



## MINUTES OF THE COUNCIL OF SCHOOL COUNCIL (COSC) MEETING

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta  
On Tuesday, October 4, 2022, at 7:00 PM

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### Attendance:

Parkland School Division	Lorraine Stewart, Board Chair Scott Johnston, Associate Superintendent Keri Zylla, Recording Secretary
Blueberry School	Heather Kopp, School Council
Brookwood School	Doug Lorenz, School Council
Duffield School	Cherie Lovsund, Principal
École Broxton Park School	Amber Ruben, School Council Anil Padayas, Principal
Graminia School	Amber Darragh, School Council
Greystone Centennial Middle School	Chantelle DeBoer, School Council
High Park School	Catrin Thomson, School Council – Acting COSC Chair
Millgrove School	Anna Marie Jackson, School Council Linda Madge-Arkininstall, Principal
Muir Lake School	Andy Fune, Principal Tracey Gilmour, Assistant Principal
Parkland Village School	Lindsay Kuelken, School Council
Prescott Learning Centre	Sarah Iori, School Council
Spruce Grove Composite High School	Brenda Cryer, School Council
Tomahawk School	Fran Bell, Principal
Wabamun School	Charlene Smylie, School Council
Woodhaven middle school	Nealle Dickson, Principal

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### 1. Call to Order

Presiding Chair, Associate Superintendent Johnston called the meeting to order at 7:05 p.m.

### 2. Treaty Acknowledgement

Associate Superintendent Johnston acknowledged Treaty Territory.

### 3. Welcome and Introductions

Associate Superintendent Johnston welcomed members introduced themselves.

#### 4. Approval of Agenda

Add agenda item 13. Fundraising.

**COSC 024-22** Moved by Mr. Larenz that the agenda be approved as amended.

**CARRIED**

#### 5. Approval of Minutes

**COSC 025-22** Moved by Ms. Cryer that the minutes of the May 10, 2022, Council of School Councils (COSC) meeting be approved as presented.

**CARRIED**

#### 6. Spirit of COSC

Associate Superintendent Johnston shared the history and purpose of COSC and provided information on what to expect as a member.

Member of COSC and Administration took time to list some of the benefits of COSC, such as:

- Providing opportunities for school councils to share ideas;
- Providing school councils with opportunities for collaboration;
- Building and Learning from the experience of other councils, for both the school councils and school administration;
- Providing administration to hear from parents from across the Division.; and
- Providing administration opportunities to discuss items such as fundraising with a broader scope of experience and information, which may lead to more standardized procedures for such items.

#### 7. Chair Election

Associate Superintendent Johnston shared information on the role of the COSC Chair, and Ms. Catrin Thomson, from High Park, volunteered to preside as COSC Chair. Ms. Thomson was acclaimed to the role and chaired the remainder of the October 4, 2022 COSC meeting.

#### 8. Alberta School Council Engagement (ASCE) Grant

- <https://www.albertaschoolcouncils.ca/school-councils/workshops/alberta-school-council-engagement-asce-grant>
- <https://www.albertaschoolcouncils.ca/school-councils/workshops/workshops-2021-2022>

Associate Superintendent Johnston discussed the School Council Engagement Grant. The grant is \$500 and is provided to every public, separate, francophone and charter school by Alberta Education, under the [Funding Manual for School Authorities](#) with the following restrictions:

##### ***Allocation Criteria***

1. *Only schools required by the Education Act to have a school council will be eligible for this grant (i.e. public, separate, Francophone and charter schools). Note: A school council must be established for each school operated by the board as per the Education Act, section 55(1).*
2. *Of the eligible schools, only those with an active school council will receive the grant.*

Parkland School Division (PSD) received information from the Alberta School Council Association (ASCA) information school boards that the government has largely defunded ASCA, and ASCA is requesting that school councils consider using their grant money to register for ASCA training workshops. ASCA has requested that school boards expedite the ASCE grant fund applications and encourage school councils to register early for ASCA training workshops. They also requested that school boards consider a sponsorship commitment with ASCA under the Partner Sponsor Program. Discussion ensued.

**9. Approval of Proposed 2022-2023 COSC Meeting Dates:**

- Tuesday October 4, 2022
- Tuesday November 1, 2022
- Tuesday February 7, 2023
- Tuesday March 7, 2023
- Tuesday May 2, 2023

**COSC 026-22** Moved by Ms. Iori that the proposed 2022-2023 COSC meeting dates be approved as presented.

**CARRIED**

**10. Board Report**

Board Chair Stewart shared her Board Report, highlighting the role of Trustees at school council meetings:

- To provide updates on governance related happenings at Parkland School Division;
- To provide an update from Board meetings and seek clarification from school council members on governance issues, policy development and decisions made at Board Meetings;
- To listen to stakeholders and understand how the public is impacted by policy decisions in order that the Board can be involved in continuous improvement;
- To provide examples of how the Board acted in a strategic (foresight) or fiduciary (oversight) or innovative manner, to help educate school council members on the role of the trustee and the reason for Board meetings;
- To support the principal, as required; and
- To direct the Administrative questions and responses to the principal.

Board Chair Stewart also discussed the various events, engagements, advocacy items and Board decisions Trustees have been involved in this year and how it relates to the 5 (five) Assurance Elements related to Governance.

- 1) Trustees foster quality learning and wellness to promote student achievement;
- 2) Trustees engage, listen and advocate;
- 3) Trustees demonstrate responsibility;
- 4) Trustees plan for continual improvement; and
- 5) Trustees foster community relationships.

Board Chair Stewart responded to questions.

**11. Office of the Superintendent Report**

Associate Superintendent Johnston shared the Office of the Superintendent Report, highlighting the following items:

- **Transportation:** All PSD Routes are currently filled and accommodated. Transportation Departments across the province continue to experience driver shortages.
- **Athabasca Delta Community School (ADCS):** This Fort Chipewyan school is new to our Division and has been a great learning opportunity for everyone. ADCS is funded autonomously, and not at a cost to existing schools.
- **Enrolment Numbers:** PSD enrolment has increased by approximately 1000 students since before the pandemic. The increase is already felt at Spruce Grove Composite High School, but will really be felt in 3-5 years. The Division and Stakeholders will need to continue advocating for a replacement high school in Spruce Grove.
- **Calendar Survey:** The 2023-2024 Calendar survey will go out to stakeholders sometime in Oct. – Nov. 2022.
- **Orange Shirt Day:** École Meridian Heights students all hung orange T-shirts in the Centre for Education hallway with messages of truth, reconciliation and other heartfelt reflections.
- **New Administrators:** There have been a number of principals that have moved to other schools, which is part of the role, but it also provides fresh ideas and opportunities for growth in schools
- **Off-Site Activities:** The risk mitigation has increased over the years and insurance coverage to protect staff and students has needed to increase the specificity in relation to off-site activities. The Division will to reduce paperwork as much as possible, but site-specific insurance forms are necessary for student participation.

Associate Superintendent Johnston responded to questions.

## 12. Principal Reports

Administration provided reports on school startup, special events and upcoming work and event plans.

13. **Fundraising:** Ms. Ruben discussed the possibilities of councils collaborating to provide some virtual opportunities to students and families which may also broaden some cultural opportunities across the Division. Richard Van Camp, author and storyteller, speaks at schools virtually. Ms. Ruben suggested that perhaps through some fundraising and collaborative efforts, school councils can hire Mr. Van Camp or another presenter or teacher and share in the cultural and / or learning opportunities.

Associate Superintendent Johnston shared that PSD has a new Indigenous Facilitator, Geri Wu, and will inform her of this enrichment opportunity.

Ms. Smylie shared that on Orange shirt Day, Wabamun had a fantastic presentation by Tobie Bearhead and his family, at Wabamun School. It was an amazing opportunity for our students – maybe we can thing more global across the division to share some of these opportunities.

## 14. Items for Future Agenda

- Collaboration of school councils, School Council Reports

## 15. Adjournment

Chair Thomson adjourned the meeting at 8:36 pm

**NEXT MEETING: Tuesday, November 1, 2022**