



Excellence In Education

## MEMORANDUM

**Date:** 07 December, 2010  
**To:** Board of Trustees  
**From:** Tim Monds – Acting Superintendent  
**Originator:** Kelly Wilkins, Associate Superintendent  
**Subject:** **Communications Committee Meeting**

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### Recommendation

That the Board of Trustees receives as information, the Communications Committee Minutes of 16 November, 2010 as presented at the Regular Meeting of 07 December, 2010.

/ds

# UNADOPTED



## MINUTES OF THE COMMUNICATIONS COMMITTEE MEETING HELD AT THE PARKLAND SCHOOL DIVISION CENTRE FOR EDUCATION IN STONY PLAIN, ALBERTA ON NOVEMBER 16, 2010.

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### ATTENDANCE:

Linda Davidson – CAAMSE Representative  
Donna Bamber – CAAMSE Representative  
Rick Fowlie, IUOE Representative  
Charlene Daub – ATA Local #10 Representative  
Amar Mohabir - ATA Local #10 Representative  
Ron Heinrichs – Board of Trustees Representative  
Irene Goebel – Board of Trustees Representative  
Kelly Wilkins – Associate Superintendent  
Darlene Smith – Recording Secretary

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### CALL TO ORDER

The meeting was called to order at 4:03 p.m. by I. Goebel, followed by introductions.

K. Wilkins passed on regrets from Margaret Jacob, Natalie Dzioba and who were unable to attend.

### APPROVAL OF THE MINUTES OF 14 MAY 2010

C. Daub moved that minutes of 10 May 2010 be accepted as presented. Carried.

### ADDITIONS / DELETIONS TO AGENDA

D. Bamber requested that *Scent Free Schools* be added to the agenda. D. Bamber moved that the agenda be accepted as amended. Carried.

### SELECTION OF CHAIRPERSON

Charlene Daub was nominated, and accepted the position of Chairperson for the 2010/2011 Communications Committee.

### PARKLAND SCHOOL DIVISION UPDATES – Kelly Wilkins

- Election of Board of Trustees: 5 returning and 2 new Trustees will govern Parkland School Division for the next 3 year term. Trustees have been on a steep learning curve since their election – PSBAA University, PSD Board Orientation and 22 school tours in 4 days!
- PSD will host one of Alberta Education's Speak Out Forums on Nov. 24 at Memorial Composite High School. Fifty high school students from PSD will have the opportunity to participate in the Speak Out consultation process. At a Speak Out Forum, students are asked four questions:

1. What does it look like when you are learning at your best?
  2. What is holding you back from learning at your best?
  3. What actions can ADULTS take to improve how education looks and feels?
  4. What actions can STUDENTS take to improve how education looks and feels?
- Trustees will be spending a lot of time, energy and resources as they head into a major boundary review. With the tremendous population growth in some areas, there is significant pressure to determine a long range plan for school utilization. Census information from Spruce Grove shows the highest growth area is in children, 0-4 year olds which will have a major impact on early years schools. The Board will be looking for input from communities. Parkland School Division has engaged Hugh Skinner, Stantec who is an expert in terms of assisting school boards with this type of work. Mr. Skinner will present substantial data to the Board of Trustees by December 16. Community consultation will take place in January/February 2011.
  - Trustees are committed to attending school council meetings.

#### **Parkland School Division Website – Paula Whebby**

Paula made a brief presentation on PSD's website and its navigation features. Paula indicated that she is currently working on getting seven (7) school websites up and running by early in the New Year. Each school will have a subject matter expert who will be relied upon for content and keeping the website up to date.

Folks brought up some issues they are currently having with *insidePSD*.

- Non PC users experience problems accessing files from *insidePSD*
- *insidePSD* doesn't work well when using Mac web browser Safari
- Connectivity and efficiency is poor

#### **Scent Free Schools – Donna Bamber**

D. Bamber opened by describing her allergy to scents and how it affects her physical well being. She shared that there are a couple of schools in Drayton Valley that have been declared "scent free" and if students come to school with perfume, they're put in an isolated area for the day. K. Wilkins can't assure that PSD would follow suit, but if the Division can educate students, staff and parents of the effects scents have on some people, in most cases people are reasonable and cooperative and want to be part of the solution, if requested to refrain from wearing scented perfumes, hairsprays, etc. more. Like declaring a school "peanut free", PSD would not be able to force compliance with a "scent free" school, but perhaps schools could be declared "scent aware". Kelly will take D. Bamber's concern to administration.

#### **ITEMS FOR FUTURE AGENDAS**

There were no topics requested.

#### **ADJOURNMENT**

The meeting was adjourned at 5:05 pm

#### **Next meeting date**

The next meeting is scheduled for Tuesday, 15 March 2011.