



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

Meeting held at the Centre for Education, Boardroom, in Stony Plain, Alberta
On Tuesday, October 3, 2023, at 6:30 PM

Attendance:

Parkland School Division	Lorraine Stewart, Board Chair Jill Osborne, Trustee Scott Johnston, Associate Superintendent Nadine Morrison, Recording Secretary
Blueberry School	Erin Craig, School Council
Brookwood School	Doug Lorenz, School Council
Connections for Learning	Brenda Johnson, School Council
Copperhaven School	Pam Clending, School Council Sheila Montath, School Council
Duffield School	Cherie Lovsund, Principal
École Broxton Park School	Kalena Feist, School Council
École Meridian Heights School	Carleigh Pagnucco, School Council
Entwistle School	Willow Lazette, School Council
Forest Green School	Elizabeth D’Arcy, School Council
Graminia School	Angie Gehlert, School Council
High Park School	Catrin Thomson, School Council – Acting COSC Chair
Memorial Composite High School	Laurie Haak, School Council
Millgrove School	Anna-Marie Jackson, School Council Lesley Cameron, Principal
Parkland Village School	Lindsay Kuelken, School Council Rose Barnes, School Council
Prescott Learning Centre	Chris Shaw, Principal Sarah Iori, School Council
Tomahawk School	Fran Bell, Principal
Westview School	Krystle Hoogendoorn, School Council
Woodhaven Middle school	Ashley Southworth, School Council Lei Gryshik, School Council Nealle Dickson, Principal

1. Call to Order

Presiding Chair, Associate Superintendent Johnston called the meeting to order at 6:33 p.m.

2. Treaty Acknowledgement

Associate Superintendent Johnston acknowledged Parkland School Division's presence in Treaty #6 and #8 Territories.

3. Welcome and Introductions

Associate Superintendent Johnston welcomed everyone, members introduced themselves.

4. Approval of Agenda

COSC 008-23 Moved by Ms. Haak that the agenda be approved as presented.

CARRIED

5. Approval of Minutes

COSC 009-23 Moved by Mr. Lorenz that the minutes of the May 2, 2023, 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.

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

- Providing opportunities for school councils to collaborate and share volunteering ideas;
- Building and learning from the experience of other councils, for both the school councils and school administration;
- Ideas on how to improve attendance at school council meetings, such as using a Facebook page;
- Providing administration with the opportunity to hear from parents 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.

Ms. Thomson was acclaimed to the role and chaired the remainder of the October 3, 2023 COSC meeting.

Ms. Kalena Feist was acclaimed as Vice Chair for the remainder of the term.

8. Approval of Remaining Proposed 2023-2024 COSC Meeting Dates

- Tuesday, December 5, 2023
- Tuesday, February 6, 2024
- Tuesday, March 19, 2024
- Tuesday May 14, 2024

COSC 010-23 Moved by Mr. Lorenz that April 9, 2024 be added to the meeting dates.

CARRIED

COSC 011-23 Moved by Ms. Iori that the proposed December and February COSC meeting dates be approved as presented. March and May dates will be discussed at a later meeting.

CARRIED

9. Meeting Format and Start Time

Meeting format and start time of 6:30 pm will remain.

10. Alberta School Council Engagement (ASCE) Grant

- <https://www.albertaschoolcouncils.ca/school-councils/workshops/alberta-school-council-engagement-asce-grant>
- Book a Workshop: <https://www.albertaschoolcouncils.ca/public/download/files/191114>

Associate Superintendent Johnston discussed the School Council Engagement Grant provided by Alberta Education under the Funding Manual for School Authorities. Schools required by the Education Act to have school council will be eligible for the \$500 grant and only those schools with an active school council will receive the grant.

This year the \$500 grant can be used for conference fees.

11. Board Report

Trustee Osborne shared her Board Report, outlining the various events, items and Board decisions that the Trustees have been involved in such as:

- Transportation update and the Division is working on trying to resolve the bus driver shortage. The Board acknowledges the stress this may cause our families;
- The Board voted unanimously to fund ASCA 2024 conference fees up to \$6000 for our School Councils, with the process for distribution to be determined. This money will come from the Board Governance Budget;
- Updates on Division projects: Outreach project at Ecole Broxton Park School and meeting with the architect for the replacement of Spruce Grove Composite High School; and
- Athabasca Delta Community School in Fort Chipewyan visit by Trustees Osborne and McCann and members of the government: presentation of ceremonial mace, tour of the school, and meeting staff and students.

12. Office of the Superintendent Report

Associate Superintendent Johnston spoke on the start of the year, bringing teachers in the week before students start classes (new teacher orientation, 4 days of professional development, and classroom preparation time). Teachers, Education Assistants and all other staff were pulled together for Opening Day, with Guest speaker Tareq Hadhad who spoke about diversity.

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

- **Transportation:** Transportation Departments across the province continue to experience driver shortages. PSD is also experiencing difficulty in finding drivers this year, especially in Fort Chipewyan (which we have since filled).

- **Enrolment Numbers:** Will be able to speak to enrolment numbers at a later date as this year's numbers are still being tallied.
- **Learning Loss and Literacy:** Since Covid we see the learning range within a class has grown significantly (not uncommon to have a 5-grade range within one classroom). We are starting to see the growth and the closing of this gap.
- **Attendance:** PSD is looking at attendance issues and have attendance officers in place. The intent of the attendance officer is to address students with most problematic attendance thresholds: to reach out and find out what is the problem and how do we get those students reengaged.
- **Powerschool:** Teachers are learning to better utilize Powerschool. We are encouraging teachers to have more timely communication through parent access tools (Powerschool) so you as a parent can see at anytime how your child is doing and not have to wait for report cards to find out.
- **Calendar Survey:** The 2024-2025 Calendar survey will be out sometime in November.
- **Orange Shirt Day:** There were a number of activities across the Division. École Meridian Heights students painted orange rocks with messages and placed them along the pathway at Rotary Park.
- **Assignable Time, Class size and Curriculum:** Schools are working on class size information and assignable time. Alberta Education launched new curriculum in Social Studies and Numeracy & Literacy. Professional Development is underway for many of our teaching staff.

Associate Superintendent Johnston responded to questions.

13. Principal Report

Principal Dickson provided reports on behalf of our Principals highlighting the following:

- **School Startup:** This year has been a hectic and busy startup. Students are having to learn how to "do school" again, now that Covid is no longer looming in the background. In general, students seem to be a bit more dysregulated than usual.
- **Learning Gaps:** The schools are seeing larger gaps in learning than normal.
- **Breakfast clubs:** Across the division breakfast clubs are being well used and are a fantastic opportunity for students.
- **Attendance:** Student attendance is a huge concern as many schools are seeing below acceptable threshold with anxiety now being a big contributor.
- **Lead Team:** Duffield hosted the first lead team meeting; instead of these meetings being held at Centre for Education each school will now take a turn to host. School hosted lead team appears to be well received.

Ms. Dickson responded to questions.

14. Items for Future Agenda

Chair Thomson switched original order of Agenda Items 14 and 15, to discuss Items for Future Agenda first.

- Collaboration of school councils for ideas I.E. round table of things other schools have done
- Questions regarding the difference in Insurance, length of contracts etc.

- School Dress code questions, codes of conduct
- Social Media questions – Facebook pages. Also discuss copyright laws (especially for images)
- Engagement Grant: have school councils used it; is there money left going forward
- Clarification on illness and the guidelines around sending kids to schools. Can the Strategic Communications department look into sharing this information?
- Broxton Park has lost all previous school council's information

15. COSC Chair – Closing thoughts

Chair Thomson spoke about the importance of each School Council ensuring they have a binder/google drive that includes the Bi-Laws, last year's meeting notes/minutes and other pertinent information.

Every school council has their own email that should be used to communicate council related information, personal email addresses should not be used.

School council can help communicate what is happening at the school to the parents, you can be a sounding board for parents but you should encourage parents to reach out to the principal and teachers with school related questions.

16. Adjournment

Chair Thomson adjourned the meeting at 8:36 p.m.

NEXT MEETING: Tuesday, December 5, 2023