

# **Monday, October 7, 2024**

## **Division School Council – AGM NOTES**

### **Attendees:**

Mike Nightingale (Superintendent)  
Tina Carnegie (Executive Assistant to the Superintendent)  
Genny Steed (Trustee)  
Christine Light (Trustee)  
Allison Purcell (Trustee)

Shelley Roest (LCI) – Past DSC CHAIR  
Carrie Boschman (ICSS/ICES) – Past DSC Vice-Chair  
Skye Curtis (Coalbanks Elementary) – Past Recording Secretary

Danica Forsyth (Mike Mountain Horse Elementary School)  
Cynthia Figueroa (GS Lakie Middle School)  
Sarah Heringer (LCI)  
Tasha Olsen (Senator Buchanan Elementary) (Wilson Middle School)  
Nathaniel Kinisky (Lethbridge Christian)  
Meg Fester (Senator Joyce Fairbairn)  
David Franz (Galbraith)  
Ryan Walker (Ecole Agnes Davidson)  
Gurpreet Singh (Gilbert Paterson)  
Tyler Waldron (Nicholas Sheran Elementary)  
Kristina Gilmore (GS Lakie Middle School)  
Amber Murray (LCI)  
Tish Elford (Chinook High School)  
ONLINE: April Gedalman (Dr Gerald B Probe Elementary)  
Andy Tyslau (Principal at Dr Plaxton Elementary School)  
Aaron Fitchett (Principal at Nicholas Sheran Elementary School) (ATA rep for local 41)

### **1. Land Acknowledgement**

### **2. Welcome and Introductions**

### **3. Call for additions to the agenda. None.**

### **4. Approval of Agenda.** Danica Forsyth.

### **5. Approval of June Minutes.** Tyler Waldron. Danica Forsyth

### **6. Business arising from minutes.**

- May minutes. Tabled until November meeting due to difficulty accessing recording from the May meeting.
- ACTION: If not already submitted, this is a reminder to get the School Council Year-end Reports to Tina Carnegie for the 2023-2024 School year.
- IDEA: Print these forms out now and fill them out for THIS year as you go along.

## **7. Division School Council Guidelines and Board Support – Mike Nightingale.**

- Changes that were made to the guidelines were discussed/highlighted
- Structure of Division School COUNCIL
  - minimum of 1 school rep
  - if more than one rep, each school gets 1 vote
- RECOMMENDED ACTION: If you haven't already done so, at your next school council meeting, have a motion as to who is the DSC rep and who is the alternate rep. Record this in your school council minutes.
- if you represent more than one school, you will a vote for each school you represent
- Addition of "non-voting member" (ATA rep and Admin committee rep)
- 1 Trustee rep but meetings are open for all trustees to attend
- Added: Summary of each role of DSC executive
- Added: Board Support – regarding Alberta School Council Association (ASCA) membership is optional and is to be decided each year

## **8. Elections for Division School Council**

- Chair:
  - Nominations.
  - Nathaniel Kinisky (nominated by Tasha Olsen)
  - Shelley Roest (nominated by Carrie Boschman). Elected by secret ballot.
- VICE-CHAIR:
  - Nominations.
  - Nathaniel Kinisky (nominated by Carrie Boschman) Elected by acclamation
- Secretary:
  - Nominations.
  - Carrie Boschman (nominated by Skye Curtis) Elected by acclamation

**VOLUNTEERS FOR COMMITTEES:** If you are on a committee, please provide a written report and a short verbal report at each DSC meeting following the committee's meetings.

### **a. Policy Advisory Committee** (Wednesdays 12-3pm) 1 parent at each level and an alternate

- Shelley Roest (HIGH SCHOOL), Amber Murray as alternate for HS
- Carrie Boschman (MIDDLE), Tasha Olsen as alternate for MS
- Skye Curtis (ELEMENTARY), Danica Forsyth as alternate for ELEM

**b. Poverty Intervention Committee** – advisory role to the Board of Trustees to advocate for needs of students (WHAM bags etc). 4 meetings/year.

- Kristina Gilmore, Danica Forsyth as alternate

**c. Division Wellness Committee – 1 parent and 1 alternate**

- Ryan Walker, Skye Curtis as alternate

**d. Community Engagement Committee – evening meetings (OCT 30 is first meeting) - one rep but open invitation**

- Gurpreet Singh and Ryan Walker
- Tasha Olsen (would like to attend but need dates)
- Shelley Roest (will attend but not a rep)
- Skye Curtis (will attend but not a rep)

**e. School Calendar Committee – usually in December**

- REQUEST: AGENDA ITEM IN NOVEMBER AT DSC TO EXPLAIN CALENDAR PROCESSES
- BOARD ultimately passes the calendar for the following school year
- Skye Curtis (Middle/HS rep), Tasha Olsen (Elementary rep)
- Danica Forsyth as an alternate

**9. Trustee Report – Genny Steed as DSC Board Trustee Rep**

- Thank you for being here! It is wonderful to see so many representatives at this meeting.
- Happy to talk with each of you and bring feedback to the Board on behalf of DSC and individual community members

- School Council chairs are emailed a copy of the Trustee Report. Please ask your chair for a copy of this. Click [HERE](#) for Board Meetings/Agenda's/Minutes
- Board Meetings: are held on the last Tuesday each month at 2:30 in the board room at the Education Centre and are broadcasted LIVE on YouTube as well. All are welcome.
- WESTSIDE ELEMENTARY BOUNDARIES – discussed how the board sought feedback through numerous engagement opportunities about the boundary changes. The data and report can be viewed on the website.
- ACTION: There is a FEEDBACK LOOP for westside boundary changes currently available until OCTOBER 18. Please let school councils know. Encouraging feedback! Click [HERE](#)
- MOTION PASSED – Requesting information from the Superintendent about Grade Configuration that had occurred several years ago (Shifting grade 6s to middle school and grade 9s to high school).
  - o Is this best for students?
  - o Transportation needs being met?
  - o Capacity needs of schools are changing
- Alberta School Boards Association (ASBA) – Act as a voice for advocacy from school boards to the Government of Alberta (similar to ASCA for school councils)
  - o The Lethbridge School Division Board of Trustees submitted a motion, supported by another school division, for the government to fully fund FULL-TIME kindergarten

- Highlighted the Premier's recent announcement for School Accelerator Program Funding. Government is wanting to invest into new schools and modernizations over the next 3 years.
  - o It was recommended for the board to advocate for the funding to benefit our division.
- QUESTIONS:
  - o PARENT: Do you have a list of areas that you are advocating for?
  - o ANSWER:
    - Will be following the CAPITAL PLAN – an outline of priorities for requests from the government (short and long versions can be accessed on the website) Click [HERE](#)
    - Looking at Modernizations, new builds and other priorities as well
    - Premier said that priority will be given to site ready spaces, but our division does not have this (Phase 1) approved as of yet and it is a long process.

**10. Alberta School Council Association (ASCA)** - seeks to represent parents across Alberta, and has workshops for learning sessions.

- ACTION: Each school council is to decide to become/decline membership within ASCA
  - Discuss at school council and record this decision in your minutes. Email TINA
  - There are other parent advocacy groups in Alberta that do not require membership but are by donation.
- Genny will check to see if the \$100 membership AND \$250 from ASCA conference attending can be used by school councils for a different purpose within school council.
- Genny will also check to see if ASCA members can consolidate their \$250 conference allowance with other school councils to offset costs of representatives attending the ASCA AGM in Edmonton in the Spring.
  - QUESTION by AARON: Does the Board want to approve membership by other advocacy groups?
  - SHELLEY – there is NOT a fee for membership with other advocacy groups

## **11. Superintendents Report – Mike Nightingale**

- 11.1 Alberta School Council Engagement Grant** ([HANDOUT](#)) \$500/school council
- Schools usually dispersed to School Councils (General Ledger). Ask your admin.
  - Typically, the division receives this money and disperses it to school councils
  - If you DON'T have a separate school council bank account, be sure to put on your agenda that you APPROVE your school council funds. This should be on your monthly meeting agenda (starting funds, track funds and closing funds).
- NOTE: This is different than if your school has a society account.

- ACTION: Brainstorm and make plans on how your school council will use this grant money this year! See Handout for DO's and Don'ts

**11.2 Start of School Year** – hard to believe that September has come and gone but a good start!

**11.3. Personal Mobile Device and Social Media Procedures**

- Lots of talk about how this is going with schools. Pros and cons seen.
- Feedback opportunity will be available for parents in November

**11.4 Town Hall Meeting** – February 4, 2025

- ACTION: Ask school councils about POTENTIAL TOWN HALL TOPICS (ideally available by November so they can be discussed at school council). Please bring these to the next DSC meeting or email to Tina Carnegie.

**12. School Council Information Night Opportunity**

- request to have this as a parent learning session (will need to start at 6pm)
- will send an email to all school council chairs
- POSSIBLE TOPICS TO DISCUSS/LEARN ABOUT:
  - Role of school council within the school
  - Role of the School council members: What is expected of the chair? DSC rep? secretary etc.
  - How to set an agenda (what should be on the agenda!)
  - Timing of communication to be sent out and protocol for such communication
  - How to find answers to what is not understood/unknown
- ACTION: Please email Shelley with your questions about school council or items needing to be clarified. You can also come to the session and ask in person! Watch for date and time to be announced.

13. School Council Parent Learning Sessions – Brainstorming. Submitted ideas on sticky notes to Shelley. NOTE: PARENTS ARE ALWAYS WELCOME TO ATTEND THE LEARNING SESSIONS FROM 6:30-7:00pm AND ARE NOT OBLIGATED TO STAY FOR THE DSC MEETING.

ACTION: Submit any ideas or requests via email to Shelley to be added to the list of topics to consider.

**Next meeting is November 4, 2024**

14. Adjournment at 8:25pm

## **SUMMARY OF ACTION ITEMS:**

6. If not already submitted, this is a reminder to get the School Council Year-end Reports in to Tina Carnegie for the 2023-2024 School year. **INSERT LINK TO FORMS HERE**  
EMAIL: [tina.carnegie@lethsd.ab.ca](mailto:tina.carnegie@lethsd.ab.ca)

7. RECOMMENDED ACTION: If you haven't already done so, at your next school council meeting, have a motion as to who is the DSC rep and who is the alternate rep. Record this in your school council minutes.

9. There is a FEEDBACK LOOP for westside boundary changes currently available until OCTOBER 18, 2024. Please let your school council know. The Board of Trustees are encouraging feedback! **INSERT LINK FOR FEEDBACK LOOP HERE**

10. Each school council is to decide to become/decline membership within ASCA (Alberta School Council Association)

- Discuss at school council, vote and record this decision in your minutes. Email Tina your school council's decision.
- NOTE: There are other parent advocacy groups in Alberta that do not require membership but are by donation.

11.1 Brainstorm and make plans on how your school council will use the ASCE (Alberta School Council Engagement Grant) money this year! See Handout for what is permitted and not. **LINK HANDOUT HERE**

11.4. Ask school councils about POTENTIAL Town Hall Topics (ideally available by November so they can be discussed at school council in December and February). Please bring these to the next DSC meeting or email to Tina Carnegie @ [tina.carnegie@lethsd.ab.ca](mailto:tina.carnegie@lethsd.ab.ca)

12. School Council Learning Session / Information night - Please email Shelley Roest (DSC Chair) ([stella.r@shaw.ca](mailto:stella.r@shaw.ca)) with your questions about school council or items needing to be clarified. You can also come to the session and ask in person! Watch for date and time to be announced.

13. Parent Learning Session Brainstorming - Submit any ideas or requests via email to Shelley to be added to the list of topics to consider. These sessions are for 30 minutes before each Division School Council meeting.