after determined to read “the student is determined *to be* an Independent Student”
- Add the definition of Expulsion from the Education Act.

Trustee Craig Whitehead moved:

“That we send policy 502.3 Suspensions and Expulsions back to the Policy Committee for further review of the policy.”

*Policy 502.3
7057/23*

CARRIED UNANIMOUSLY

Genny Steed left the meeting at 5:15 and returned at 5:19 and was away during the vote of motion 7057/23

Policy 605.1 Inclusive Learning Supports

The policy that came to the board may not be the most up to date version of the policy or that we would seek clarification on what revisions occurred in 2019 and 2023.

Trustee Allison Purcell moved:

“That policy 605.1 go back to Policy Advisory Committee Chair to provide the Board of the exact picture going forward.”

*Policy 605.1
7058/23*

CARRIED UNANIMOUSLY

Policy 207.1 Ward Boundary Review

Trustee Allison moved:

“That this item be moved to a Committee of the Whole meeting”

*Policy 207.1
7059/23*

CARRIED UNANIMOUSLY

8.3 First Quarter Financial Report

Avice DeKolver presented the First Quarter Financial Report provided in the agenda.

Trustee Kristina Larkin moved:

“The Board approve the 2022-2023 First Quarter Financial Report as presented.”

*First Quarter Financial
Report
7055/23*

CARRIED UNANIMOUSLY

9. Division Highlights

Division Highlights

Allison Purcell- Probe school event, Met students in schools and discussed all things about the Board.
Christine Light- Wilson Middle School's Peter Pan performance,
Kristina Larkin- School Councils at liaison schools
Craig Whitehead- attended Galbraith and Westminster meetings virtually, SJF and Chinook Basketball games
Andrea Andreachuk- Classrooms at Lakeview and Lethbridge
Christian, Literacy Days at LCC and ICES.
Genny Steed- Shout-out to hardworking students during this exam season.

10. Information Items

*Information Items
Board Chair Report
Community
Conversations*

10.1 Board Chair Report

10.1.1 Community Conversations

Upcoming events included in agenda.
Community Conversations on January 26th is Cancelled

Trustee Christine Light moved:

"to extend the board meeting past 6:00"

CARRIED UNANIMOUSLY

*Extend the Meeting
7060/23*

11. Reports

11.1 Wellness Committee

*Reports
Wellness Committee*

Andrea Andreachuk provided a written report from the Wellness Committee meeting on January 16th included in the agenda.

Trustee Andrea Andreachuk moved:

"that the board accept the amendments to the Terms of Reference"

*Wellness Committee
TOR
7061/23*

In Favor: Andrea Andreachuk, Genny Steed, Allison Purcell, Christine Light, Craig Whitehead

Against: Kristina Larkin

CARRIED

11.2 Division School Council

Division School Council

Genny Steed provided an oral report from the Division School Council meeting on January 16th.

11.3 Policy Advisory Committee

*Policy Advisory
Committee*

Craig Whitehead provided a written report from the Policy Advisory Committee meeting on January 18th that was included in the agenda.

11. Correspondence

Correspondence

None

Trustee Christine Light moved:
"That the board move into camera"

CARRIED UNANIMOUSLY

Move to in Camera
7062/23

12. Adjournment

Adjournment
7063/23

Trustee Christine Light moved:
"to adjourn the meeting at 7:47 p.m."

CARRIED UNANIMOUSLY

Allison Purcell,
Chair

Christine Lee,
Associate Superintendent
Business and Operations

MINUTES FROM THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF LETHBRIDGE SCHOOL DIVISION HELD FEBRUARY 14, 2022.

In Attendance:

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

Administrators: None

Via Teams:

Regrets:

The Chair called the meeting to order at 2:03 p.m.

1. Move to In-Camera

Trustee Andrea Andreachuk moved:

“that the Board move to In-Camera.” **CARRIED UNANIMOUSLY**

*Move to In-Camera
7064/23*

Kristina Larkin moved to reconvene the meeting at 3:12 p.m.

2. Adjournment

Trustee Allison Purcell moved:

“to adjourn the meeting at 3:12 p.m.”

CARRIED UNANIMOUSLY

*Adjournment
7065/23*

Allison Purcell,
Chair

Christine Lee,
Associate Superintendent
Business and Operations

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Christine Lee
Associate Superintendent, Business and Operations

Re: Business and Operations Report

Background

The February report of the Associate Superintendent, Business and Operations is attached.

Recommendations

It is recommended that the Board receive this report as information.

Respectfully submitted,
Christine Lee

Business and Operations Report

kids

ARE OUR BUSINESS

February 2023

LIVING
OUR
VALUES
EVERYDAY



Lethbridge
SCHOOL DIVISION

Facility Services



The 2023-2024 to 2025-2026 Capital Plan is currently being completed and will be presented at the March Board meeting. The plan highlights priority projects for new school construction and modernizations. New school construction is to address enrolment growth. Modernizations are to upgrade and update school facilities to address aging infrastructure and instructional programming needs.

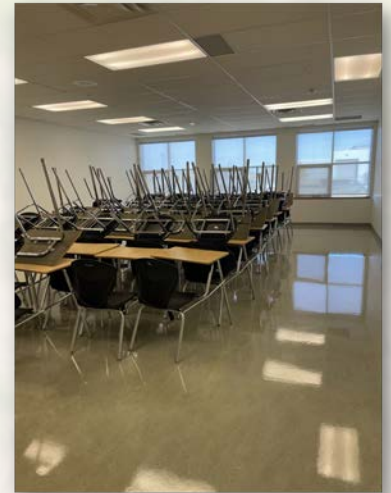


Victoria Park Upgrade Project

Preliminary work has begun which involves relocating the caretaking and supplies room and creating a new fitness area. The fitness equipment will be moved off the stage area to make room for the elevator that will be installed as the project progresses.



Chinook High School Modular Classrooms



As seen in the picture above one of three modular classrooms and the hallway that links the modulators to Chinook High School. The classrooms will be ready for occupancy in March.



Recycling and Organics Pilot begins in March

Starting in March, new organics and recycling bins will be placed in four schools and the Education Centre to pilot locations and types of bins needed to meet mandatory recycling and organics requirements. Schools participating in the pilot include Dr. Plaxton, Lakeview, GS Lakie, and Winston Churchill. Information will be gathered in April and will be used to inform Division wide recommendations. Curriculum and training resources will be developed to support division wide implementation in the fall.

Finance

2023-2024 Budget Preparations

The development of the 2023-2024 budget has begun. Budget development begins with the Town Hall that was held February 7th. The Board will take the data gathered from the Town Hall and use that information to develop priorities for the 2023-2024 school year at their strategic planning session March 2nd and 3rd. These priorities will be used, along with funding information received from the Province, to develop the 2023-2024 Budget.



Budget

PROVINCIAL BUDGET, FEB 28TH

As seen in the picture below, the Hon Travis Toews, Minister of Finance and President of Treasury Board, presented to the Chamber of Commerce at a luncheon held on February 10th. The Finance Minister talked about budget priorities for the provincial budget that will be tabled on February 28th. One of these priorities is to address enrolment growth. Details of the budget will be provided to school jurisdictions in March.



COMING SOON!

Budget Engagement Tool

The Division will be launching a **Budget Engagement Tool** to provide the community the opportunity to allocated pieces of the Division's instruction budget. Data gathered from the tool will provide information to the Instructional Budget Committee and the Board about community budget priorities. The tool will be launched early March.

Occupational Health and Safety

*As seen in the Division
Dispatch, February
2023*



HEALTH/SAFETY >

Health and Safety Corner



February is Heart Month

February is Heart month, so here are a few tips to keep your heart healthy:

1. Get plenty of exercise
2. Manage your stress by taking time to relax
3. Plan to lower your alcohol intake. Note there are fundraisers for Dry February.
4. Try to get an average of seven hours of sleep per night
5. Boost your health by eating those fruits and vegetables
6. Stop smoking
7. February is a great time for scheduling a check-up if you have been avoiding the doctor.

And finally, laughter, a positive attitude, a small bit of chocolate and time with loved ones to round out the list! ■

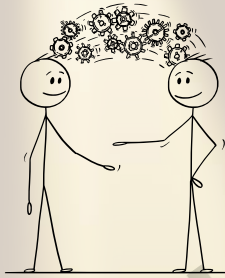


Chocolate

Research continues to point to dark chocolate as having many health benefits, including a lower risk of heart disease and diabetes, preventing blood clots, improving memory, lowering cholesterol, and even preventing some types of cancer. Of course everything in moderation. (source: Mayo Clinic)



Technology



*As seen in the Division Dispatch
February 2023*

Spotlight and recognition of innovation and learning

There has been a lot of attention lately around some of the innovative practices in the Division. As a result of this amazing work in our Division there has been case studies written, webinar and conference presentations, and other spotlights shone on some of these projects.

These projects include:

- Lenovo case study: ESports
- Lenovo case study: Virtual Reality
- GAIA Workspace case study: room booking software
- Microsoft Panel: PowerBI applications
- Career Transitions: Skills Canada participation
- ESchool News webinar, **Virtual Reality Gets Real**, January
- Microsoft and ATLE Conference: Introduction to ESports Conference, April 4th



Lenovo features partnership with Division VR and ESports

Lethbridge School Division has been highlighted by Lenovo for innovative virtual reality and Esports projects which are providing valuable learning experiences for students.

Lenovo has worked with the Division to create a library of virtual experiences and help construct an Esports arena at Lethbridge Collegiate Institute.

To read more about the initiatives, please visit this link: [LENOVO](#). ■



Transportation



NEW

In budget 2023-2024 the provincial government will announce a new model for funding school divisions for transporting students. Divisions will receive details on the new funding model in March following the February 28th provincial budget.

School Bus Safety

A few safety reminders for drivers and pedestrians around school bus zones:

We ask parents to not park in the school bus zone. Our school bus drivers have to deal with parents pulling in and parking in the school bus zone on a daily basis. When a vehicle pulls in front of a bus the bus cannot leave the area because they did not leave room for the bus to pull out. This backlogs the entire zone as now other buses cannot pull into the curb to load or unload students. This forces School Bus drivers to double park – which is their only option – but it creates a hazard for the students to walk on the road and it causes traffic behind them to stop. Another concern that drivers are always aware of is the tail swing of the bus can swing out as much as 3 feet – which could hit pedestrians on the sidewalk or vehicles parked in the way.

Please remember the danger zones of the bus. As pictured below, stay clear of these zones for safety. Never walk in between buses that are parked in the loading zone. **Please use the crosswalks.** A reminder to adults. **Kids are watching and learning.** If adults do not follow the rules then children won't follow the rules. **The rules are for everyone's safety.**

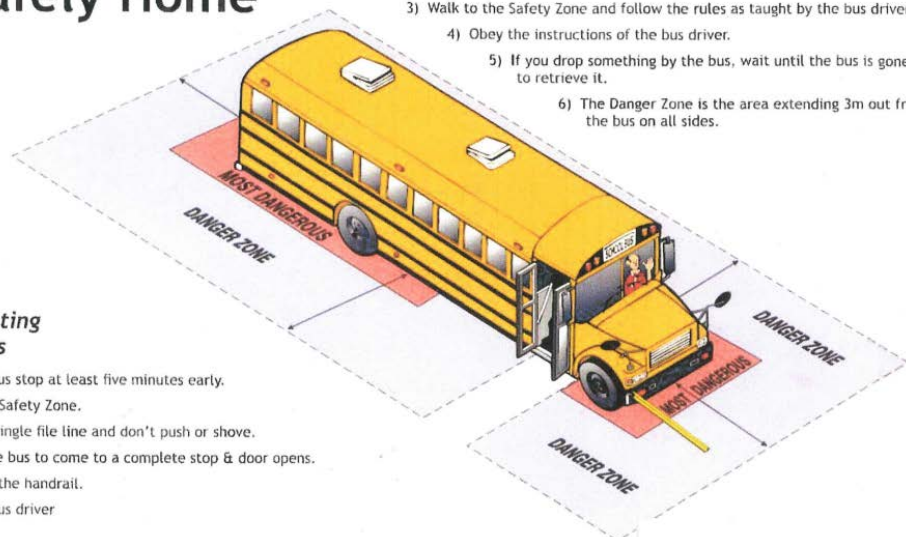
Know your Zone, Safely Home

When Getting off the Bus

- 1) Stay in your seat until the bus is stopped and door is opened.
- 2) Watch your step and use the handrail.
- 3) Walk to the Safety Zone and follow the rules as taught by the bus driver.
- 4) Obey the instructions of the bus driver.
- 5) If you drop something by the bus, wait until the bus is gone to retrieve it.
- 6) The Danger Zone is the area extending 3m out from the bus on all sides.

When Getting on the Bus

- A) Be at the bus stop at least five minutes early.
- B) Stay in the Safety Zone.
- C) Stand in a single file line and don't push or shove.
- D) Wait for the bus to come to a complete stop & door opens.
- E) Always use the handrail.
- G) Obey the bus driver



Safety is everyone's Business "Know Your Zone, Safely Home"

Other Matters

ICES Read A Loud Day February 1st



Kindness
MATTERS



Meetings/events worth noting:

- Executive Council meeting (weekly)
- USIC Risk Management and Claims Committee meeting (monthly)
- Risk Management call with broker (Marsh) (monthly)
- Principal meetings (elementary, middle, and high school) (monthly)
- Education Centre Leadership Team meeting (monthly)
- Administrator's Committee meeting (monthly)
- Meetings related to collective bargaining and labour relations
- Administrator PL
- Community Engagement Committee
- Meetings related to development of capital plan and space utilization
- WCHS/Victoria Park generative dialogue
- School liaison visits
- Immanuel Christian Elementary School Read A Loud
- LCI Dance Academy "Breakthrough"
- ASBOA Zone 4 meeting
- Division Town Hall
- Wilson School Council
- Chamber of Commerce Luncheon, Minister of Finance
- Recycling and Organics Committee meeting
- USIC Financial Statement meeting
- USIC cyber legal advisor interviews
- Capital Planning workshop, Calgary
- Education Centre, Valentines Luncheon
- Board Committee of the Whole
- OHS Management Committee meeting
- Joint School Boards and City Committee- terms of reference meeting
- Board Budget Committee meeting

ICE Showcase

March 9th

Chinook Media Centre

7 pm to 8:30 pm

Celebrate student innovation, creativity, and entrepreneurship.
Student displays and video presentation
Light refreshments and door prizes

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Morag Asquith
Associate Superintendent, Instructional Services

Re: Instructional Services Report

Background

The February report of the Associate Superintendent, Instructional Services is attached.

Recommendations

It is recommended that the Board receive this report as information.

Respectfully submitted,
Morag Asquith



Some important dates:

February 1st- Student Forum- Wellness and Inclusion- 12:15-2:15 p.m.- Multicultural Centre

February 6th- Health Champ Meeting #2 - 1:15-3:15- Ed Centre- Staff Wellness Presentation- HR

February 6th- Elementary Numeracy Meeting 1-3:30- Ed Centre- 2nd Floor Conference Room

February 7th- Secondary Numeracy Meeting 1-3:30- Ed Centre- Board Room

February 7th- Town Hall

February 9th- Meeting to discuss MyBluePrint

February 10th- DIS Leadership Team meeting- Ed Centre- Second Floor

February 22nd- Pink Shirt Day (most schools will be celebrating on the 15th)

February 25th- School Health Division Leads

February 25th- Indigenous Ed Committee Meeting #2

February 27th- Crisis Response Team meeting (Division)

March 1st- Inter-ministerial Think Tank

March 21st- Blackfoot Flag Raising Ceremony at the Education Centre

1. Digital Wellness

(Alberta Education Mental Health Grant)- Congratulations to Cason Machacek who was the successful candidate for the Digital Wellness Teacher position. He will be starting in the position March 1st. We are running interviews for the Family Support Worker position the week of February 27th. A schedule and a method for accessing these supports and services will be shared out the week of the 6th.

2. Spanish Bilingual Program

Morag, Joey Gentile (Coalbanks Principal) and Brad Dersch (G.S.Lakie Middle School Principal) met with parents of grade 5 Spanish Bilingual students to discuss programming options at G.S. Lakie for the 2023-24 school year. Brad and his team at G.S. Lakie Middle are looking at scheduling to ensure the program meets the 30-50% Spanish Language criteria and also meets other curricular demands for the 28 students.

3. Student Forum- Wellness and Inclusion- Preliminary feedback

In answer to “What was your hope in participating today”? Participants from the day said:

“I felt like we completed a lot and nothing went wrong.”

“I like the Forum a lot.”

“To make a difference in school, and share my ideas with other students and professionals.”

“To be honest, it was good and I was hoping a little something like this would happen.”

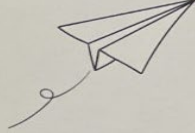
“I was just hoping to get my thoughts out! That’s exactly what happened! Everyone was insanely nice and respected me.”

“I didn’t have a general hope for participation but was hoping for a good time and it was just that”.

“This should happen every year !!!!”

All the students who completed the feedback form indicated they “felt heard”.

Feedback is being collated from the 8 questions that were discussed and the 8 “Plicker” questions. A video sharing the day will be posted online by Garrett next week after we have interviewed two more participants. Artist Eric Dyck is commissioned to create an illustration of the event that we will be hanging at the Education Centre. The leadership team has met and is developing a process for rolling out the data so that it can be shared and used in an effective way! Again, a special thank you to Desjardins for their \$3000 donation.

- We listen with our eyes, ears, and mouth
 - All the people who are here are the right people to be here
 - There are no right or wrong answers when we share ideas, opinions or lived experiences
 - Be kind
 - Risk-take, mistake make
 - We can learn from everyone in this room today and we all have value
- 

4. Dual Credit- Lethbridge College Programming

This semester we have 33 students from our high school accessing the course offerings at Lethbridge College- we are seeing more and more students registering and enrolling in these courses and more courses are being offered each year.

5. Curriculum and Instruction

Thursday, February 16 will be the last day of Numeracy Boost. Boost teachers will come to the Education Centre for Literacy training on Friday, February 17 and will be ready to teach students on Monday, February 27.

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Mike Nightingale
Associate Superintendent, Human Resources

Re: Human Resources Presentation

Background

The February report of the Associate Superintendent, Human Resources is attached.

Recommendation

It is recommended the Board receive this report as information.

Respectfully submitted,
Mike Nightingale

Associate Superintendent, Human Resources
Report to the Board of Trustees
February 28, 2023



Supporting Schools

The Human Resources department has been busy supporting staff and schools so they can support our amazing students. Some of the highlights include:

- Adding 13 teachers to the substitute list in the past five weeks.
- Adding 7 support staff to the substitute list in the past five weeks.
- Onboarding 38 new staff members in the past five weeks.
- Extending 17 teacher contracts in the past five weeks.
- Facilitating the hiring of 25 teachers in the past five weeks.
- Facilitating the hiring of 13 support staff in the past five weeks.

Other Highlights

- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended administrator meetings for elementary, middle school and high school.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended an Education Center Leadership Team meeting.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos participated in the Division town hall event.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended administrator committee and administrator professional learning sessions.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos attended CASSIX and CASSIX-HR meetings.
- Associate Superintendent Mike Nightingale attended a virtual TEBA meeting.
- Administrative Professional Jolayne Prus and Division Administrative Assistant Carrie Fahl attended a career fair in Medicine Hat.
- Director of Human Resources Rhonda Aos and Human Resources Coordinator Stacey Wichers facilitated a professional learning session for head caretakers.
- Director of Human Resources Rhonda Aos presented on "mental health in the workplace" at a Chamber of Commerce professional learning session.
- Members of the Human Resources department met with Powerschool representatives to work collaboratively to optimize the leave management system for the Division.
- Associate Superintendent Mike Nightingale and Director of Human Resources Rhonda Aos facilitated a staff wellness session with health champs and members of the mental health capacity building team.

2023 – 24 Staffing Update

- The staffing process for the 2023 – 2024 school year has started!
- In January and February, Dr. Cheryl Gilmore and Mike Nightingale met with administrators across the Division to gain insight into how they view their career journey evolving over the short and long term.
- The Human Resources department is currently facilitating the hiring process for principal vacancies at Nicholas Sheran and Gilbert Paterson schools.

Spirit of 51 Recognition

- Spirit of 51 is a way to recognize the outstanding work of our support staff.
- All staff members are encouraged to nominate a support staff co-worker that they feel does an excellent job.
- This year we have 64 support staff members that will be recognized for their great work!
- These staff members will receive a gift from the Division and will be invited to a recognition event on March 8.
- Congratulations to all those being recognized!



MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

Re: Board Priorities Report

Background

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.

Recommendation

It is recommended that the Board receive this report as information.

Respectfully submitted,

Cheryl Gilmore
Superintendent

**2022-2023 DIVISION PRIORITIES
REPORT TO THE BOARD**

DOMAIN: GOVERNANCE	
Engagement with Stakeholders	
Collaboration with other School Authorities, Municipalities, and Community Agencies	
<ul style="list-style-type: none">• Kathy Knelsen and Karen Rancier met with the Southern Alberta Art Gallery on January 27 to review last year's "Art's Alive and Well in the Schools" and make plans for this year's event.• The Division of Instructional Services has released two postings (Teacher and an FSLC) for the Digital Wellness initiative funded by Alberta Education Mental Health in Schools Grant.• Cheryl Gilmore attended a CWSS Advisory Committee meeting at the City of Lethbridge.• Trustee representatives and the Superintendent attended a joint School Divisions/ City of Lethbridge meeting January 26th and a subsequent meeting February 22 to discuss terms of reference for the committee.• Jackie Fletcher, along with school division administrator representation, meet with the Southwest Collaborative Student Services (SWCSS) Complex Case Committee. This group works together to brainstorm supports and services for southern Alberta school divisions most complex student needs. Representation from multiple agencies is present to work collaboratively for students and their families.• Several school divisions met to discuss the Government of Alberta moving to Bell, away from Telus regarding cell phone contracts. Currently, we operate over one hundred cell phone packages through the GOW plan, and this will impact our billing and how we manage cell phones. We have had no communication from the GOA about this transition and only know what our Telus and Bell reps have shared with us.• The Tech Department met with Golden Hills School Division and a few others to discuss SIP phone services in the province. Currently, all school division who use SIP services are experiencing long wait times due to multiple handoffs when calling 911. Schools who dial 911 using school phones could experience 3-to-4-minute delays before they reach the appropriate 911 dispatch that can give assistance and dispatch an ambulance. There are many factors impacting these call times but at this point no technology solution can be arranged on our end that would expediate services.• Members of the eSports Committee visited the Lethbridge Colleges new eSports space. We discussed how we can work together in the future to host tournaments and help build each other's programs.• Jackie Fletcher met with University of Lethbridge's Inclusive Post-Secondary Coordinator, Janelle Dyck, to discuss post-secondary opportunities for students with complex learning needs.	

DOMAIN: STUDENT GROWTH AND ACHIEVEMENT
PRIORITIES: ACHIEVEMENT AND INNOVATION

Literacy

- Jodie, Cheryl, Michaela and Karen met with each school's administrative team to review student achievement data (i.e., MIPI, Fountas and Pinnell, PATs, DIPs, as appropriate) for reflection and planning purposes.
- Elementary schools are now looking at how the new literacy resources tie together to build a comprehensive literacy structure and inform practice - time has been spent this month with teachers building those connections.
- A number of grade 6 Middle School teachers, representing multiple schools, came together to discuss best practice for narrative writing to support the Provincial Achievement Tests. Pedagogically, leadership was provided in the areas of student engagement, creating cultures of thinking, and building best practice in writing using the workshop model.
- F & P training occurred with a middle school focus. There was such a positive response that a follow-up date has been set to share how to analyze running records and use them to inform practice.
- Upcoming Boost training for Literacy Intervention is being prepared with support from Bev Smith.
- Continued support is being provided at the elementary level with the new resources and how to use them.
- A collaborative meeting with Garfield Gini-Newman occurred this month to review work being done at the Grade 6 level involving creating cultures of thinking when writing - this has really taken off and the response of teachers using this best practice has been very positive.
- Continued work with Middle School Literacy Interventionists reviewing how F & P and new resources can inform and support intervention with striving students.
- Jodie has supported school literacy initiatives by attending evening literacy events.
- Karen Rancier and Cheryl Gilmore met with the University of Lethbridge regarding a potential literacy research study in the Division.

Numeracy (Karen, Morag)

- Michaela, Cheryl, Jodie and Karen met with each school's administrative team to review student achievement data (i.e., MIPI, Fountas and Pinnell, PATs, DIPs, as appropriate) for reflection and planning purposes.
- Michaela has facilitated three elementary residencies with a focus on Building Fact Fluency, thinking classrooms, resources for new curriculum, and how the workshop model weaves all these pieces together.
- Professional learning sessions were facilitated more elementary staffs with a focus on resources for new curriculum.
- Manipulatives in math continue to be an area of focus for growth across elementary, middle and high schools. Michaela has been working closely two elementary and one middle schools

<p>over several months to find strategies to infuse math manipulatives into the thinking classroom.</p> <ul style="list-style-type: none"> • Elementary and Secondary Numeracy Committees gathered in person at the beginning of February to engage in professional learning and share around best practices for numeracy instruction.
<p>Experiential Learning including secondary initiatives: Off-campus, dual credit, high school re-design, career exploration, and experiential learning at all levels</p>
<ul style="list-style-type: none"> • The Lethbridge School Division Lego challenge will come to a close on February 28. The Lego challenge was a unique opportunity for teachers, learning commons facilitates and schools to introduce a verity of STEAM projects into curricular outcomes. • Over 33 students are registered for dual credit at Lethbridge College for semester 2!! • The Skills Canada Competition being hosted at the Lethbridge College is coming up on March 18th.
<p>Innovation and Technology</p>
<ul style="list-style-type: none"> • The Technology Department is piloting a new test taking tools called LanSchool Air. The pilot is taking place at Chinook High School in two computer labs and one computer cart. LanSchool Air gives a teacher the ability to control and manage students' computers while writing an exam. For example, a teacher could only allow students to use Microsoft word when writing an exam with no access to the internet, the teacher would also be able to see the students screens from one master computer in the classroom.
<p>Early Learning</p> <ul style="list-style-type: none"> • We continue to accept EEP registration for the current school year and have had 6 new registrations for January. • Early Learning Educators and EEP Learning Support Teachers will be attending a professional learning opportunity on January 27; Autism Spectrum Disorder in the Early Childhood Setting. • PUF Verification files were submitted to Alberta Education on January 13. Results of the verification process will be communicated in March. • In our early education programs, we have 103 children accessing supports for a severe delay or moderate language delay and 40 children accessing supports for a mild/moderate delay. In our Kindergarten programs, we have 98 children accessing supports for a severe delay or moderate language delay
<p>Indigenous Education</p>
<ul style="list-style-type: none"> • The Indigenous Education team is starting to plan for several events in this new year- Blackfoot Flag Raising at the Education Centre (March 21st), Honor Night Pow Wow (potential date in June), Indigenous Graduation Evening (potential date in May). In February our team is working with elementary/middle/high schools featuring the Blackfoot word Kitsiikakomimm – raising awareness for less fortunate and building empathy/care.

- Lethbridge School Division is very appreciative of the additional support Jordan's Principle has brought for many of our Indigenous families that assist them in accessing education.

Wellness

- 2 cohorts of student nurses started at GS Lakie and Chinook in January; we are very lucky to be able to host this practicum that provides health and wellness initiatives and programs to our students at those schools.
- The Student Forum- Wellness and Inclusion occurred on February 1st at the Multi-Cultural Centre. The objective of the event was to solicit, inspire and leverage our student's voices (grade 8-12), interests and concerns about inclusion and wellness in their school lives so that we can inform and shape/guide our education system to be responsive and accurate in meeting the needs of students in all our schools within the division.
- The Human Resources team is continuing to find ways to promote Inkblot EFAP program with staff and shared resources at the Wellness Committee on January 16, 2023 and Health Champs in February.

Diversity (Morag/Cheryl/Jackie)

- Brad Doersch, Joey Gentile and Morag Asquith met with grade 5 Spanish Bilingual parents regarding potential programming for their child transitioning into grade 6.
- The Positive Spaces Committee met the week of February 5th to finalize revising the SOGI Procedures and will be shared soon.
- Our EAL Committee will be meeting this month to move forward with our next steps in reassessing and modifying EAL intake processes. Lucie Panchoo completed a survey of division administrative assistants to gather information and feedback as to how the intake process works from their perspective. Feedback will also be gathered from administrators and learning support teachers.
- Carmen Carvalho, EAL Lead Teacher, has been working on collaborative curriculum development for elementary, middle, and high school level (narrative writing, vocabulary acquisition, digital literacy resources, trans-language strategies, etc.)
- Carmen supported diversity and Black History Month; created a Family Literacy Night display at Lethbridge Christian School and teacher resource support at Immanuel Christian.
- Carmen is currently creating and sharing micro-PL video presentations to be used at staff meetings.
- Carmen and Saajan Sapkota (EAL Student Support Worker) completed 17 new EAL student intake assessments.
- Saajan continues to support our newcomers with winter supplies and school supplies. Through this process, Saajan connects frequently with CityLights Church as they supply backpacks for our students.
- Saajan is working closely with our classrooms, helping our EAL students in reading groups, language groups, friendship groups and visiting our limited formal schooling classes

<ul style="list-style-type: none"> Saajan has connected with families to provide interpreting and to assist with accessing community supports such as FSCD
International Programs
<ul style="list-style-type: none"> The Division International Program has grown exponentially for the 2022-23 school year. We have registered 89 students for the start of semester one with 16 more students arriving in early October and 61 students registered for semester two. Canada Homestay Network, our homestay program, has worked very hard to house all our students.
<p style="text-align: center;">DOMAIN: Teaching and Leading PRIORITIES: ACHIEVEMENT AND INNOVATION</p>
Administrator Professional Learning
<ul style="list-style-type: none"> An Administrator professional learning session was held February 9th with discussion groups focusing on Inquiry Based Learning, Outdoor Learning, Learning Commons and Makerspaces, Fine Arts, and Purposeful Technology Integration.
Division Professional Learning (Collaborative Communities, support staff PL, teacher PL, inquiry based professional learning)
<ul style="list-style-type: none"> Rebecca Adamson continues to support schools in ensuring they have opportunities to train their staff in SIVA. She has communicated with a number of schools to set up several training dates in March. Inclusive Education members (Jackie, Rebecca, and Rochelle) have worked with the HR department (Rhonda and Stacey), Psychology department, and Speech Language Pathologists to identify effective PL for division staff. Initial scope and sequence planning for a digital and video resource library has taken place. A CUPE Leadership session was held February 10, 2023 with Rhonda Aos and Stacey Wichers facilitating. The topics included working with staff shortages and consistent training of staff. The Human Resources team continues to support updating the CUPE 290 Manual. It is hoped this digital resource will be implemented by the end of the school year and will be accessible for all CUPE 290 staff and Administrators. Through the support of Inclusive Education and Human Resources, our division will be accessing a new professional learning opportunity for educational assistants. This program is called Parabytes and its content is based off of the work of Julie Causton and Kate MacLeod who wrote "The Paraprofessionals Handbook for Effective Support in Inclusive Classrooms". Jen Day, Counselling Coordinator, completed Session 2 of VTRA Training. Jen also researched and secured meaningful Spring PL on crisis response and chronic suicidality
<p style="text-align: center;">DOMAIN: Learning Supports PRIORITIES: INCLUSION</p>
Building Staff Capacity to Meet the Needs of all Learners
<ul style="list-style-type: none"> Rebecca Adamson, Inclusive Education Coordinator, and Jackie Fletcher, Inclusive Education Director, connected with learning support teachers across the division through LST Reflection

<p>meetings to gain feedback and insight into our current practices and changes we have introduced this year.</p> <ul style="list-style-type: none"> • Jim Kerr, Student Engagement Consultant, has been working with schools to advise them on placements and school programming for vulnerable and high-risk youth. • Concept-based teaching and learning as well as thinking classrooms continue to be the areas of focus through which our teachers are implementing the new curricula in English Language Arts and Literature (ELAL) and Mathematics.
Collaborative Partnerships to Support Learning
<ul style="list-style-type: none"> • Jim Kerr continues to organize and chair student placement meetings to address the needs of students requiring alternative schooling. • Jen Day, Counselling Coordinator, connected with Wellness teams with AHS to offer the STRIVE program in schools which focuses on re-engaging students who attend school but struggle to stay in class. • Jen Day has collaborated with LFS to help address mental health for newcomer youth. • Jen Day met with the Indigenous Education team to collaborate on how wellness teams and Indigenous Education work together, and to debrief challenges regarding boundaries with helper roles. • Jen Day, Counselling Coordinator, has met with partners of CTIP to review ARTO (new processes that will be added to the VTRA process) • Jackie Fletcher, Director of Inclusive Education, has applied for the Specialized Assessment Grant for 5 students, given the extension/2nd call out for applicants for this grant from Alberta Education. • Jackie Fletcher, along with SWCSS and our school division SLP/OT team, has been accessing funds provided through Alberta Education's LISS Grant (Low Incidence Student Supports) to purchase necessary equipment for our students with hearing impairment/vision impairment/complex communication needs. A portion of this grant will also be used to support our SWCSS vision and hearing teacher, and to provide PL for our SLP/OT team
Cross-Ministry Initiatives
Management of Growth and Support of Learning Spaces/ Provision of Programs
<ul style="list-style-type: none"> • Three modular classrooms have been moved into place at Chinook High School. Over the next 3 to 4 months the moduls will be hooked up with utilities and the interior finishes will be touched up on these classroom spaces.
Teacher Induction Program

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

Re: 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 and attached are the donations and support received by the Division.

- Eagles-Ladies Auxiliary #2100 donated \$200.00 to the Galbraith Breakfast Program.
- Chris Bosman donated \$95.86 to Galbraith Elementary with the message “To the Galbraith staff. Thank you for finding the picture of my brother on the Senior Boys 1952-1953 Hockey Team. Your Kindness and interest you showed was refreshing. It was our family’s first winter in Canada, Brian could skate well but he did not have a hockey stick and had to borrow his teammates sticks. My 84-year-old brother’s memories were consolidated and I felt like a rock star walking out of the school. Thank you very much.”
- Gilbert Paterson Middle School received \$450 from the Playgoers of Lethbridge
- Nicholas Sheran Breakfast Club received the following donations:
 - Cut & Dried Coatings Ltd./Matthew Ylioja - \$1500
 - Fee Simple Law LLP/Michael Gabriel - \$500
 - Mark Lencucha - \$500
 - Costco Lethbridge #160 - \$300
 - Diane Lencucha - \$300
 - Headwater Equipment/ Matthew Stringer - \$250
 - Penny O’Brien - \$200
 - Safeway West/Jack Henderson - \$100 gift card

Recommendation:

It is recommended that the Board receive this report as information.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

Re: **Acknowledgements of Excellence / School Showcase**

Background:

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 Division staff and students:

Lakeview Elementary:

Ok! Lakeview Elementary is a vibrant and diverse community that continues to grow and change. This year we have more than 25 different languages represented by our student population.

One of our main school goals is to build a culture of thinking. As part of this goal, we continue to reorganize and make physical changes within our building to cultivate collaborative learning spaces for students in both classrooms and common spaces. As well, our teachers are all participating in a book study, *Building Thinking Classrooms in Mathematics*, by Peter Liljedahl, and we are looking forward to participating in professional learning with Garfield Gini Newman in May to further our understanding of creating thinking classrooms. Lastly, the resources that were purchased to support the implementation of new curriculum have further helped to shape new practices that encourage critical thinking.

This school year our community has embraced opportunities that were not available during COVID.

From volunteers in classrooms to field trips, guest speakers, special assemblies, presentations and Grade 5 Volleyball/Basketball, the Lakeview community has been so grateful for the chance to return to these special traditions. New to our school this year is the weekly Wellness block where students participate in a variety of activities and practices that support emotional wellbeing. It has been equally popular with students from Kindergarten to Grade 5. Play and outdoor learning continue to be embedded in our school through school wide practices and is always an option during the Wellness block.

Finally, we are looking forward to additional opportunities in the second part of the school year to support and celebrate learning. We are excited to hold a celebration of learning in March as well as a literacy night in April. Both the Global Drumming group and the Alberta Opera Company will be performing at Lakeview in the coming weeks. Our Indigenous Education Committee is working with Melanie Morrow to plan an Indigenous Day in May, and planning has begun for a spring production based on Charlie Mackesy's book, *The Boy, the Mole, the Fox and the Horse*, to be performed May 4. We are grateful for the support of our community and our School Council for funding the field trips and special events.

Chinook High School:

Chinook continues to focus this year on re-establishing its community and identity after the disruption and changes of the last few years. This includes every staff member working in a PL inquiry group under one of the following areas: clarifying our identity and strengthening community, building wellness for learning, increasing student engagement in learning, and forming common, critical understanding of barriers to learning. While we have seen highlights in all of these areas, the ones that are really visible right now are the pieces around clarifying identity and strengthening community. Chinook has seen a resurgence of student and staff collaboration to build both our identity and community. A return to full participation in all curricular and co-curricular activities has been marked by wildly successful multiple class collaborations to put on a large scale musical, *Mama Mia* in the fall, along with a full return to all of our fine and performing arts performances (E.g. Rock and Jazz shows at the Owl, Choir, Band and Guitar Concerts, etc.) with more coming up in the spring. Club participation in both numbers of clubs and students participating is higher than ever this year, with students actively seeking ways to participate in school and grow the community as well as express their identity within the school. Our leadership class has expanded to include a larger teaching staff this year, and the events they run, both by themselves and in conjunction with other clubs (e.g. working with Culture Club) serve as the heart and glue of the community and strive to give back through many fundraising events (e.g. Christmas food drive - Chinook was again the Tri-high winner). All sports programs have been in full swing as well, with a renewed focus on growth and student athleticism that aims to grow people as well as athletes. A large part of the community as well as wellness focus has been finding opportunities for student voice in shaping the community. Staff have developed in conjunction with students a series of round table questions and events to gather that input and provide information back as to how it will be used in planning and making the school better. These are well under way. Finally firmly re-establishing growth as the center of all of our decisions has been evident this year, and is seen every day in conversations between all community members, and in our students who are our best ambassadors when new people come into the building. We constantly get comments about how warm and welcoming the students (and staff) are.



FEBRUARY - Gilbert Paterson Middle School
What's excellent in Tiger Territory this month?



LEARNING

- **LITERACY** - There are many elements to the ongoing literacy supports and approaches at GPMS. From a whole school lens, staff have been engaged in conversations around disciplinary literacy noting various modes and methods and are beginning to reflect on how time is spent on instruction of key elements of literacy. The school literacy committee is comprised of teachers from all grades, as well as French and English, and are reading and considering pieces from Kittle and Gallaghers 4 Essential Elements. Students who are requiring additional supports in literacy can access programs at tiered levels following assessments administered by classroom teachers alongside our learning support teacher.
- **NUMERACY** - Many classrooms are actively engaging in Building Thinking classrooms, promoting student engagement and giving voice to all students in a math classroom. Students are up at wipebooks solving all kinds of thinking tasks, working collaboratively and processing how to find the answers. They are ENGAGED! The thinking is visible, and students are actively showing their number understanding in so many ways. We are so proud of all our staff working diligently at building THINKERS. Many of these teachers are engaging with other middle and elementary school teachers in Lethbridge and other parts of Alberta, Saskatchewan and BC to plan, creating and learning from each other. Having numeracy experts like Peter Liljedahl and Richelle Marynowski to guide our practices certainly solidifies our WHY in building thinkers.
- **ASSESSMENT** – Our staff has been involved in professional dialogue around assessment and reporting. We have gathered feedback from students, parents and teachers around what makes effective feedback for learning and will continue to develop our understanding of how to best serve students and provide parents with meaningful information through future PL and collaboration time.

FRENCH IMMERSION

- Our French immersion students are participating in the Franco Albertan flag raising ceremony on March 3rd along with student at Agnes Davidson and LCI. In order to continue building our functional French language skills, our students have had the opportunity to view French movies in partnership with Cinemagine, as well as celebrating cultural traditions from Nova Scotia during the month December, participating in Carnaval activities and our rock band performing songs in French. Our Grade 8 students are also participating in the DELF language proficiency exams in April and our Gr. 8 Voyage Québec trip is back after a 3-year hiatus! We look forward to sending 73 participants on this trip to Ottawa, Montréal and Québec. Our teachers have also been engaging in professional learning focusing on finding engaging books for our students and developing writing continuums and assessment practices with Faculté St-Jean profs.

ATHLETICS / FINE ARTS

- **Tiger Basketball** – Congratulations to our Rep Girls who won GOLD and the Rep Boys who won SILVER at the LSAA Championships. Between our 4 teams and club programs, we had over 100 students playing basketball this season.
- **Treasure Island** – Congratulations to our two casts and crew who just completed an exciting 4 day run of our school fine arts production for audiences of family, friends, peers and elementary schools in our small gym theater. Thank you to our dedicated teachers who directed and organized this tremendous effort and a return of live theater to the school after 2 years!
- **Band and Choir** students are preparing for the Lethbridge Music Festival next month and our **Rock Band** students are putting together a rock show with their friends from G.S. Lakie for charity next month!

CITIZENSHIP

- **The Homeroom Rep Group** is a compilation of one student from each class at Gilbert Paterson. These students meet once a month to discuss happenings, issues, or events around the school. A few of the topics addressed so far this year include assessment and assessment practices, the school division town hall questions, as well as what students enjoy about the school and/or changes they would like to see. Input is valued and shared with staff as well as school council and this has been an amazing tool to give agency and build confidence and investment in all groups.
- **Ordinary Heroes and Diversity presentation with Shand Watson** - In January, Shand shared this amazing program with our grade 6 students where they recognize how ordinary things and people can make BIG differences and impacts in our lives. The students' final project is to write a letter or card to someone who has made an impact on their life, and this gets mailed to that person. Shand also spent time in February in a Diversity and inclusion conversation with our Grade 8 students. Shand shared various stories and scenarios about how to build a positive, kind and caring "brand" for yourself and how to "market" yourself in your community. Shand is an amazing ENGAGING presenter / Making Connections partner who clearly connects with youth. Thank you for sharing your skills and knowledge with our community.
- **Grade 6,7,8 Leadership** – These groups have been responsible for many important and engaging activities that build positive school culture at Paterson in the last month. These include theme days like Beach Day, Valentine's Day Candy Gram fundraiser for the Make-A-Wish Foundation, Kindness Week activities and Pink Shirt Day celebrations, Black History Month displays, announcements and activities as well as lunch time grade level intramurals to name a few! These groups help build positive spirit and engagement with their peers.

Calendar of Events for Board of Trustees

March	2	Policy Advisory Committee 12:00 pm, Education Centre / Microsoft Teams
	2-3	Board Strategic Planning
	6	Facilities Committee 11:30 am, Education Centre / Microsoft Teams
	6	Division School Council 6:00 pm, Microsoft Teams
	7	Community Conversations 1:30pm; Lethbridge Fish and Game Association Hut
	8	Spirit of 51 Recognition Event
	8	Policy Advisory Committee
	9	ICE Scholarship Showcase Event
	9	ATA Teacher Induction Banquet
	14	Board Committee of the Whole 5:00 pm, Education Centre / Microsoft Teams
	15	ASBA Meeting
	16	Community Engagement Committee
	21	Blackfoot Flag Raising Education Centre
	28	Board Meeting 2:00 pm, Education Centre / Microsoft Teams

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Morag Asquith
Associate Superintendent, Instructional Services

RE: Early Education and PUF Programming

Background

Early Education Coordinator Rochelle Neville will present on how Early Education and PUF Programming is structured and the program that is provided to children.

Recommendation

It is recommended that the Board receive the presentation.

Respectfully submitted,
Cheryl Gilmore

MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Cheryl Gilmore
Superintendent of Schools

RE: Policy Review

Background

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. Coordinator of Learning and International Education, Trish Syme coordinates the meetings. In the current year, the Policy Advisory Committee will:

- Finish review of any policies which were last reviewed in the 2020-2021 school year.
- Policy review (including procedures, forms, and exhibits) of the 400 series.
- Changes required due to the passing of the Education Act July 2019 and updated provincial regulations.
- Assist in the orientation of new members to the policy development process, as necessary.

Trish Syme will attend the Board meeting and provide an overview of each policy, share any feedback that has been received and respond to questions trustees may have.

Recommendation

It is recommended that the Board adopt the revisions to the policies as presented by the Policy Advisory Committee, or as amended.

<u>Policy #</u>	<u>Policy Name</u>	<u>Action</u>
502.3	Suspensions and Expulsions	For Approval
605.1	Inclusive Learning Supports	For Approval

Respectfully submitted,
Cheryl Gilmore



502.3 Suspensions and Expulsions

Policy *Note – yellow highlights in this draft indicate direct wording from Education Act*

The Board recognizes the role of discipline in creating a safe, caring and respectful learning environment. While ideally students are in regular attendance at school, the Board acknowledges that there are times when a student needs a reflective opportunity to learn from experience, needs to have support structures put in place, or there is consideration for the safety of self and/or others. As a result, a student may be suspended or expelled.

The Board acknowledges the role of suspension and expulsion of a student, in response to a violation of the Student Code of Conduct, when:

1. other means of corrective action have failed to bring about orderly or appropriate conduct on the part of the student; or
2. the student's misconduct is so severe that lesser corrective action would be insufficient.

A suspension or expulsion shall be used in response to:

1. excessive, persistent or chronic disobedience or disregard of Division or school rules;
2. conduct which endangers the safety of students and/or staff;
3. illegal possession and/or misuse of controlled substances; or
4. conduct which is injurious to the physical or mental well-being of others in the school, whether or not the conduct occurs within the school building or during the school day.
5. The student has distributed an intimate image of another person in the circumstances described in section 1(1.1) of the Education Act.

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Regulations

Suspension

1. A suspension shall be defined as a temporary prohibition, instituted by a principal or a teacher under Section 36 of the Education Act, of a student from attending a class, course, school activity, school, or from riding on school authorized transit for a period of 5 school days or less, unless in accordance with a recommendation for expulsion made by the principal under Section 37 of the Education Act.

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- 1.1. A teacher may suspend a student from one class period.
- 1.2. The principal or administrative designate may suspend a student
 - 1.2.1. from school;

502.3 Suspensions and Expulsions, cont'd

- 1.2.2. from one or more class periods, courses or education programs;
- 1.2.3. from participation in school-related activities; or
- 1.2.4. from school authorized transit.
- 1.2.5. Parents/guardians or Independent Students shall be informed in writing regarding the circumstances of a suspension, and provided an opportunity to meet with the principal or administrative designate to discuss the reasonableness of the suspension.
- 1.3. The principal or administrative designate may at any time reinstate a student suspended under clause 1.1 or 1.2.
- 1.4. The principal or administrative designate shall reinstate the student within 5 school days or the principal may provide a written recommendation to the Superintendent for an expulsion. The student remains suspended until a decision has been made with respect to proceeding to expulsion.

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Expulsion

1. If a student is suspended in accordance with Section 36, the principal may recommend, prior to the end of the student's suspension, that the Board expel the student if:
 - 1.1 the student has displayed an attitude of willful, blatant and repeated refusal to comply with Education Act Section 31;
 - 1.2 the student has displayed an attitude of willful, blatant and repeated refusal to comply with the Code of Conduct established under Education Act Section 33(2);
 - 1.3 the student's conduct, whether or not the conduct occurs within the school building or during the school day, is injurious to the physical or mental well-being of others in the school, or
 - 1.4 the student has distributed an intimate image of another person in the circumstances described in Education Act Section 1(1.1)

Deleted: An expulsion shall be defined as a prohibition, instituted by the Board in accordance with section 25 of the School Act, of a student from a class, course, educational program, school, school activity or from riding school authorized transit for more than 10 days.

2. The Board may make the decision to expel if:
 - 2.1. the principal has recommended that the Board expel the student; and
 - 2.2. the student has been offered another education program by the Board.
3. The Board delegates to the Expulsion Committee the power to make decisions with respect to the expulsion of students.
4. An Expulsion Committee shall consist of:
 - 4.1. two Trustees, appointed by the Board as needed; and
 - 4.2. a school administrator appointed by the Associate Superintendent, Instructional Services.
5. An expulsion hearing shall be facilitated by the Associate Superintendent,

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LETHBRIDGE SCHOOL DIVISION

Policy

Instructional Services **within 10 school days after the decision to move to expulsion.**

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5.1. Before the Expulsion Committee makes a decision to reinstate or expel the student, the student and the students' parents/guardians may make representations to the Expulsion Committee with respect to the principal's recommendation to expel the student.

6. A suspension or expulsion shall not deny a student's legal right to access an education.

6.1. The Expulsion Committee may establish parameters regarding the circumstances in which an expelled student may be re-enrolled. **An expulsion or any rule or condition determined by the Expulsion Committee may apply to a student beyond the school year in which the student was expelled.**

7. The Board shall be informed of the results of each expulsion hearing.

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7.1. The student shall not be named.

7.2. The Board may re-enroll a student who has been expelled.

8. When a student is expelled under this section, the Board shall notify, in writing, the student's parent/guardian **or the student is determined an Independent Student.**

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8.1. of the expulsion **and any rules and conditions that apply to the student,** and

8.2. of the right to request a review under **Section 43 of the Education Act.**

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The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Education Act: **31, 33, 36, 37, 42, 43, 256(d)**

Deleted: Alberta School

Division Policies: 500.1 Rights and Responsibilities, 501.1 Attendance at School, 502.1 Welcoming, Caring, Respectful and Safe Learning Environments, 505.9 Appeals, 103.1 Anti-Racism & Anti-Oppression

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Pr502.3 Suspensions and Expulsions, Ex502.3A
Sample Out of School Suspension Letter, Ex502.3C
Checklist for Suspensions and Expulsions

Other: Appendix 502.1 Student Code of Conduct

Policy

502.3 Suspensions and Expulsions

Policy *Note – yellow highlights in this draft indicate direct wording from Education Act*

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Suspension

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502.3 Suspensions and Expulsions, cont'd

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 - 1.2 the student has displayed an attitude of willful, blatant and repeated refusal to comply with the Code of Conduct established under *Education Act* Section 33(2),
 - 1.3 the student's conduct, whether or not the conduct occurs within the school building or during the school day, is injurious to the physical or mental well-being of others in the school, or
 - 1.4 the student has distributed an intimate image of another person in the circumstances described in *Education Act* Section 1(1.1)
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3. The Board delegates to the Expulsion Committee the power to make decisions with respect to the expulsion of students.
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7. The Board shall be informed of the results of each expulsion hearing.

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8.2. of the right to request a review under Section 43 of the *Education Act*.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Education Act: 31, 33, 36, 37, 42, 43, 256(d)

Division Policies: 500.1 Rights and Responsibilities, 501.1 Attendance at School, 502.1 Welcoming, Caring, Respectful and Safe Learning Environments, 505.9 Appeals, 103.1 Anti-Racism & Anti-Oppression

Pr502.3 Suspensions and Expulsions, Ex502.3A Sample Out of School Suspension Letter, Ex502.3C Checklist for Suspensions and Expulsions

Other: Appendix 502.1 Student Code of Conduct



Approved: May 26, 1999
Amended: February 10, 2004
Amended: May 13, 2008
Amended: February 26, 2013
Amended: April 30, 2019

605.1 Inclusive Learning Supports

Policy

The Division shall provide a continuum of supports to enable all students to access the most appropriate learning environments and opportunities for them to achieve their potential.

Regulations

1. Inclusive learning supports shall be provided such that they are consistent with Alberta Education regulations and guidelines.
2. Decisions regarding supports shall be made by Division staff following consultation with the parents/guardians, teachers, the student where appropriate, and other members of the student's learning team.
 - 2.1. Wherever possible, inclusive learning supports shall be provided in the student's designated school. In some situations, a student may be required to receive programming, at an alternative location and/or through alternative delivery structure.
3. Each school shall develop a school-wide system of supports within the framework of Response to Instruction and Intervention (RTI²), that identifies universal, targeted and individualized supports to help students be successful.
4. Division staff shall work together, in partnership, with the parents/guardians and community to meet the needs of students.
5. The Division shall ensure that inclusive learning supports and services include strategies for:
 - 5.1. early intervention;
 - 5.2. a variety of levels of assessment;
 - 5.3. collaborative planning and programming;
 - 5.4. transition planning;
 - 5.5. coordination of services;

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LETHBRIDGE SCHOOL DIVISION

5.6. school safety, and;

5.7. dispute resolution and appeals in accordance with Division policy.

6. Schools shall be able to account for funding for inclusive learning supports allocated to the school site in their annual budget.

7. The Associate Superintendent Instructional Services, or designate, is responsible for the allocation of funding for staffing related to inclusive learning supports.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Education Act: 11(4), 43,

Division Policies: 609.5 Student Records, 505.9 Appeals, 805.6 Access to Information, 1003.1 Channels of Communication and Disputes Resolution

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MEMORANDUM

February 28, 2023

To: Board of Trustees

From: Allison Purcell
Board Chair

Re: Community Conversations

Background

Trustees hosted a virtual Community Conversations session on February 14th. Trustees are given the opportunity to speak to the success of the event.

The next Community Conversations is March 7th from 1:30-3 p.m. at the Lethbridge Fish and Game Association Hut, located at 946-9 Ave. S. #922.

Recommendation

It is recommended that the Board receive this report as information.

Respectfully submitted,
Allison Purcell

January 31, 2023

The Honourable Adriana LaGrange
Minister of Education
Office of the Minister of Education
228 Legislature Building
10800 – 97 Avenue, NW
Edmonton AB T5K 2B6

Dear Minister LaGrange,

On behalf of the Elk Island Public School Board of Trustees, I'm writing regarding the Government of Alberta's School Nutrition Program, as well as its scope and impact within our division.

The lingering social and economic impacts of the COVID-19 pandemic, combined with the current rate of inflation, are significant for many families in the communities we serve. These challenges are, of course, reflected daily in our schools, as an increasing number of students arrive to school hungry, and without snacks or lunches sent from home to get them through the day. A lack of proper nutrition not only affects the long-term physical growth and development of children, but also makes it extremely difficult for students to focus on their studies and to meaningfully engage in key social activities during the course of the school day.

For the 2022-23 school year, EIPS gratefully received \$150,000 from Alberta Education to deliver nutritious snacks and meals to students. In an effort to ensure we were meeting the areas with the highest needs; the Division focused its efforts on two rural schools where we saw families were struggling the most—at Bruderheim Elementary and Lamont Elementary. Starting in September 2022, EIPS was able to deliver three hot lunches a week and two days' worth of snacks to just over 400 students. Most if not all families of students attending those schools made use of the program and for many children, the lunches and snacks make up a high portion of the food they consume daily.

Unfortunately, with the rise in interest rates came a simultaneous spike in the cost of food. And while every effort was made to sustain the program in its original form, EIPS had to make the difficult decision to discontinue the provision of snacks as of January 1, 2023, so schools could continue to give students hot lunches every Tuesday, Wednesday and Thursday.

We understand these challenges are not ours alone, and that every household in the province has seen an even greater decline in how far they're able to stretch their monthly income. While the Government of Alberta's Affordability Payment Program will provide some relief for families over the next six months, school divisions who are delivering meals and snacks through the School Nutrition Program do not have access to that fund. And we do not have discretionary resources at the division level to supplement the program.

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BOARD OF TRUSTEES

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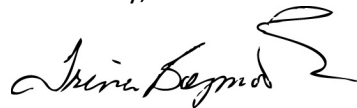
A corresponding challenge in delivering critical programs of this nature comes in the expectations raised within the communities receiving the assistance. Lamont Elementary's nutrition program began in 2017, with Bruderheim coming on board the following year. As a result, families with students in kindergarten through Grade 6 in both communities have come to rely on the program each school year as a way to keep their children fed and healthy during the school day. Should funding for the School Nutrition Program lag behind the rate of inflation and the cost of food—or if a decision is made to either downsize or even discontinue the program next year—young families in both Bruderheim and Lamont are likely to feel the economic impact.

In some larger communities, service groups and organizations are able to access grants or fundraise to offset the burden on families and provide meals and snacks in schools; one such example would be the funding being provided to the Community Association for Lasting Success (CALS) in Vegreville for the remainder of the current school year. In small locations like Bruderheim and Lamont, however, those groups simply don't exist or don't have the capacity to address food insecurity in their communities.

We don't know if the program is financially sustainable for Alberta Education in its current form, but we're hopeful provincial resources might be identified and allocated, perhaps from other ministries, that could address the ongoing needs of our students in those small rural locations.

I would be pleased to discuss the issue in greater detail, either in person or by phone call. Thank you in advance for understanding our situation and considering our request for sustainable funding for this critical initiative.

Yours truly,



Trina Boymook,
Chair, Elk Island Public Schools

TB:clp

cc: The Hon. Nate Glubish, Minister, Public Services and MLA, Strathcona-Sherwood Park
Jordan Walker, MLA, Sherwood Park
Jackie Armstrong-Homeniuk, MLA, Fort Saskatchewan – Vegreville
Marilyn Dennis, President, Alberta School Boards Association (ASBA)
Alberta School Board Chairs