



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

Meeting held at the Centre for Education, Board Room, in Stony Plain, Alberta  
On Tuesday, December 5, 2023, at 6:30 PM

**Attendance:**

Parkland School Division	Jill Osborne, Trustee Scott Johnston, Associate Superintendent Jordi Weidman, Director Strategic Planning & Communication Bryn Spence, Division Principal Nadine Morrison, Recording Secretary
Blueberry School	Erin Craig, School Council Sarah Carter, School Council
Brookwood School	Megan Sider, School Council
Connections for Learning	Linda Labonte, School Council
Copperhaven School	Amy Campbell, School Council Pam Clending, School Council Sheila Monteith, School Council
Duffield School	Cherie Lovsund, Principal
École Broxton Park School	Kalena Feist, School Council, COSC Vice-Chair
Forest Green School	Elizabeth D’Arcy, School Council
Graminia School	Amber Darragh, School Council Angie Gehlert, School Council
High Park School	Catrin Thomson, School Council, COSC Chair
Millgrove School	Anna-Marie Jackson, School Council Lesley Cameron, Principal
Prescott Learning Centre	Chris Shaw, Principal
Tomahawk School	Fran Bell, Principal
Westview School	Krystle Hoogendoorn, School Council
Woodhaven Middle school	Lei Gryshik, School Council Nealle Dickson, Principal

**1. Call to Order**

Chair Thomson called the meeting to order at 6:34 p.m.

**2. Treaty Acknowledgement**

Chair Thomson acknowledged Parkland School Division’s presence in Treaty #6 and #8 Territories.

### 3. Welcome and Introductions

Chair Thomson welcomed everyone, COSC members introduced themselves.

### 4. Approval of Agenda

**COSC 012-23 Moved** by Ms. Gehlert that the agenda be approved as presented.

**CARRIED**

### 5. Approval of Minutes

**COSC 013-23 Moved** by Ms. Feist that the minutes of the October 3, 2023, Council of School Councils (COSC) meeting be approved as presented.

**CARRIED**

### 6. Collaboration Opportunities for School Councils:

Chair Thomson switched original order of Agenda Items 6 and 7, to discuss Collaboration Opportunities for School Councils first.

Graminia council Ms. Darragh & Ms. Gehlert shared a presentation on ways their school council have enabled parents, guardians and students to show appreciation to the staff. One Small Thing and the Brag Box are two ways in which positive encouragement is shared through comments to the staff.

### 7. Social Media Conversation

Mr. Weidman, Director of Strategic Planning & Communications, and Mr. Spence, Division Principal Student Services, shared a presentation on Social Media and Kids, defining what social media is and some of the different platforms kids are using; looking at Canadian trends including such things as screen time. They discussed the importance of setting health boundaries and as a parent educating yourself on what your children are doing and the apps they are using keeping in mind age appropriateness (terms of service, privacy & user agreements).

### 8. School Council Grants

Associate Superintendent Johnston shared with COSC that the Alberta School Council Engagement (ASCE) Grant application has been completed and sent in, explaining that Parkland School Division applies for the grant on behalf of the schools.

Associate Superintendent Johnston noted that the Alberta Government Funding Manual outlines the restrictions ([ASCE allocation information](#)) on the use of grant money. Although the Division can help councils access their funds, it is the decision of each school council in the manner which their grant money is used.

### 9. Board Report

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

- Attending special events: school Christmas concerts and the Stakeholder Engagement night;
- Surveys of Interest: [Share A Thought](#), [After Engagement Survey](#), [Calendar Survey](#), and [Local Authorities Election Act Survey](#);

- Updates on Division projects: an official request has been sent to the Minister asking for an additional \$5 million so that a theater comparable to Horizon Stage can be included into the new high school build and the Outreach project at Ecole Broxton Park School should see students in the new space in January;
- Transportation safety council in the works with representatives from the School Division, Contractors and Bus Drivers;
- Audited Financial Statements from last year saw a clear audit and the fall forecast was received;
- Annual Education Results Report has been approved. Student success is on encouraging trajectory however there are still concerns around peer to peer relationships;

## 10. Office of the Superintendent Report

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

- **Calendar Survey:** The calendar survey for the 2024-2025 school year is up on the website and the Division is looking for feedback on the placement of some of the breaks and PD days.
- **Outreach project at Ecole Broxton Park School:** The modulators that will be used by Connections for Learning are in place.
- **Westview School Grand Opening:** The grand opening of Westview school was attended by many and a great opportunity to showcase the new school.
- **Annual Education Results Report:** Comments made in this survey are taken into consideration and frequently used.

Associate Superintendent Johnston responded to questions.

## 11. School Council Reports:

School Council Chairs, COSC Representatives and Principals continued a discussion on Social media, what can and cannot be posted and the importance of having accounts for their School Council.

COSC members also discussed having Deputy Superintendent Francis come to talk about suspension, disciplinary and expulsions including student code of conduct.

## 12. Principal Reports:

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

- As a division we are moving to real time reporting for grades, meaning your child's marks can be seen regularly through PowerSchool and there will be no report card in November.
- The Division will be busy with concerts and performances all this month.
- Lots of conversations are being had around student conduct and behaviour. Fall break really help bring students back to ground zero, in turn helping to combating these behaviours.
- Results from reports are being seen in student growth and also showing areas where there is room for improvement.

Ms. Dickson responded to questions.

### **13. Approval of Remaining 2024 COSC Meeting Dates**

- Tuesday, March 19, 2024
- Tuesday, April 9, 2024
- Tuesday May 14, 2024

**COSC 014-23 Moved** by Ms. D'Arcy that the March 19 meeting date be moved to March 12, 2024.

**CARRIED**

**COSC 015-23 Moved** by Ms. Gryshik that the proposed remaining 2024 meeting dates be approved as presented.

**CARRIED**

### **14. Items for Future Agenda**

- Student code of conduct - suspensions, disciplinary and expulsion
- Clarification on illness and the guidelines around sending kids to schools. Can the Strategic Communications department look into sharing this information?
- Social Media guidance, for proper use of Facebook by School Councils and copyright laws (especially for images)
- What are school councils doing with the grant money, if they do not want to use it for ASCA?
- Would ASCA be able to come in and give a presentation at a future COSC meeting?

### **15. Adjournment**

Chair Thomson provided closing comments and adjourned the meeting at 8:36 p.m.

**NEXT MEETING: Tuesday, February 6, 2024**