



## Galbraith School Council Minutes

June 14, 2022– 6:30 pm

Co-Chair of Council – M.D.

Co-Chair of Council – Ki.Ki.

In person – Art Room (1<sup>st</sup> floor room 3)

Online: Teams

Attendees: Ki.Ki., N.C., N.G., K.H., T.V., C.Ly., M.D.

### Land Acknowledgement

- We acknowledge that we live, work and play on the traditional territories of the Blackfoot Confederacy and give recognition to the Blackfoot people past and present.

#### 1. Adoption of Agenda - accepted as Presented with additions:

- Addition of 8.2 Parent Class Reps.
  - o Approved by: Ki.Ki
  - o Seconded by: C.Ly.

#### 2. Adoption of the Minutes of May 2022 School Council Meeting – accepted as presented

- o Approved by; Ki.Ki.
- o Seconded by: C.Ly.

#### 3. Business arising from the Minutes

- None

#### 4. School Trustee's Report – Provided by C.Li.

- Highlights from the Regular Meeting of the Board of Trustees – click on the [LINK](#)
- There is a new policy in the work for Anti-Racism and Anti-Oppression that has gone through the first reading

#### 5. Division School Council Report – presented by M.D.

- Most of the Division Meeting was spent talking about what other schools have done with their \$500 grant, such as:
  - o Parent presentation on numeracy
  - o Book clubs
  - o Parent Resource Library
  - o Presentations from psychologists
  - o Presentations for Mental Health
  - o Translators for Parent Engagement nights
  - o ASCA Workshop School Council

- The Poverty Intervention committee will need some new members, if you were interested in joining you can go to the Division Meeting next October.
- There was an update to the Staffing Process from HR:
  - o From a Teachers perspective, towards the end of April, budgets were released to schools, and they create their allocations once the budget is done.
  - o They offer contracts, probationary contracts and continuing contracts.
  - o Once that was done, they did the round 1 hiring, which started on May 9<sup>th</sup>.
  - o The Division advertised for approximately 18 Open probational positions in that first round.
  - o Round 2 was for the temporary positions, approximately 12 positions.
  - o They are now advertising for positions that are available due to movement of Teachers between schools.
  - o For Support Staff the Inclusive Education and HR department go over every schools needs. They provide the allocation, and they are into their round one hiring. Interviewing Support Staff all week.
  - o In May there was 1567 applications, it could be 1 person applying for multiple jobs, but all separate applications. In the first week of June, they are at 273 applications, each application gets reviewed, short lists are created, then go through the interview process. There is a lot of work this time of year.
  - o The highest number of applications for one position was 111 applications.

## 6. Staff Members' Reports:

### 6.1 Staff Report – presented by K.H.

- Teachers are busy wrapping up the school year
- Teachers are doing their Assessments for Report Cards that are due on Friday
- Teachers are doing their best with Keeping the kids engaged, keeping to routines with the excitement/worry with the school year ending.
- Evergreening in happening, which means that old computers are replaced with new computers. Some kids have been wrapping old computers and unwrapping new computers for next year.
- Learning commons is closed for book exchanges and maker space. Inventory is going on in the learning commons
- Next couple weeks there are a bunch of field trips coming up:
  - o Report a Poacher Animal Trailer was postponed until later in the week – The Alberta hunter education program to promote taking care of the environment and animals, they have animal pelts and taxidermy for kids to feel and get a close look at. There will be a presenter. All classes will get to see that presentation.
  - o Swimming is coming up
- June 27<sup>th</sup> is the Council BB and Kona Ice truck, thank-you from the Teachers
  - o That morning will be Sports morning and they will be doing some indigenous games
- June 28 is the Grade 5 Farewell
- They are wrapping up the fire drills and how to be safe
- Some teachers have started looking into their timetables for next year and doing some planning.

### 6.2 Vice Principal's Report – presented by N.G.

- N.G is going to be the acting Vice Principal until the end of the year
- In the office, they are taking a look for next year, class lists and timetables
- Starting to envision what the first normal school year will look like, such as assemblies

### 6.3 Principal's Report – presented by N.C.

- Galbraith Family Night
  - o They had the family night, it was super successful
  - o The feeling in the building was warm and lovely, everyone was in a great mood.
  - o Thank-you Mr. Keenan for playing music
  - o Had a lot of Staff present it was a lot of fun.
  - o Can't wait to get back to having Family Fun Nights and Meet the Teacher nights next year. It's always nice to have a community and family engagement in the school. There is a need to create those opportunities
- **Staffing update:**
  - o Galbraith has hired some new Staff for the new school year
  - o There will be Mr. Tony Dunlop who will teach Grade 5
  - o Tracy Sherwood, who is at the school doing the Boost Literacy and Numeracy will now teach Grade 5
  - o Mr. Graff is going to teach Grade 4
  - o They are hiring a couple of Education Assistants to support the school as well which is in process.

### New Business

#### 6.4 Open School Council Positions for 2022-2023

##### **Co-Chairperson School Council**

- Be one of the Spokesperson of School Council
- Chair meetings, when required
- Act as liaison between school, family, and community
- Review operating procedures, as required
- Coordinate with the Principal to establish meeting agendas
- Attend Division School Council Meetings once a month and report back to Galbraith School Council

First Call for Nominations or Volunteers for Co-Chairperson – No response

Second Call for Nominations or Volunteers for Co-Chairperson – No response

- o Co-Chairperson for School Council is tabled until September 2022

##### **Secretary**

- The school council secretary typically acts as a recorder at each meeting and ensures that the minutes are prepared accurately to reflect the directions agreed to at the meeting.

First Call for Nominations or Volunteers for Secretary – No response

Second Call for Nominations or Volunteers for Secretary - No response

- o Secretary for School Council is tabled until September 2022

## 8. Other items

### 8.1 Provincial Grant for School Council Engagement (\$500)

- M.D. suggested that as we are running out of time that we should spend the \$500 on a Parent Resource Library. The books could be made available, and parents could sign them out as needed.
- If the \$500 grant is not spent, it goes back to the Government of Alberta
- There could be some educational topics, N.G. is going to reach out to the Teachers to see if they have any ideas.
- All book titles and suggestions could be sent to Nicole Court by end of day Thursday so that they can order and pay for the books as soon as possible.

**MOTION:** Ki.Ki. makes a motion to spend up to \$500 of the Provincial Grant on books for a Parent Resource Library.

**Seconded by:** M.D.

All in favor, no objections

Motion passed.

### 8.2 Parent Class Reps

- Ki.Ki. suggestions is to add Parent Class Reps again to try to get parents involved. We could try to get them back into the classroom, helping out and being the go-to for that classroom or going on a field trip. Some parents may not know that they can be more involved with the school and this could be a gentle way to get them involved. Not sure if you want per grade or one per classroom. Also, for most parents, evenings are a harder to commit to due to kids' activities.

**N.C Comment:** Some Teachers have stated that they would like to have Parent Class Reps back in the classrooms and they have been talking about it. With after Covid it was tricky to get parents back in. It could be a lesser commitment.

**K.H Comment:** When they had Class Reps, Parents knew who to go to and Teachers knew who to go to, to help organize a party, or help with field trips. We did try to get one parent per classroom as that gets more Parents involved.

**C.Ly Comment:** A family member works for a school that has Parent Class Reps and the Teachers love their Class Reps. C.Ly. will reach out to that family member to see how they organize it at their school.

**N.C. Comment:** The School will have to look into how Parent Class Reps will work for Galbraith. They will have to make sure to define the role to ensure that Parents are not being asked to do more than what they should be and there are clear expectations. There are also concerns around confidentiality in regards communications, emails, etc... The Teachers and Admin are interested in Parent Class Reps and can come up with some plans in September.

**N.G. Comment:** They used to recruit Parent Class Reps at the Meet the Teachers night. Teachers can talk to parents and discuss the role, potentially have them sign up if they are interested for someone to reach out to them with more information.

## 9. School Council Adjournment @ 7:13pm

**Next meeting: Sept. 13, 2022 @ 6:30pm**



## Galbraith Parent Advisory Council Society Minutes

June 14, 2022– 6:30 pm

Chair of Council – Ki.Ki.

Vice Chair of Council – M.D

In person – Art Room (1<sup>st</sup> floor room 3)

Online: Teams

**Attendees:** G.D., D.L., T.K., Ki.Ki., N.C., N.G., K.H., T.V., C.Ly., M.D.

Has Quorum\* been met: Yes

**1. Adoption of Agenda** – accepted as Presented with additions:

- 5.2 Fundraising next year
- 5.3 Evergreening with the Tech
- 5.4 Casino Funds
  - o Approved by: M.D.
  - o Seconded by: C.Ly.

**2. Adoption of the Minutes of May 2022 Galbraith Parent Advisory Council Society Meeting** – accepted as presented

- o Approved by: N.C.
- o Seconded by: N.G

**3. Treasurer's Report** – Presented by C.Ly.

- The opening balance for the Chequing account is \$3,506.
- There was a check paid to Subway's in the amount of \$1,008.
- The School reimbursed Society in the amount of \$1,134.48 for the Subway Hot Lunch.
- Long and McQuade check for recorders was in the amount of \$1,180.46
- The Closing balance for the Chequing account is \$2,452.97
- For the Casino Account the opening balance was \$0
- For the Casino Fundraiser in January, we had \$30,511.86 deposited from the AGLC
- Cheques Pending are:
- The March Madness Books, Society contributed to \$500 to purchase the books, which were:
  - o The Book With No Pics \$407.83
  - o Baa Baa Smart Sheep \$306.00
  - o Click Clack Moo Cows That Type \$1,66.0
  - o Galbraith School paid the remainder amount of \$416.45

**N.G. & N.C. Comment:** The kids are so happy about the March Madness books, they carry them around and they get to read them themselves.

- For the Year End Westminster Pool Party:
  - o Donation from AWC Communications in the amount of \$300
  - o Society contributed \$300
  - o The actual cost of the Westminster pool was \$750, so the Galbraith Fundraising fund contributed \$150.
- There is a receipt for the Family Fun for Costco in the amount of \$230.38
- And was there an amount for a Gift Basket?
 

**M.D. Comment:** The Family Fun Night snacks will come out of the annual budget from the Division for Parent Engagement. Galbraith already has this money, and this will be reported on the year end financial forms for School Council and not Society. M.D. will do the financial reporting for School Council. Also, there is no request for reimbursement for the candy bouquet.

#### 4. Business arising from the minutes

- None

#### 5. New Business

##### 5.1 Open Society Position for 2022-2023

##### Society Vice-Chairperson

- Work with Society Chairperson and the team to create and support fundraising initiatives.
- Assist the Treasurer in keeping track of funds.
- Sign cheques on behalf of Society
- Ensure procedures/Bylaws are current and followed

First Call for Nominations or Volunteers for Vice-Chairperson – No Response

Second Call for Nominations or Volunteers for Vice-Chairperson – No Response

- o Society Vice-Chairperson is tabled until September 2022

##### 5.2 Fundraising next year

- **Ki.Ki. Comment:** Wanted to talk about another approach to Fundraising. Another school does their own fundraising, not through Society which takes the burden off the Parents. When the money comes in is split between each grade. Galbraith could move to the same process as there are not a lot of parents currently involved.

**T.V. Comment:** They would love to take on the fundraising, they used to do it before and council took it over in the past as there were a lot of parents involved who could take that on.

**N.C. Comments:** This has been brought up and with the nature of the finance piece of fundraising as it has to be online it would make sense. This is how Fundraising was done this year and it was seamless and there is an opportunity for Staff to be on a Fundraising committee.

**M.D. Comment:** This is a great idea to have the fundraising done by the school. But to play devils advocate, the reason to have a Society in a school is purely for opportunities for other types of fundraising that the School cannot do, such as Casino's and 50/50 draws. The Society is a business that is responsible for reporting back to the Alberta Government, which is based on the Societies Act. There may have to come a time to consider whether or not having a Society is worth keeping around because if you only keep the Society for the Casino (once every 3 years) and the occasional 50/50 draw, you may start to come into a situation where people don't know what the proper procedures are for the Society and how to do it properly. If you don't follow your bylaws, you don't have quorum and you get audited you can be legally liable for any wrongdoing that occurs within the Society.

**N.C Question:** What if there was a planned thing every year, such as bingos or 50/50's, would that meet the standards?

**T.V. Comment:** Hot lunches would also be included with Society

**M.D. Comment:** That would all work, but it's just something to keep in mind that quorum has to be met, bylaws have to be followed to remain compliant.

### 5.3 Evergreening with the Tech

**Ki.Ki. Question:** Is the Evergreening of Technology only for Computers?

**N.C. Answer:** that is correct. That is only for computers. It doesn't cover iPads. It covers the Computer Lab desktop computers and the Teacher's computers in the classroom. If they wanted an extra laptop that is a school purchase.

### 5.4 Casino funds

- It was previously talked about that the Casino Funds would be available for the iPads
- The iPads cost approximately \$25,000.
- The iPad have already been purchased and currently being used. They have to return the old ones.
- They have to return the old ones, so they had to purchase them.
- Society will make a motion to use the \$25,000 of the Casino money to spend toward the iPads
- The remainder of the Casino Funds will be tabled for use in the next school year.

**MOTION:** Ki.Ki. makes a motion to spend up to \$25,000 for the cost of the iPads using the Casino funds

**Seconded by:** C.Ly.

All in favor, no objections

Motion passed.

## 6. Other items

### 6.1 Plan for BBQ on Sports Day

- C & M Roofing donated \$3,000 for Year End BBQ, to pay for the Hot Dogs and Hamburgers from M&M Meats, the Kona Ice and the drink boxes.
- Chips have been donated by
- They do have a banner to put out that day and they are going to wear some company shirts when they come to volunteer.
- Galbraith would like to show their appreciation to C&M Roofing. N.C. will come up with something to show Galbraith's gratitude.
- [C & M Roofing Inc.](#) and [AWC Communications](#) will be nominated for the Divisions 'Friends of 51' as a 'Friend of Galbraith'. The Board of Trustees 'Friends of 51' is a program intended to provide recognition to individuals or groups who provide a contribution to the Division and its schools.

**Suggestion:** if C&M Roofing has a banner, Galbraith can display banners in the gym as well as friends of Galbraith.

**Thank-you C&M Roofing Inc.!!!!**

**N.C. Comment:** This year, most of the money that has been raised was spend on the kids this year!!

## 7. School Council Society Adjournment @ 7:43pm

**Next meeting: Sept. 13, 2022 @ 6:30pm**





# Highlights from the Regular Meeting of the Board of Trustees

## Meeting highlights from May 24 - Next meeting June 27

### 1. Associate Superintendent Reports

Christine Lee, Associate Superintendent, Business and Operations and Mike Nightingale, Associate Superintendent, Human Resources, delivered their respective reports for the Board. To read the reports, see Page 10 of the [AGENDA](#).

### 2. Board Priorities Report

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

### 3. 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.

- Southland Trailer Corp. donated a brand-new flat deck trailer to LCI.
- Community Foundation, Lethbridge & Southern Alberta donated \$8,000 to Galbraith Elementary School to build an engaging outdoor learning space connected to Indigenous Ways of Knowing.

The Board received the report as information.

### 4. 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:

#### **Southern Alberta Technology Council 2022 Lethbridge Regional Science Fair award winners:**

1. Excellence Award - Grade 1: Isabelle Laing, Fleetwood Bawden Elementary School
2. Excellence Award - Grade 2: Anish Chowdhury, Park Meadows Elementary School
3. Excellence Award - Grade 3: Lauren Spencer, Ecole Agnes Davidson Elementary School. The project was also awarded for Best French Project.
4. Excellence Award - Grade 4 - Silver: Naba Kazi, Ecole Agnes Davidson Elementary School. The project was also awarded for Best Junior (Grades K-4) Logbook.

5. Excellence Award - Grade 4 - Gold: Abhigyan Nagaruru, Robert Plaxton Elementary School. The project was also awarded for Best Elementary (Grades K-4) Project.

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#### **4. Acknowledgements of Excellence/School Showcase**

##### **Southern Alberta Technology Council 2022 Lethbridge Regional Science Fair award winners:**

6. Excellence Award - Grade 5 - Gold: Tegan Spencer, Ecole Agnes Davidson Elementary School. The project was also awarded for Best Intermediate (Grades 5-6) Logbook.

7. Excellence Award - Grade 6 - Bronze: Konstantina Zovoili, GS Lakie Middle School  
8. Excellence Award - Grade 8 - Gold: Nycea Hazelwood, Gilbert Paterson Middle School.

Together with two other students from Southern Alberta, the student received the Science

Fair Grand Prize and is nominated to attend the virtual Canada-Wide Science Fair (CWSF) in May 2022.

9. Excellence Award - Grade 10 - Gold: Akshara Nagaruru, Winston Churchill High School

10. Ruby Larson Award: Ayaan Khan & Aariz Khan, Nicholas Sheran School

11. Alexander Bell Communication Award: Sorin Labrash, Nicholas Sheran School

12. Best Experimental Design Award: Aviansh Chowdhury, Wilson Middle School  
13. Most Astronomical Project Award: Satvik Gunuganti, Gilbert Paterson Middle School  
14. Nature/Nurture Award: Arven Narra, Gilbert Paterson Middle School.

Mya Duncan, Victoria Park student, won first place in the southern Alberta division of the Calgary Stampede for her artwork submission.

#### **Dr. Gerald Probe Elementary School Showcase:**

Dr. Probe School has embraced the ever-changing dynamic of the school year. It has been a rewarding 8 months thus far and we are looking to end the year strong. Many events have defined the amazing level of character in our community and have been defining of our 4Cs at Dr. Probe: Care, Creativity, Cooperation and Courage. To highlight a few, our Parent Council has continued to help support so many enriching and exciting opportunities for our students.

This year marked the culmination of many years of fundraising for our playground and this Summer we will see the installation of four accessible play structures for our students as well as a rubber substrate to further provide access for all students and members of the community. Through the constraints presented by COVID, we were still able to enjoy many opportunities using a little Creativity.

Steve Harmer came to our school and put on cohorted Magic Shows for students in K-5. We had a virtual Remembrance Day Assembly that paid homage to our Veterans. December welcomed a Winter Carnival, that included sleigh rides, visits with Santa Claus, crafts and hot chocolate.

Students supported our community through Heap the Jeep and Angel Tree. And most recently, our Grade 5 students have demonstrated their leadership through acts of service in conjunction with MyCityCare and the Immanuel Lutheran Church. These acts have positioned our Grade 5 students as leaders and have laid the foundation for what will be a lasting legacy for the school. As we have entered Spring, we have done so with mindfulness and a focus on student wellbeing.

Our first formal assembly, led by our grade 2 students, focused on the important message shared about Green Shirt Day and included a whimsical newscast and a performance of the "Circle of Life" song. Many clubs and after school activities

have started up again, perhaps most notably, our Run Club which has well over 100 students participating (often with their family members).

Our most recent fundraiser in April, the Probe Danceathon, sought to raise money for student field trips to end the year on a high note. Over \$16,000 was raised, and classes have already taken advantage of the opportunities provided by these funds. A final note of celebration has been our school's focus on Thinking Classrooms.

This has been a goal for the entire year as staff have worked hard to incorporate strategies and structures outlined in "Building Thinking Classrooms" by Peter Liljedahl. A newsletter went out to our families last month highlighting the work we have been doing this year in creating a thinking culture at Dr. Probe and continually supporting our students to be active and engaged in their learning.

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#### **4. Acknowledgements of Excellence/School Showcase**

##### **Galbraith Elementary School Showcase:**

Galbraith is so happy to highlight some of the wonderful things that are happening in our school community. We recently wrapped up a very special school-wide project, March Madness. For six weeks the whole school was reading and voting on picture books. Each member of the teaching staff picked a book, sets were created and sent out to groups of teachers. Each class received one set of four books per week for a total of 24 books. Students and staff were all very excited to see which books they would get each week and had so much fun reading them and voting for their favourites.

Every week, the votes were tallied and recorded on the bulletin boards outside the gym, and students could not wait to see how their favourites stacked up. Now that our tournament has finished up, we have discovered our top three books.

To continue our promotion and love of reading, and to branch out beyond our tournament, the school and School Council worked together and purchased each of the top three finalists for each classroom.

Galbraith has been lucky enough to be the recipient of two grants in support of our Outdoor Classroom project. The World Wildlife Fund provided us with a \$1000 grant, and the Lethbridge Community Foundation has awarded us with an \$8000, all to encourage our students and staff to engage in more experiential, land-based learning. Our goal is for students to have opportunities to engage with nature, while incorporating Indigenous Ways of Knowing into our learning experiences.

We are in the planning stage of this project and cannot wait to see it completed.

In May, Galbraith began an exciting process of envisioning what a possible modernization of our school building could be.

School administrators and teachers, Education Centre staff, parents, School Board trustees, and consultants participated in a two-day workshop which engaged the group in developing criteria, brainstorming, and evaluation possible options for a school modernization.

This was an exciting and eye-opening process for all involved, offering opportunities for the group members to advocate for a learning space that would support student learning, innovation, and community engagement. We are very excited to continue along this journey.

##### **Lethbridge Collegiate Institute Showcase:**

- LCI won six provincial championships – wrestling three individual gold and two team provincial titles• Mixed curling provincial champions
- Hosted curling provincials and co-hosted basketball provincial basketball championships
- LCI Dance Show – in-person at the Yates
- Provincial One Act Festival in Red Deer seven awards
- Upcoming Grade 12 Showcases in Dance
- “Sounds of Spring” Choir Concert – Tribute to Ukraine
- LCI Bands heading to Provincial Band Festival in Red Deer (May 20-22)
- LCI’s Multi-Cultural Club is up and running
- Hosted parent-teacher interviews in person (awesome)
- Our parents supporting graduation with a parent committee and organizing a dry grad event
- Our school council is advocating to help us to fundraise for a new score clock in the large gym• LCI continues to grow with new programs coming online Welding and Yoga o Population 2019-2020 - 860 o Population 2020-2021 - 960 o Population 2021-2022 - 1140 o Population 2022-2023 - 1250
- Graduation (In-person) Tuesday, June 28 at the Enmax Centre.

The Board received the report as information.

## 5. E-Learning Update

An update regarding Division E-Learning was provided by Supt. Cheryl Gilmore. The Board received the report as information.

## 6. Curriculum Update

An update regarding implementation of the K-3 ELAL and Mathematics curriculum, and the K-6 Physical Education and Wellness curriculum in the 2022-2023 school year, was provided by Cheryl Gilmore. The Board received the report as information.

## 7. School Graduations

High School graduation ceremonies will be held in person for the first time in two years.

Liaison trustees will be provided with the graduation plans of the high schools. Graduation is a tradition that honours graduates and provides opportunity for celebratory closure to a milestone in the lives of these young men and women. The Board received the report as information.

## 8. School Liaisons for 2022-2023

The list of school liaisons for trustees and executive council were reviewed for the following school year. Discussion on the topic begins at the 4:31:05 mark of the livestream: [LIAISONS](#).

## 9. Think Outside

Indigenous Education Teachers Jenna Jewison and Shawnee Big Bull, along with Jessica Deacon-Rogers from Helen Schuler Coulee Centre provided a presentation on the Think Outside program. The Board received the report as information. The presentation begins 46:25 in to the meeting: [THINK OUTSIDE](#).

## 10. Edwin Parr Video

The Alberta School Boards Association Edwin Parr banquet was hosted on May 18, 2022. The Division Edwin Parr nominee Ashley Zrim was in attendance for the banquet. The video presented for Zrim was shared at the banquet. The video can also be found here: [EDWIN PARR](#). The Board received the report as information.

## 11. International Trip Approval

Kenny Fuglerud from Chinook High School requested approval to take Grade 10-12 students on an International Trip to Northern France, Western Belgium, and London during Easter Break in April of 2023. Information regarding the educational benefits of the trip and the proposed itinerary were attached. The estimated cost per student is \$4,300 in Canadian Funds. Fundraising opportunities will be available to all students to offset the cost of the trip.

The Chinook High School Trip to Northern France, Western Belgium and London during Easter Break in April of 2023 was approved by the Board, on the condition that all Division policies and procedures are strictly followed.

## 12. Policy Review

Division policies are reviewed on a continuous basis to ensure they reflect the position of the Board. Co-ordinator of Learning and International Education, Trish Syme, attended the meeting, provided an overview of each policy and shared any feedback that has been received and responded to questions. The following policies were discussed:

Policy 502.1 Student Code of Conduct, Appendix A - Annual review

Policy 103.1 Anti-Racism and Anti-Oppression - First Reading via the following motion: To approve Policy 103.1 Anti-Racism and Anti-Oppression, first reading with the plan that definitions would be inserted in the policy within the week and sent out to stakeholders to provide feedback and for this to come back to the June Board meeting.

Tracy Wong (WCHS principal) and Cayley King (Victoria Park principal) spoke to the policy from the Anti-Racism,

Anti-Oppression Committee. Discussion on Policy 103.1 begins 1:19:55 into the livestream: [POLICY 103.1](#)

Policy 602.5 Knowledge and Employability Courses - Amended

Policy 604.3 Locally Developed Courses - Amended

Policy 606.1 Alternative Programs - Amended

Policy 606.3 Outreach Programs - Amended

## 13. Authorization of Locally Developed Courses – Middle School

Alberta Education requires that all locally developed grade 7 to 9 courses be authorized for use by the Board of Trustees. As the middle schools and high schools have expanded their educational opportunities for students, it has become necessary to create several locally developed courses to adhere to Alberta Education policy.

Karen Rancier, Director of Curriculum and Instruction, has worked closely with the secondary schools to develop course outlines and student learning outcomes for each course. Although the courses are categorized by school, it is recommended the courses be approved for use in all Division schools.

A full description of all courses can be found at the following link: [2022 MS LDC Course Outlines](#)

Gilbert Paterson Middle School

Archery 7, 8

Babysitting 6

Design 8

Leadership 6, 7, 8

Photo Scrapbooking 6, 7

Wellness – The Power of You 8

Yoga 6, 7, 8

### G.S. Lakie Middle School

Boardgames 7

Digital Media: Print Design (Yearbook) 6, 7, 8

Escape Rooms & Cryptography 6, 7, 8

Hand Crafts 8

### Lethbridge Collegiate Institute

Outdoor Education 9

Spanish & Culture 9

Dance 9

### Winston Churchill High School

Ancient History 9

Art History 9

Creative Writing 9

Critical and Creative Thinking 9

History on Film 9

Musical Theatre 9

Percussion 9

### Wilson Middle School

3D Printing & Design 6, 7, 8

Ancient History 6, 7, 8

Baseball 6, 7, 8

Digital Citizenship 6, 7, 8

Entrepreneurship In Me 6, 7, 8

Exploratory Broadcasting 6, 7, 8

Gardening 6, 7, 8

Harry Potter 6, 7, 8

Mindfulness 6, 7, 8

Science Experiments 6, 7, 8

Soccer 6, 7, 8

The Board of Trustees approved the use of the above locally developed Grade 6 to Grade 9 courses in all Division middle and high schools from September 1, 2022 to August 31, 2026.

#### 14. Authorization of Locally Developed Courses

Alberta Education requires that all locally developed senior high courses be authorized for use by the Board of Trustees, including the renewal of past acquired courses set to expire on August 31st, 2022. Division high schools have requested the renewal of all current expiring courses. Considering this, we ask the Board of Trustees to authorize the continued use of the following locally developed courses in all Division high schools to enhance program offerings to students:

Requested Authorization until August 31, 2025: LDC

3138 Chemistry (Advanced) (2021) 35 for 3 credits

Requested Authorization until August 31, 2026:

LDC 1515 Competencies in Math 15 for 5 credits

LDC 3458 Leadership in the Arts (2022) 35 for 3 and 5 credits

LDC 1599 Learning Strategies 15 for 3 and 5 credits

LDC 2599 Learning Strategies 25 for 3 and 5 credits

LDC 3599 Learning Strategies 35 for 3 and 5 credits

LDC 3155 Psychology – Abnormal 35 for 3 credits

LDC 1987 Technical Theatre 15 for 3 and 5 credits

LDC 2987 Technical Theatre 25 for 3 and 5 credits

LDC 3987 Technical Theatre 35 for 3 and 5 credits

The Board of Trustees approved the continued use of LDC3138 Chemistry (Advanced) 35 for 3 credits until August 31, 2025, to provide continuance of program offerings to students.

The Board of Trustees approved the continued use of LDC1515 Competencies in Math 15 for 5 credits until August 31, 2026, to provide continuance of program offerings to students.

The Board of Trustees approved the continued use of LDC3458 Leadership in the Arts (2022) 35 for 3 and 5 credits until August 31, 2026, to provide continuance of program offerings to students.

The Board of Trustees approved the continued use of Learning Strategies 15, 25, and 35 (LDC1599, LDC2599, LDC3599) for 3 and 5 credits until August 31, 2026, to provide continuance of program offerings to students. The Board of Trustees approved the continued use of LDC3155 Psychology – Abnormal 35 for 3 credits until August 31, 2026, to provide continuance of program offerings to students.

The Board of Trustees approved the continued use of Technical Theatre 15, 25, and 35 (LDC1987, LDC2987, LDC3987) for 3 and 5 credits until August 31, 2026, to provide continuance of program offerings to students.

## 15. Assurance Plan Approval

The provincial Assurance Framework requires school jurisdictions to develop and submit a Three-Year Assurance Plan by May 30 annually. This is the second year of the Assurance Plan model for Lethbridge School Division. The Assurance Plan will be shared with the Board of Trustees and made available on the Division website.

The Board approved the Assurance Plan, as presented.

The Assurance Plan presentation can be found 3:14:30 into the livestream: [ASSURANCE PLAN](#).

The plan can also be found on the Division website here: [ASSURANCE PLAN](#).

## 16. Policy 204.6 Organizational Meetings

Trustee Craig Whitehead asked to make an amendment to Policy 204.6 Organizational meetings. He stated as school starts either at the end of August or the first part of September, the Board should be organized with the executive elected, committees chosen, and schools allocated at the start of the year at the same time as school starts. He added a number of boards have their organizational meeting at the beginning of the school year. He said he felt that would help the board to become more effective in its governance role.

The board passed the following motion, put forward by Whitehead, with a friendly amendment from Trustee Genny Steed:

That the Board hold an Organizational meeting in the first two weeks of September, except in the year of an election.

## 17. Policy 204.2 Regular Board Meetings

Trustee Craig Whitehead asked to make an amendment to Policy 204.2 - Regular Board Meetings.

He added this would allow the board to have an organizational meeting as well as a regular meeting at the start of the school year. By doing this, he added that would help the board to become more effective in its governance role.

The Board defeated the following motion, put forward by Whitehead:

To have a regular Board meeting after our Organizational meeting in the first two weeks of September.

## 18. Ad Hoc Committee re: policies

Trustee Craig Whitehead provided the following rationale for his motion:

1. 90% of the boards in this province have separated their policies from their procedures.
2. We have over 160 policies. This is inefficient governance.
3. According to Campbell and Fullan as well as Terry Gunderson we need to create separate policies and procedures.
4. In the division we have policies that should be procedures and those items should be left for the administration to deal with.
5. We need to create policies that define and explain our governance role and as such then procedures can be developed that fit in with our policies.
6. To help us accomplish this we need an outside consultant to help us eliminate, combine, refine and develop new policies that will help us in better defining and improving our governance role.

The board passed the following motion, put forward by Whitehead:

To create an ad hoc committee consisting of the Board Chair as ex officio, policy chair, Superintendent or delegate and one additional Trustee for the purpose of bringing information back to the Board for the purpose of hiring of an outside consultant.



## 19. Community Conversations

Trustees host monthly Community Conversations at various venues across the city. The May event was held virtually through Microsoft Teams on Thursday, May 19, 2022 (4-5:30 pm).

The June event details were shared at the meeting. Next month's Community Conversations will be held on Monday, June 13. More information can be found here: [COMMUNITY CONVERSATIONS](#).

The Board received the report as information.

## 20. Board Funding Support to School Councils

Board Chair Allison Purcell provided background on the agenda item. She explained the Board provides support to School Council in a few ways. It pays the Alberta School Council Association (ASCA) annual membership fee for all schools. The Board also pays for the registration costs for one member of each School Council to attend the ASCA Spring AGM. School Councils also receive \$250 annually from the Board to support parent engagement strategies. The membership renewal (\$100/school) for ASCA is due on June 30.

## 21. Canadian School Boards Association (CSBA) Congress – July 6-8, 2022

The National Trustee Gathering on Indigenous Education & CSBA Congress will be held July 6-8, 2022, hosted by Saskatchewan School Board Association at the Sheraton Cavalier Saskatoon Hotel.

The Board received the report as information.

## 22. Post-COVID Community Building

Trustee Genny Steed mentioned the board is receiving feedback from parents of elementary level students regarding school level communication processes as well as access to students and classrooms.

The board passed the following motion, put forward by Steed:

That the Board engage with the Division in discussion regarding elementary school access and communication. That the Board receive clarification of what is school level policy and what is Division direction, policy, or procedure, with regards to parent presence in schools. That the portion of the communication plan specific to parent communication be reviewed and discussed with the Board.

## 23. Board Reports

Reports were delivered for the Joint City of Lethbridge and School Boards, Division School Council, Policy Advisory, Community Engagement Committee and the Poverty Intervention committee. The reports begin on Page 83 of the [AGENDA](#).

## 24. Correspondence Sent

Lethbridge School Division sent a letter to the Civic Works Standing Policy Committee of the City of Lethbridge regarding public transit system services.

## 25. Correspondence Received

Lethbridge School Division received a letter from Alberta Education regarding the Division's concerns with recent fuel price increases, and the impact on school divisions.

## 26. Correspondence Received

Lethbridge School Division received a letter from Alberta Education regarding requirements for assessment and reporting for learning loss funding, as well as the implementation of the new Kindergarten to Grade 6 curriculum.

Regular meeting video: [LIVESTREAM](#)



Lethbridge  
SCHOOL DIVISION

# Highlights from the Regular Meeting of the Board of Trustees

# Meeting highlights from May 24 - Next meeting June 27



## Highlights from the Budget Meeting of the Board of Trustees

### Meeting highlights from May 25

#### 1. Review of Feedback from Public Budget Presentation

Director of Finance, Avice DeKolver, provided a summary based on the feedback received from the public budget presentation.

#### 2. Opening Comments

Each Trustee was permitted five minutes to make general comments on the budget or identify particular issues that they wish to highlight. Trustee comments begin at the 2:32 mark of the livestream: [TRUSTEE COMMENTS](#)

#### 3. Review of Belief Statements

Board Belief Statements were reviewed.

#### 4. Revenues and Allocations

Debate on revenues and allocations, included projected operating revenues, fees, inter-fund transfers, etc. The use of one-time operating reserves is subject to Ministerial Approval for the 2022-2023 school year. The budget may need to be subsequently adjusted if the use of reserves, as outlined in the 2022-2023 budget does not receive Ministerial Approval.

Discussion included information on fees and overall revenues and allocations.

Fees:

Fee information was attached, which included fee overview, the summary of significant changes, and the 2022-2023 detailed proposed school fee listing.

The Board approved the 2022-2023 School Fee Schedule as presented.

Overall Revenues and Allocations:

The Board approved the revenues and use of one-time reserves for the 2022-2023 budget, as per pages 30-32, as presented.

## **5. Expenditures and Transfers**

Overall expenditures and transfers for the Division were outlined, as debate was held in five sections.

Instruction:

The Board approved the Instruction expenditures and transfers, as per pages 35-37 of the 2022-2023 budget, as presented. Administration:

The Board approved the Administration expenditures and transfers, as per pages 38-40 of the 2022-2023 budget, as presented.”

Plant Operations and Maintenance:

The Board approved the Plant Operations and Maintenance expenditures and transfers, as per pages 41-43 of the 2022-2023 budget, as presented.

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## **5. Expenditures and Transfers**

Transportation:

The Board approved the Transportation expenditures and transfers, as per pages 44-45 of the 2022-2023 budget, as presented.

Capital and Debt Services:

The Board approve the Capital and Debt Services expenditures and transfers, as per pages 46-47 of the 20222023 budget, as presented.

## **6. Budget Approval**

After consideration of the budget assumptions used in developing the budget and the Board budget beliefs and priorities, the Board approved the 2022-2023 preliminary budget for Lethbridge School Division, as detailed in the previous motions, and authorized administration to allocate and expend funds in accordance with the budget, and authorized administration to amend the 2022-2023 preliminary budget, if required by changes in the requested Ministerial Approval on use of reserves.

Budget meeting video: [LIVESTREAM](#)