

Meeting began at 6:34

1. Land Acknowledgement
2. Welcome and Introductions
  - a. Superintendent comments  
Mike's key priorities:
    1. Authentic Relationships
    2. Personalized learning experiences so each kid can reach their personal potential.
    3. Culture of care and support to meet high expectations.
    4. Creating a culture of Empathy
3. Additions to the Agenda
  - Addition of wellness committee report
4. Approval of the Agenda
  - Approved as amended by Tisha Elford & Viviana Lartiga
  - a. School council learning sessions
    - Attendees were asked to submit
5. Errors or omissions in Minutes June 12, 2023
  - fix the agenda at the top
  - 8.1- "no changes" in minutes but the last slide of the presentation alludes to a change.
  - 8.2- change 'activity' to 'survey'
6. Approval of the Minutes of June 12, 2023
  - Shelley and Kristin will work on wording changes and bring back for approval in November.
7. Business Arising from the Minutes
  - a. [School council reports 1002.4](#)
8. Presentation:
  - a. Digital Wellness – Morag Asquith

- Digital wellness parent evening at the Yates on November 15<sup>th</sup> at 7:00. You can send the questions you would like to ask the panel by using the QR code.
- Panel includes police services, local psychologists, a couple of parents from each division and a middle school administrator.
- More Information and the QR code can be found [here](#).

b. Wellness Report- Edna Asem

- Be on the lookout for a digital productivity tracker instead of digital wellness day
- \$300k in Nutrition grant, Edna challenges all parents to bring it up to administrators.
- \$20k outdoor activity grant. School admin must apply in May for the next school year.
- AHS has grant information on website.

9. Division School Council Guidelines and Board Support – Mike Nightingale

- Update the language from district to division on this page [Division School Council | Lethbridge School Division \(lethsd.ab.ca\)](#)
- Addition of “One board of trustee member and an alternate”
- Change language to an Administrator Representative instead of Principal Representative.
- Changes will be made and we will bring back to November meeting for approval
- Who is the ATA representative?

10. Elections for Division School Council – Chair, Vice Chair, Recording Secretary, Committee Representatives:

Shelley Roest was nominated and accepted the nomination for chair.

Superintendent Mike Nightingale called 3 times for nominations and none were given. Congratulations Shelley!

Carrie Boschman was nominated and accepted the nomination for vice-chair.

Superintendent Mike Nightingale called 3 times for nominations and none were given. Congratulations Carrie!

Skye Curtis has volunteered to be the recording secretary. Thank you Skye!

- All Terms of reference and annual reports for committees can be found under item 12.1.1 on the September 27 Board Meeting Package by [clicking here](#).

- The primary DSC Parent rep will be responsible for providing a committee report at the Division School Council meeting following each committee meeting and if you are unable to attend a written report will need to be submitted to Shelley.

#### Policy Advisory Committee:

Purpose is to advise on the development of Division policies, in consultation with those who will be impacted by them, for consideration by the Board. Meetings afternoons from 12:15 to 3:30 pm, dates are October 4, November 8, December 6, January 10, February 7, March 6, April 10, and May 1.

The Committee shall consist of two Trustees one of whom shall act as chair of the Policy Advisory Committee, Superintendent, Coordinator of Learning, and one representative from each of the following groups: Administrators' Committee, ATA Local 41, CUPE 290, CUPE 2843, Division School Council

Jamie Walburger, Skye Curtis, Carrie Boschman, Viviana Lartiga and Shelley Roest all expressed interest in joining the Policy Advisory Committee.

This election was tabled until the November meeting to accommodate the Board of Trustees discussion regarding the changes to the Terms of Reference and membership.

-Request to have administrators remind school council chairs and parents about the email signup list for policy feedback.

-Shelley will be sending an email with feedback on how to support new School Council Admin and what information and training will be

#### Poverty Intervention Committee:

Purpose:

To improve educational opportunities and achievement of students affected by poverty.

To determine the Division's progress in addressing poverty and make recommendations to the Board where deemed appropriate.

To heighten staff awareness and promote action on issues related to poverty.

Meeting dates are October 17, December 12, March 12, and May 14. Meeting time is 1:00 to 3:00 pm.

The committee shall consist of two Trustees, one of whom shall act as chair of the Poverty Intervention Committee, Making Connections Program Coordinator who shall act as co-vice chair, Counselling Coordinator who shall act as co-vice chair, Indigenous Education Coordinator, two Division School Council representatives, a principal and a vice-principal (one from secondary and one from elementary), three teachers (elementary, middle and high school), counselling representative, CUPE 2843 representative, CUPE 290 representative, community member, and a representative from Alberta Health Services.

Sarah Ahlgren as Primary Rep and Danica Forsyth as an alternate.

Division Wellness Committee:

General purpose is to promote and facilitate healthy lifestyles among students, families, and staff of the Division. Meeting dates/times are October 2 (already passed), Jan 15 and June 3. All meetings will be 1:15pm-3:15pm at the Education Centre.

The committee shall consist of two Trustees, one of whom shall act as chair of the Division Wellness Committee, Associate Superintendent of Instructional Services, Associate Superintendent of Human Resources (as needed), two administrators (one elementary, one secondary), three classroom teachers (preferably one elementary, one middle and one high school), one parent (one alternate), representatives from Alberta Health Services (Addictions and Mental Health and Comprehensive School Health), Counselling Coordinator (as needed), Communications Officer (as needed), and other community and school members (as needed)

Edna Asem has volunteered as the primary and Skye Curtis as alternate.

-a request to clean up the language to be consistent with “parent representative” vs. “Division School Council representative.”

Community Engagement Committee:

General purpose is to develop and implement strategies for the Board to fully engage all sectors of the community. Meeting dates/times TBD (evening meetings starting at 6:00 pm, 4-5 per year).

The committee shall consist of two Trustees, one of whom shall act as chair of the Community Engagement Committee, Superintendent or designate, a minimum of one representative from the Division School Council, Communications Officer, Associate Superintendent – Business and Operations, and other invitees as required (topic relevant)

- Shelley Roest, Joanne Hill, Jamie Walburger, April Matisz,
- First email invite will go out to all DSC Reps and all interested can be added to list

School Calendar Parent Representatives

2 parents (one with a child at elementary level; one with child at secondary level). Typically meet one time when calendar is being put together in draft form.

- Caylee Low has volunteered to be the Secondary Level Rep and David Franz as Elementary Level Rep.

-Mike will bring an overview of steps of what goes into calendar development to the November meeting.

11. Trustee Report

- Board meets the 4<sup>th</sup> Tuesday of the Month. Agendas, Minutes and highlights can be viewed on the website and recordings can be viewed on YouTube.
- Discussion around adding a second parent rep to PAC as well as adding a procedure review portion. These motions were tabled once the PAC can consult on these.

- Appreciated the uptake in interest in public forum. Requested the Superintendent to research different ways to improve our public forum process.
- Discussion around vaping, board was updated on the pilot vape detector program.
- Discussion around exploring the development of a play and learn program.
- Community Conversations- Public are welcome to come and have personal conversations with Trustees. October 10 6-7:30pm at the Fish and Game Association Hut.
- Trustee attendance at Division School Council- Genny is our assigned DSC rep for 23/24. The second seat is looking at rotating monthly attendance if DSC would appreciate that.
  - Table decision until November meeting.

## 12. Alberta School Councils Association

Lethbridge School Division Board pays the membership fee for this association that represents School Councils across the province. The ASCA advocates with government, hosts an annual general meeting with parent learning sessions, provides information on their website, and facilitates online learning sessions.

Website [Alberta School Councils' Association: Home](#)

Book a Workshop [Book a Workshop: Alberta School Councils' Association](#)

- Please discuss with your school councils and determine if you are interested in being an ASCA member.
- Schools that choose to opt out will not be able to attend the ASCA AGM.
- We will schedule the parent information session in November or December to review ASCA.

## 13. Superintendent's Report

- Alberta Education School Council Engagement Grant
  - \$500 Government School Engagement Grant
  - Parent Professional Learning \$250
- Class size update
  - This information may change as we finalize enrollment.
  - Elementary

School	23-24
KG	17.1
Gr 1	19.1
Gr 2	18.5
Gr 3	22
Gr 4	22.4
Gr 5	22.3
<b>Total</b>	<b>20.2</b>

- Middle School

School	23-14
Grade 6	30.5
Grade 7	29.6
Grade 8	30.3
<b>Total</b>	<b>30.1</b>

- World Teachers Day
  - October 5<sup>th</sup>- Shelley has sent around some items and suggestions.
  - Tisha shared an idea of assigning a staff appreciation person at each school council.
- Curriculum engagement:
  - [New LearnAlberta | Social Studies](#)
  - [Have your say | Alberta.ca](#)
  - [Community Engagement on Social Studies Curriculum \(alberta.ca\)](#)
  - New Social Studies Curriculum survey for Alberta Education is open until October 16<sup>th</sup>.
- Boundary Alignment Committee engagement session. Hosted at Chinook Gymnasium November 8 and 22 at 5:30pm.
- More information can be found by [clicking here](#).
- Registration is required, [click here to register](#).

14. Processes involved in developing Guidelines and Procedures for Division policies- Edna Asem

- Tabled for a larger discussion at the November agenda.
- Mike will create a package of pre-reading so parents can come prepared to discuss with questions.

15. School Council Learning Sessions – Brainstorming

16. Roundtable Reports

17. Adjournment

9:02p.m.

**Division School Council 2023-2024 Meeting Dates:**

- November 6, 2023
- December 4, 2023
- January 15, 2024
- Town Hall February 6, 2024
- March 4, 2024
- April 8, 2024
- May 6, 2024
- June 10, 2024

**2023-24 Division School Council Representatives**

Chair	Shelley Roest
Vice Chair	Carrie Boschman
Recording Secretary	Skye Curtis
Policy Advisory Committee	TBD
Poverty Intervention Committee	Sarah Ahlgren/Danica Forsyth
Division Wellness Committee	Edna Asem/Skye Curtis
Community Engagement Committee	Shelley Roest