

## Division School Council Minutes for December 6, 2021

### 1. Land Acknowledgement

- Acknowledge that we are gathered on the ancestral lands located on the Blackfoot Confederacy Territory

### 2. Welcome and Introductions

- 21 participants

### 3. Approval of the Agenda – Approval accepted as presented

- Approved by: MD
- Seconded by: EA

### 4. Approval of the Minutes from November 8, 2021

- Approved by: SB
- Seconded by: JH

### 5. Business Arising from the Minutes

#### 5.1 School Council Community Engagement Funding from Alberta Education

**Superintendent:** There are still some questions about what school councils can do with the \$500 funding. The Director of Finance has put the \$500 into the Schools accounts. Below are the requirements for the grant:

Alberta School Council Engagement (ASCE) Grant \$500/ School Council Requirements:

The funding is intended to support school councils fulfilling their legislated responsibilities in the education system and enhancing parent involvement and engagement activities that:

- Broaden the number of school events that include parents;
- Diversify the communication tools used to reach parents' and
- Seek out the advice and ideas of other parents.

Examples of parent engagement activities and projects that funds can be used for include:

- Workshops for parents to increase capacity for school council members;
- Information sessions on how parents can support student learning at home and at school;
- Parent resources and workshops on important topics such as, mental health and wellbeing, cyber bullying, healthy living, etc.
- Programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Metis, and Inuit learners;
- Parent resources and tools in multiple languages;
- Events to engage parents on important local issues;
- Parent engagement in promoting the value of arts;
- Trainer/ facilitator costs for the professional development, workshops, or sessions associated with the above.

Examples of non-allowable expenses include:

- Entertainment costs, meals, snacks, other food
- Capital asset purchases
- Activities that have already taken place
- Organization membership or conference fees
- Fundraising events

- Prizes or incentives to parents and/or students
- Payment to school board staff including honoraria, gifts
- Entertainment activities such as barbeques, volunteer teas, movie nights, dances,
- concerts or performances, etc.

All funds provided must be spent in the school year in which they are allocated. Any unused funds must be returned to Alberta Education.

As per section 13(2) and 14(1) of the School Councils Regulation, school councils must annually report to the board on the receipt, handling and use of the ASCE Grant.

At the last meeting, there was a call out for some collaboration between schools for some workshops through ASCA, however there was no response. You can still access those workshops from ASCA as individual councils. If you would like to spend your money on a workshop, you can access these through ASCA.

**Superintendent's comment:** As School Councils cannot carry the funds into next year, each School Council Treasurer will give a report at the end of the School Year and will account for the expenditures for the grant and whatever is not tagged or associated with this fund will have to be returned to Alberta Education. Please spend it on something valuable for your school.

**Parent Question:** for French Immersion, could the School Council purchase resources in French to utilize that money or is that not under those examples.

**Superintendent's Response:** if the nature of the resources are for parent learning/engagement, that would be ok (they cannot be resources for students).

## 6. Trustee Report - CL

- 2020-21 Audited Financial Statement must be submitted to Alberta Education. The Board approved the financial statements as presented. The report is on the Division website.
- 2021-22 Approved budget update - this can be found on the Trustee Report agenda on pg. 93.
- Division Assurance Results Report – Each jurisdiction is required to approve and post the Assurance Result Report on the website. The Division staff worked hard to get this done on time and the Board did approve the Assurance results as presented. The report can be found on the division website: [2020 2023 Combined Three-Year Plan and Annual Education Results Report](#)
- On December 7th the board will be gathering as a 'Committee of the Whole' where decisions are not made, but an opportunity to gain information for deeper learning for the Board, they will be discussing the Board committees and composition of those committees.
- Regarding Bill 70 inclusion of school jurisdictions - Bill 70 provides Alberta's health system with civil liability protection and assures that health service provided cannot be held liable as long as they followed legislation. Bill 70 does not currently include schools, so the Board is engaging in advocacy to be included in Bill 70 along with other School Divisions so that Divisions are not held liable due to covid related issues. The Board is working on a letter.
- Transportation - some families have been affected by the issues with transportation. The Board is kept apprised of what is happening with the provider and are hopeful to move forward with positive results as bus drivers are being hired and trained.
- February 1, 2022 is the annual Town Hall meeting, this will be virtual, stay tuned for more information.
- Next board meeting Tuesday December 14, 2021:
  - Standing in-camera set from 2pm – 3:30pm
  - Livestream begins at 3:30pm
  - Public Forum begins at 5pm

## **7. Alberta School Councils Association (ASCA)**

- On November 27, 2021 there was an engagement event with ASCA.
- Held from 1 – 4pm
- Approximately 100 people in attendance, School Councils, Trustees, etc.
- They did had some polling questions that were posted. The questions and poll are on the ASCA website, the link will be sent out along with the minutes.
- They had a curriculum presentation from the University of Lethbridge. The slide deck is on the ASCA website as well.
- If you are hoping to send any policy statements for the ASCA AGM, the deadline is coming up in mid January
- ASCA conference, the AGM is Sunday, April 24, 2022.

## **8. Reports from Division Committees**

### **8.1 Policy Advisory – November 10, 2021**

- These are the policies that were reviewed at the last Policy Advisory Committee meeting and feedback is able to be collected from school council members until December 8th!
  - o 204.12 Board Meeting Minutes
  - o 401.4 Employee Absences Requiring Substitutes
  - o 405.5 Practicum Student
  - o 405.6 Employee Recognition and Appreciation
  - o 806.1 Enterprise Risk Management (new policy)
- Upcoming policies we'll review at next meeting (Wednesday) are:
  - o 400.1 Welcoming, Caring, Respectful and Safe Work Environments
  - o 401.3 Non-Union Employees
  - o 404.5 Secondments and Exchanges
  - o 301.3 Evaluation Process for Superintendent of Schools
  - o 303.1 Administrative Appointments (may not be ready)
- Once these policies are reviewed, school council chairs can send them to their members for feedback to bring to the next PAC meeting, so they can affect policy in that way.

### **8.2 Community Engagement Committee – December 1, 2021**

- This committee doesn't have a limit on membership, anyone can attend, we want to strengthen our community engagement. If you have ideas, you can join or send those in via the Public Engagement Website. There is also more information about the Community Engagement Committee on the Division Website.
- During the last meeting, the committee had the opportunity to review the terms of reference, talked about the ICE scholarship fundraiser and possibilities for the guest speaker for the event. The format for that meeting will be virtual.
- When discussing the possible Guest Speakers, they had High School students in mind; the committee is in the process of securing a Guest Speaker; they will let everyone know who that will be at a later date.
- Discussed thoughts about ways to best engage the community members and bring communication between the Division and community. Need to have strong dialogue back and forth.
- The Committee is meeting again in January to discuss ideas for more engagement.
- ICE scholarship event will be February 1, 2022.
- Discussed the new website that was created, the Public Engagement website:
  - o This Public Engagement website was put together in house, it's on the Division website's main page.
  - o Other websites and designs were considered but lacked what was required, so Garrett Simmons created this website.

- Parent Learning Sessions are linked here and will soon be linked to school websites.
- Click on the public engagement piece, as you navigate the top screen, you will see:
  - Current Public Engagement Projects (Re-Entry plan/survey, curriculum feedback, etc.)
  - Upcoming Engagement Projects (2022 Town Hall, Westside Elementary School Naming Process)
  - Past Engagement Projects (Boundary Review, 2021 Town Hall, Assurance Plan)
  - Sign-up For Updates – when new content is added, you will be alerted if you sign up
  - Connect with Us – send feedback or ideas

### **8.2.1 Town Hall**

- Save the date, February 1, 2022 will be the Town Hall to talk with community members, teachers, etc.
- The Board hasn't decided on questions yet, still forming that piece.

## **9. Superintendent's Report**

### **9.1 COVID update if applicable/ Vaccination clinics**

The Superintendent has had a lot of question about vaccination clinics, wanted to clarify the school authorities and Alberta Education do not have any authority over children's vaccination, it's AHS that conducts vaccinations with parent permission. That is not to say that into the future, AHS may request that a school be used as a site to set up vaccination clinics. Please do not be alarmed, if clinics are being set up in the school, children would NEVER get a vaccination without a parent permission form, and it is organized through AHS.

## **10. Roundtable Reports**

Reports are included with the agenda: an opportunity to highlights a very significant event or for questions from the representatives about information in a written report.

## **11. Adjournment – at 7:31 pm**

**Superintendents outgoing message. She is visiting schools and your children are delightful!! Enjoy the winter season and the break with you kids.**

### **Division School Council 2021-2022 Meeting Dates**

January 10, 2022	February 1, 2022 – Town Hall	March 7, 2022
April 4, 2022	May 2, 2022	June 6, 2022

### **2021-2022 Division School Council Representatives**

Chair	Shelley Roest
Vice Chair	Alison Alma-North
Recording Secretary	Marlaina Ditrich
Policy Advisory Committee	Alison Alma-North and Jamie Walburger (alternate)
Poverty Intervention Committee	Jamie Walburger and Shelley Roest (alternate)
Division Wellness Committee	Edna Asem and Carrie Boschman (alternate)
Community Engagement Committee	Shelley Roest, Cynthia Young and Jamie Walburger
Calendar Committee	Shelley Roest, Carrie Boschman, Linda McKeith (alternate)