



Highlights from the Regular Meeting of the Board of Trustees

**Meeting highlights from Sept. 26
- Next meeting Oct. 24 -**

1. Audit Committee

The Audit Committee report can be found on Page 3 of the [AGENDA](#).

2. School Boundary Alignment Committee

The School Boundary Alignment Committee report can be found on Page 4 of the [AGENDA](#).

3. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations, Morag Asquith, Associate Superintendent, Instructional Services and Robbie Charlebois, Associate Superintendent, Human Resources, delivered their respective reports for the Board. To read the reports, see Page 16 of the [AGENDA](#).

4. Board Priorities Report

The Division Office Leadership Team is committed to keeping the Board informed regarding progress in Board priority areas. The priority areas (Growing, Leading & Supporting) are identified under the Assurance Domains in the Lethbridge School Division 2023/2024 Assurance Plan approved by the Board in May.

The leadership team provides a monthly summary at Board meetings outlining strategies that have been implemented to address the three priorities.

The Board received the report as information.

The report can be found on Page 33 of the [AGENDA](#).

5. World Teachers' Day

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

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

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

The Board received the report as information and took the opportunity to publicly acknowledge the commitment to excellence that teachers, and all staff members, demonstrate for the benefit of students.

6. Acknowledgements of Excellence

The Board has a long-standing practice of acknowledging the efforts of students and staff whose commitment to excellence has resulted in outstanding achievement. Details of accomplishments of note are provided as information.

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6. Acknowledgements of Excellence

Mike Mountain Horse Elementary School:

September is our favourite time of year! The excitement of a new school year, meeting new students and families and preparing for a year of teaching, learning and fun. It has been an eventful start-up at Mike Mountain Horse as we continue to focus on high quality teaching and learning. Supporting a continued focus on building capacity of teachers in literacy, staff engaged in an amazing learning opportunity with Jodie Babki, focused on supporting readers through the use of running records. We also spent time as a whole staff engaging the early planning for creating a system of school wide positive behavior supports to set students up for success now and throughout the school year.

In September, students enjoyed a soft start with staggered entry. Staff welcomed parents and caregivers to join their children in classrooms during the first week of school. It was wonderful to see families interacting with their children in the classrooms and experience their excitement. Our Welcome Back Spirit assembly and Meet the Teacher Open House evening were absolutely packed with smiling families. Thanks to the incredible turn out at our Meet the Teacher Evening, we had several new faces join our school council and school council society, bolstering our already engaged and highly active council and society. Students are currently preparing to participate in the westside elementary schools Terry Fox Walk around Nicholas Sheran Lake on September 22. Students and staff are also preparing to participate in the school division Run for Reconciliation. Staff continue to engage students in meaningful learning such as a focus on continuing to learn the Blackfoot language, engage in quality literature and create art projects to celebrate and honour Treaty Seven Day, Orange Shirt Day and National Day for Truth and Reconciliation. And as always, we continue to engage all members of our school community in a focus on kindness and empathy. BOOST notes are completed whenever a student does something kind, notes are turned into the office and read each day over the announcements and then posted on a bulletin board for all to see.

General Stewart Elementary School:

General Stewart is very proud to share our highlights so far this year. We consistently work to build community with our students and families. We purchase school shirts each year and last year they were Pink and were given to students on Pink Shirt Day to build community and awareness. We have Daily Morning Meetings over Teams to enhance connections and community within our school by having a rotation of students from each class that share Celebrations of the Day as well as Jokes of the Day. On Fridays, our grade 5 students host our meetings and they take over all of the technical and speaking parts, including our Land Acknowledgement and gratitude statement, which is spoken in Blackfoot.

We also have Melanie Morrow join us for our Thursday Morning Announcements for our Indigenous Education spotlight. In addition we are implementing thinking routine progressions throughout the week to encourage and model critical thinking. In addition, General Stewart has traditionally held walks to Henderson Lake and this is something that continues to this day.

When we hold these events, we invite parents to join us. Our Halloween Carnival (planned and organized by our Grade 5 students) returned last year and we are planning on holding it again this year. We also host in person Halloween Parades, Remembrance Day Assemblies, and Holiday Celebration Concerts that we also stream for families that are not able to attend. We host a book fair, spirit days, a Kids Market and our annual March Book Madness Tournament of Picture Books. We are also plan a French Celebration of Learning for Le Festival du Voyageur. We purchased Math Up last year which is a fantastic On-Line resource that we are excited to use alongside the Building Fact Fluency Addition/Subtraction and Multiplication/Division Kits.

Our Literacy Instruction is continuing to focus on how we can best meet each students needs by using data to help them grow. Our Balanced Literacy Program involves independent and leveled reading groups and instruction in Phonemic Awareness, Phonics, Fluency, Vocabulary, and Comprehension. Our school focus this year is looking at the new Curriculum through a UDL lens which we began (UDL Focus) last year. We are working with the Coalbanks staff on this journey and it is very exciting!

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6. Acknowledgements of Excellence/School Showcase

General Stewart Elementary School:

This will be year three of our Enrichment Days where students select from a variety of activities that staff offer. These have been highlights of each school year. Last year we had a variety of offerings from Arts and Crafts to Coding to Karaoke to Master Chef Jr. We host Community Engagement Nights and are looking to expand them this year. Our students participate in the inter-school volleyball and basketball leagues which have been great opportunities to learn, grow and meet students from other schools. We also have two 3-D printers and have worked over the past two years to build capacity in our students to design and print models. Every student in our school from K-5 will work in 3D Builder to design an object that will be printed for them to take home. A team of our grade 5 students design and print keepsakes that we give to our Grade 5s at the end of each year as a gift from the school. We have also put together "Lip Dubs" for each of the past 5 years where students Celebrate the school year and their time at General Stewart. These videos are highlighted on our YouTube Channel. This year we are once again participating in a School Smudging Ceremony as well as a Tipi raising and we will be inviting other schools to join us. This will be a great activity as part of our Aboriginal Day Celebration. Thanks for giving us this opportunity to share some of our highlights this year!.

7. Approval of an International Trip

Erinn Roberts from Lethbridge Collegiate Institute requested approval to take approximately 40 Grade 10-12 students on an International Trip to Italy from March 21-30, 2024. Information regarding the educational benefits of the trip and proposed itinerary was attached. The estimated cost per student is \$4,550 in Canadian Funds, however two years of fundraising has been accumulated to offset this cost for students. Further fundraising efforts will be initiated in the 2023/2024 school year.

The Board unanimously passed the following motion:

That the Lethbridge Collegiate Institute trip to the Italy in March 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.

8. Approval of an International Trip

Kristi Legge from G. S. Lakie Middle School requested approval to take approximately 30 Grade 6-8 students on an International Trip to Los Angeles, California from May 20-23, 2024.

Information regarding the educational benefits of the trip and proposed itinerary was attached.

The estimated cost per student is approximately \$2,000 in Canadian Funds, with the opportunity to fundraise to offset the cost.

The Board unanimously passed the following motion:

That the G.S. Lakie Middle School trip to Los Angeles in May 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.

9. Policy Committee

The parents are the largest stakeholder group in the Division. They also represent the largest group in our schools, the students. Therefore, it would be appropriate to have a second parent on the committee.

There is currently nowhere to review procedures in our Division. By allowing the committee to review procedures is an appropriate way to have checks and balances in our Division.

The Board discussed the following motions:

That the Board accepts the revision to add another parent member to the Policy Advisory Committee

That the Policy Review Committee be changed to the Policy and Procedure Review Committee.

The motions were tabled to the following meeting of the Board of Trustees.

10. Policy 204.13 Public Presentation and Forum Request for information

Lethbridge School Division policies include one on Public Presentation and Forum, the policy has been in place since 2001, with some amendments over the past 20 years.

Many school divisions operate in various ways for public presentation/forum.

Municipalities also allow for public presentations and hearings. Other boards that have public interest such as Peel Board of Education in Ontario, Calgary Board of Education and Edmonton Public have varying ways to hear from the public during the business meetings.

With increased interest from the public for participation in our business meetings, knowing and understanding how others manage and process the requests would provide insight as our Board moves forward with requests for public presentations and public forum to ensure representation is taken into consideration.

Once the Request for Information is completed the Board can then decide what, if any, next steps or revisions they wish to make.

It was recommended that the Board requests the Superintendent to provide information to the Board on policies and practices from other Boards in Alberta or in other jurisdictions related to public presentations and public forums. The information requested should be from similar demographics such as urban, publicly elected etc. As well to include any legal parameters necessary for the Board to consider.

The motion was passed unanimously.

11. Vaping

Vaping is considered to be a significant issue. Concerns have been heard from students, staff, and parents regarding vaping on school property, particularly in washrooms. Dialogue has been had on this issue at the Zone and provincial level.

ASBA Position Statement 5.9:

That Alberta's Ministries of Education and Health collaborate to conduct and share research about the health effects of vaping and implications (strategies) for how to avoid negative health impacts on our communities through the infrastructure (programs, grants, curricula, Regional Collaborative Service Delivery (RCSD) tables) of education and health systems in our province; and that all levels of government (municipal, provincial, federal), expeditiously amend statutes such as the Tobacco and Smoking Reduction Act (Alberta) and Tobacco and Vaping Products Act (Canada) and regulations to align the restrictions on the consumption, promotion, marketing and sale of vaping products to Alberta's youth with those on tobacco products. (FGM2019)

Policy 502.1:

The Board is committed to providing a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

The Board received information on what is being done on an operational level to address this issue, and learned the Division will conduct a pilot project with four schools, who will be installing vape detectors in bathrooms.

12. Public School Boards of Alberta Association

Trustee Craig Whitehead brought forward the following motion:

I move that we renew our membership in PSBAA for the 2024 year.

The motion passed by a 4-3 vote, as Whitehead, Andrea Andreachuk, Allison Purcell and Genny Steed voted for the motion, and Tyler Demers, Kristina Larkin and Christine Light were opposed.

Discussion on the topic begins at the 1:57:35 mark of the [LIVESTREAM](#).

13. Medicine Hat School Division Play & Learn Program

Trustee Craig Whitehead proposed Lethbridge School Division send a delegation to visit Medicine Hat School Division to look at the Division's Play & Learn Program, to determine how effective a similar program could be in Lethbridge School Division.

The Board unanimously passed the following motion:

That the Board requests the Superintendent explore the idea of a Play & Learn Program, such as that of Medicine Hat School Division, and that as a part of that exploration, consider the idea of a site visit.

14. Board Standing Committee Annual Reports and Terms of Reference Review

At the September regular Board meeting each year, Board member chairs of standing committees provide a year-end report and make any recommendations regarding changes to standing committee Terms of Reference. Committees included the Board Audit Committee, Board Budget Committee, Community Engagement Committee, Division Wellness Committee, Facilities Committee, Indigenous Education Committee, Policy Advisory Committee, Poverty Intervention Committee, School Boundary Alignment Committee, Spirit of 51 Committee and the Superintendent Evaluation Committee. The Board received the reports as information, and accepted changes to the terms of reference for each committee.

15. Community Conversations

Community Conversations are time for parents, staff, students and the community to come together to have discussion with trustees. It is a time that has no formal agenda, they are held monthly and the locations are in a variety of locations/times across the city. Community Conversations are a great time for trustees to hear from those attending about great ideas, share successes, bring forward issues and concerns. Upcoming dates for Community Conversations are as follows:
Oct. 10, 2023
6-7:30 p.m.
Fish and Game Association Hut
9th Avenue and 10 Street South
Southwest corner of Kinsmen Park
The November date will be announced shortly.
The Board accepted this as information and will share with their respective schools as able. It was further recommended that the information be shared publicly on the Division website and other social media channels. Information on the October Community Conversations can be found on the Community Engagement website here: [COMMUNITY CONVERSATIONS](#).

16. Public Forum

Viviana Lartiga Castillo delivered a presentation during the Public Forum portion of the meeting, where she spoke about the Board of Trustees letter response she received on Sept. 7 from her participation in the Public Forum at the last Board of Trustees meeting in June. The presentation begins at the 2:35:30 mark of the [LIVESTREAM](#).

17. Authorization of Additional Locally Developed Courses

Alberta Education requires that all locally developed senior high courses be authorized for use by the Board of Trustees. Division high schools have requested the addition of the courses listed below. Considering this, we ask the Board of Trustees to authorize the use of these previously used locally developed courses in all Division high schools to enhance program offerings to students:
Requested Authorization until August 31, 2025. The courses include:

Choir 15	3 credits	LDC1414	2021-2022	2024-2025
Choir 15	5 credits	LDC1414	2021-2022	2024-2025

The Board of Trustees approved the use of Choir 15 (LDC 1414) for 3 and 5 credits until August 31st, 2025, to schools to enhance program offerings to students.

18. Division School Council Trustee Attendance

At the Sept. 12, 2023 Board Organizational meeting, there was discussion regarding Trustee membership on Division School Council. Currently the language regarding membership states:
• One Trustee, an alternate trustee, the Superintendent (or designate), one Administrators Committee representative, and one parent representative from each school council. The meetings are open to all trustees to attend.

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18. Division School Council Trustee Attendance

Trustees discussed changing membership to continue with one permanent Trustee on Division School Council and having additional Trustees join each month on a rotating basis. All meetings begin at 6:30 p.m. with a parent information session to be followed by the Division School Council meeting at 7 p.m. These are held in the Education Centre Board Room as well as virtually on Teams.

The following are the scheduled dates for the 2023/2024 year: October 2, November 6, December 4, January 15, (No meeting in February due to Town Hall on Feb 6, 2024), March 4, April 8, May 6, June 10.

It was recommended the Board accept this as information and create a schedule for attendance at the monthly Division School Council meetings.

The Board agreed to put the topic on the Oct. 2 Division School Council meeting and gather parent input.

19. Alberta Teachers' Association (ATA) Local Council Meeting Dates

An excellent relationship exists between the Board of Trustees and its employee groups. Two examples of this collaborative relationship are the invitations to a member of the ATA Local Executive to attend public Board meetings and the open invitation that the ATA Local Executive to the Board to have a trustee attend Local Council meetings. October - no Trustee necessary, November 1, 2023, December 6, 2023, January 10, 2024, February 7, 2024, March 6, 2024, April 10, 2024, May 1, 2024 and June 5, 2024.

Other dates to highlight for Trustees and Division Executive include:

- New Teacher Induction on Thursday March 21
- DEHR to Care Art Gala on Wednesday April 17
- Local 41 Retirement Banquet on Friday June 14

The Board received the report as information and a Trustee was identified to attend the future meetings.

20. Code of Conduct Policy Working Committee

In the May 23, 2023 Board Meeting, Christine Light recommended that Policy 202.1 Trustee Code of Conduct, along with Appendix 202.1A Trustee Code of Conduct, be reviewed and updated to reflect a clear and robust process of accountability for trustees. A working committee was formed with Trustee Christine Light and Trustee Kristina Larkin to move forward on this work and bring the revised Policy and Appendix to the Policy Advisory Committee in September. Christine Light provided an oral report on the progress of this working committee.

The Board received the report as information, and agreed to continue the discussion at a later date.

21. Correspondence Received

Lethbridge School Division received a letter from Alberta's Education Minister, thanking the Division for submitting the 2023/2024 Budget Report.

22. Correspondence Sent

Lethbridge School Division sent a letter to Heather Rowland, thanking her for attending the June 27 Board meeting to share her perspective and personal experiences regarding Lethbridge School Division Policy and Procedure 502.2 Sexual Orientation, Gender Identity and Gender Expression during the Public Forum portion of the meeting.

23. Correspondence Sent

Lethbridge School Division sent a letter to Mike Richey, thanking him for attending the June 27 Board meeting to share his perspective and personal experiences regarding Lethbridge School Division Policy and Procedure 502.2 Sexual Orientation, Gender Identity and Gender Expression during the Public Forum portion of the meeting.

24. Correspondence Sent

Lethbridge School Division sent a letter to Viviana Lartiga Castillo, thanking her for attending the June 27 Board meeting to share her perspective and personal experiences regarding Lethbridge School Division Policy and Procedure 502.2 Sexual Orientation, Gender Identity and Gender Expression during the Public Forum.

Regular Meeting video: [LIVESTREAM](#)



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