

MEMORANDUM

Date: 14 June 2011
To: Board of Trustees
From: Tim Monds – Superintendent of Schools
Originator: Kelly Wilkins, Deputy Superintendent
Subject: **Council of School Councils Minutes**

Recommendation

That the Board of Trustees receives as information, the Council of School Councils unadopted Minutes of 26 May 2011 as presented at the Regular Meeting of 14 June 2011.

/ds



**MINUTES OF THE COUNCIL OF SCHOOL COUNCILS (COSC)
MEETING HELD AT WABAMUN SCHOOL, WABAMUN, ALBERTA
ON 26 May 2011**

ATTENDANCE:

School Councils

Blueberry School
École Broxton Park School
Duffield School
Greystone Centennial Middle School
Keephills School
Stony Plain Central School
Wabamun School

Principal

Christine Janewski, Wabamun School

Board of Trustees

Trustee Kilduff
Trustee Heinrichs

Administration

Kelly Wilkins, Deputy Superintendent

Recording Secretary

Darlene Smith, Executive Secretary

1. CALL TO ORDER

Chair, Connie McKenna, called the meeting to order at 7:05 p.m. and thanked Principal, Christine Janewski, for hosting the COSC meeting at Wabamun School.

2. APPROVAL OF THE AGENDA

Moved by Jenn Rasmussen that the Agenda be approved as amended.

- Move Agenda Item #6 further down.
- Add under New Business: Setting dates for 2011/2012

CARRIED

3. APPROVAL OF THE MINUTES OF 17 MARCH 2011

Moved by Rhonda Schumm that the Minutes of 17 March 2011 be approved as amended.

- Change location of school from Millgrove School to Duffield School

CARRIED

4. ASCA AGM Feedback (Rhonda Schumm)

- Rhonda commented that the process for getting proxy votes was cumbersome. PSD had 85% of its schools represented at conference, which is great!
- Feedback from people who attended ASCA AGM:
 - Keephills' rep. enjoyed the Minister's speech and the sessions she attended (School Funding, Bullying) but felt the AB ED session on AISI provided very little information.
 - The resolution brought forward by Keephills School Council regarding highway signage was voted down. Trustee Kilduff recommended going back to the drawing board. There was a misconception that the resolution was

more of a transportation issue not a safety issue. Resolution will have to be reworded to clearly address the issue.

- The business (procedures) portion of the AGM was flawed. The new facilitator lacked skills necessary to run a meeting and she should have been better prepared. The meeting was a little disjointed.
- Greystone Centennial's rep would have liked to see more resources available for parents.
- Rhonda encouraged people to bring suggestions to her for next year's ASCA

5. Board Report (Trustee Kilduff)

- As per discussion at March 17, 2011 COSC meeting, Trustee Kilduff invited Trustee Ron Heinrichs, Ward 1 to tonight's meeting.
- Board of Trustees is disappointed with recent announcement that Parkland will not get one of 22 new schools being built in the province. The Board will have to regroup and come up with new tactics to let province know of our urgent need for an additional school in Spruce Grove.
- Announcements about six new Principalships were made this week. PSD is ever so excited to work with school communities, folks who are interested in growth and change, making sure right people are on the bus, in the right seat. PSD can attract and retain very good people.
- Keephills feels overwhelmed with the fact they have had 5 new Principals in 7 years. They feel like their school is a revolving door for Principals. It is difficult each time a new Principal is hired and it takes time for each to learn the culture of the school. Mrs. Wilkins assured that whoever becomes Principal, will be the right one who is on side.
- With respect to declining enrolment at Keephills – the Board is very interested in the viability of all schools. System Review process has identified additional priority areas that Board has committed to looking at. There is an understanding and appreciation for each unique school culture. The Board is committed to keeping schools open.
- PSD hasn't set the budget yet, so Trustee Kilduff can't comment on reduction of staff. Mrs. Wilkins has reviewed staffing with 21 schools, and guesstimates we won't see a trend of significant growth or decline. Staff numbers will level out and look pretty much the same for the 2011-2012 school year. Generally PSD lays off 20 support staff each June and many are rehired in September. Schools have had to look at using their reserves in order to maintain staffing levels. Of course, that can't be done year after year. This may be the last year of minor changes. Reserves are running thin.

6. Direction & Purpose of COSC – Trustee Dorcas Kilduff

One of COSC's purposes is to give input and gather feedback on some very pertinent issues.

How well equipped do you feel about getting information out and gathering information?

- Not well equipped at all. Parent email addresses are not always made available to School Councils.
- It was noted that the FOIP form now has an area that parents can check that allows the school to release student information/email addresses to its School Council.

- Perhaps have teachers send out notices, via their class parent email group list.

Are there barriers to the flow of information?

- Principals may not feel information is appropriate to send.
- Principals need to be educated about the importance of School Councils/COSC.
- Trustee/s and Sr. Admin sitting at table – Board appreciates their comments and the involvement of School Councils is part & parcel of conversations with administrators, teachers, new teachers. Important to hear your voices.

How can we better prepare our members to do this?

- Each council bring communication strategies that work in your school, share with COSC members.
- Create email accounts for each school council, which chair would be responsible to check.

7. Three Year Education Plans / AERRs (Division Level)

- Historically, Principals will ask for input from School Councils when developing their school's Education Plans.
- The Board of Trustees also develops a Three Year Education Plan / Annual Educations Results Report for Parkland School Division that will be submitted to Alberta Education in November. Does COSC want an opportunity to provide input toward the Division Ed Plan?
- Does COSC need to be educated about the process, what questions to ask?

8. Preparing for Fall 2011

Rhonda Schumm indicated that ASCA will do a workshop for Parkland School Division School Councils in the Fall which will address the functions and direction of COSC.

9. School Council Year End Reports – Councils were reminded to complete a School Council Year End Report describing what their school council did this year. These are due to the Board of Trustees September 30.

10. Volunteer Recruitment / Retainment Strategies – Rhonda Schumm will enquire if ASCA has a workshop that deals with recruiting and retainment of school council members.

11. Evaluation

This item was addressed through Item #7 Direction & Purpose of COSC - group activity. When asked if PSD's ASCA membership was beneficial, everyone felt it was.

11a. Dates 3rd Thursday (5 meetings).

Some schools were unable to send reps to the COSC meetings this year because the dates conflicted with their school council meetings. Dorcas indicated that she would like to map out when all schools have their school council meeting and perhaps come up with dates where all schools can send a representative to the COSC meetings. It was recommended that for the first meeting of the 2011-2012 school year that all School Council Chairs & Principals be invited for networking and brainstorming activities.

12. Adjournment

The meeting was adjourned at 9:10 pm