



MINUTES OF THE COUNCIL OF SCHOOL COUNCIL (COSC) MEETING

Meeting held at the Centre for Education, Board Room, in Stony Plain, Alberta
On Tuesday, October 8, 2024, at 6:30 PM

Attendance:

Parkland School Division	Paul McCann, Trustee Scott Johnston, Associate Superintendent Bryn Spence, Division Principal Nadine Morrison, Recording Secretary
Athabasca Delta Community School	Tammie Sarauer, Principal
Blueberry School	Rosanne McIntyre, Principal Erin Craig, School Council, COSC Vice-Chair
Brookwood School	Megan Sider, School Council Melody Bertrand, School Council
Connections for Learning	Brenda Johnson, School Council
Copperhaven School	Sheila Monteith, School Council
Duffield School	Cherie Lovsund, Principal
École Broxton Park School	Amber Ruben-Mercredi, School Council
Graminia School	Angie Gehlert, School Council Anna Liska, School Council Christine Bileau, Principal
Greystone Centennial Middle School	Natalie Stratmoen, School Council
High Park School	Catrin Thomson, School Council, COSC Chair
Memorial Composite High School	Laurie Haak, School Council
Millgrove School	Anna-Marie Jackson, School Council Lesley Cameron, Principal
Muir Lake School	Tori Pudde, School Council Oriana Leithoff, Assistant Principal
Parkland Village School	Lindsay Kuelken, School Council
Prescott Learning Centre	Jeremy Clements, School Council Chris Shaw, Principal
Spruce Grove Composite High School	Kalena Feist, School Council
Tomahawk School	Tracey Gilmour, Principal
Westview School	Krystle Hoogendoorn, School Council
Woodhaven Middle school	Lei Gryshik, School Council

1. Call to Order

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, Council of School Council (COSC) members introduced themselves.

4. Approval of Agenda

Ms. Monteith requested to have an item added to the agenda, 14. Recognition

COSC 10-24 Moved by Ms. Gryshik that the agenda be approval as amended.

CARRIED

5. Approval of Minutes

COSC 11-24 Moved by Ms. Gehlert that the minutes of the May 14, 2024, 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. He shared that the evening should be fun, beneficial and welcoming for all school council members and administration

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

- Collaborating with people from other schools to share ideas and find out what they are doing;
- The opportunity to self-reflect through learning from each other;
- Networking;
- Learning about the resolutions and the impact School Councils can have on future decisions; and
- Finding out what information the Trustees and the Superintendent's Office bring to the Board.

7. Chair Election

Associate Superintendent Johnston shared information on the election process and the role of the COSC Chair and Vice Chair.

Ms. Thomson was acclaimed to the role and chaired the remainder of the October 8, 2024 COSC meeting.

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

8. Approval 2024-2025 COSC Meeting Dates

- Tuesday, November 5, 2024 (at Duffield School)
- Tuesday, February 4, 2025
- Tuesday, March 4, 2025
- Tuesday, April 8, 2025 (new proposed date)
- Tuesday May 13, 2025

COSC 12-24 Moved by Ms. Gehlert that the proposed COSC meeting dates be approved as presented.

CARRIED

9. Meeting Format and Start Time

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

Chair Thomson spoke about the changes to the agenda format. The Trustee Report will now be the Trustee Topic as the Board Report was also given at the school council meetings. The Office of the Superintendent Report will follow the same name change and will include a topic of discussion in addition to the reports.

The agenda will now also include a predetermined monthly Topic of Discussion, to be added in after the Trustee and Superintendent Topics. The topic for the month of November was to compare school council agendas, providing everyone the opportunity to see how each school runs their meetings. An idea for the month of February was insurance and budgeting

Associate Superintendent Johnston suggested that a separate night, an event outside of the COSC meeting, be arranged for social media so that fundraising groups could be included.

10. School Council Engagement Grant (ASCE)

- [School Council Engagement Grant \(ASCE\) / https://www.albertaschoolcouncils.ca/school-councils/workshops/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/school-councils/workshops>)

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 to those schools with an active school council will receive the grant.

The \$500 grant can be used for conference fees, training, workshops and engagement activities. Associate Superintendent Johnston will check with Jason Krefting, Director Financial Services, to see if Alberta Education will allow the balances from last year to be carried over.

Associate Superintendent Johnston will also determine what, if any funding, will be carried over from the Trustee Engagement Grant.

11. Trustee Topic

Trustee McCann shared the first "Trustee Topic" which focused on the role and responsibilities of a Trustee.

The role of the Trustee in the Parkland School Division is fundamentally about serving the community in educational matters. The Superintendent of Schools is the only direct employee of the Trustee, and the Trustee primarily operates in an administrative capacity, setting the overall direction for the division. While the Trustee has a voice in decision-making, once a decision is reached, it becomes the unified decision of the Board, which the Trustee supports.

Engaging with the community is essential. The Trustee actively seeks out opinions, observes community dynamics, and reviews various materials—some provided and others independently researched—to inform their perspectives. Transparency is crucial; the Trustee must clearly articulate the rationale behind decisions and remain accountable to the community. This involves participating in school councils, events, stakeholder engagement nights, and committee meetings, while also respecting the boundaries of their role—primarily advocating for issues that require attention.

An often-overlooked aspect of the role is the challenge of balancing individual needs against the needs of the larger group. Decisions typically do not have a definitive right answer; instead, the Trustee must identify what they believe to be the best possible outcome. Listening to diverse viewpoints is essential, as differing opinions can provide valuable perspectives. Additionally, it's important to accept the outcomes of votes gracefully, moving forward and supporting the collective decision even if it wasn't the preferred choice.

Trustee McCann responded to questions, speaking on when the next election is and mentioning that some of the best candidates may be sitting in this room right now. He emphasized that the time commitment for a Trustee varies based on individual dedication and willingness.

12. Office of the Superintendent Topic

Associate Superintendent Johnston shared the Office of the Superintendent Topic, talking about the organizational structure of the Parkland School Division Executive team. Superintendent Boyce is like the CEO and she works closely with her Deputy & Associate Superintendents, one of which is a Chief Financial Officer. The Deputy & Associate Superintendents have Executive Assistants and Directors who manage the various departments. He explained that one task of the Executive team is to deal with issues and concerns from parents, frequently being asked about what action has been taken. They are bound by privacy laws and cannot speak on what is being done with any child other than your own.

Associate Superintendent Johnston indicated it has been a good start to the year however, we are seeing a rise in behaviour and are exploring with schools why this may be happening. School councils can be an advocate for the schools, for the Division, redirecting people back to the school or to the Division website.

He shared several decisions that have been made to try to improve the schools such as:

- removing cell phone usage from within the schools. This was accomplished with really no concerns brought forward and no resistance;
- moving back to percentage reporting for grades 7-9 and including assessments and comments on report cards.

After mentioning that a recognition event, Mini-Milestones & Merits, was held this fall for staff working at Athabasca Delta Community School (ADCS), questioned ensued about the end date to the partnership with ADCS. Trustee McCann responded to the question indicating a 5-year letter of intent was signed but the

partnership may possibly last a little bit longer than that. However, that would be the intent of the First Nations community and the Government of Alberta.

Principal Tammy Sarauer, spoke about her experience in ADCS. Fort Chipewyan is a small yet remarkable and beautiful community, it is Alberta's only fly-in fly-out school, that the students and community welcomed her with open arms, and they are a very active and social community with a lot of events and social groups.

13. Principal Reports

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

- Many schools held their first School Council meetings of the year with ADCS holding their first Student Council meeting ever!
- Back to school events were held around the Division including pancake breakfasts, meet the staff nights, and family engagement evenings.
- A junior high parent session was held.
- Schools saw their extracurricular groups/events starting up again, such as Den Days at Woodhaven, and the band program at Graminia.

14. Recognition:

Sheila Monteith shared that Tasha Laurie, a long-standing member of school council, lost her battle with cancer on September 29, 2024. She was active in her kids' schools, serving on both the school council and the parent fundraising society and spent countless hours at the school helping with fundraisers.

15. Alberta School Councils Association (ASCA) Resolutions:

Associate Superintendent Johnston noted that school councils can submit resolutions, in fact there was one submitted last year by École Broxton Park School Council that was supported and adopted with unanimous consent. P24-06: Resources Support for French Immersion Teachers (Available Before Implementation of Curriculum Changes).

Chair Thomson encourage anyone who had a resolution they are interested in bringing forward to look at doing so. Associate Superintendent Johnston explained that the rules for writing a resolution and when it is due, along with most of the other information, can be found on the ASCA website.

16. Items for Future Agenda

- Have Superintendent Boyce attend an upcoming meeting.
- Look at ways to have full representation from all schools, possibility holding a meeting at one of the west end schools.

COSC 13-24 Moved by Chair Thomson that the November 5, 2024 COSC meeting be held at Duffield School.

UNANIMOUSLY CARRIED

- Clarification on illness and the guidelines around sending kids to schools.

- Social Media guidance, for proper use of Facebook by School Councils and copyright laws (especially for images)
- Would ASCA be able to come in and give a presentation at a future COSC meeting, before April 2025? RE: ASCA workshops overview.
- Associate Superintendent Johnston brought forward the idea of holding a celebration at the final meeting in May.
- AI in Action
- Bring your school council's agendas to an upcoming meeting to discuss formats across the different councils. Discuss ways other school councils are communicating to their audience/parents, those who are not coming to the meetings about council information.

17. Adjournment

Chair Thomson adjourned the meeting at 8:23 p.m.

NEXT MEETING: Tuesday, November 5, 2024