

Committee of
School Councils

Meeting Agenda

In-Person and [Virtual Meeting](#)
 Central Services Office, boardroom
 683 Wye Rd., Sherwood Park, AB
 Wednesday, Nov. 6, 2024
 6:30 p.m.

| Time | Agenda | Presented by |
|-----------|--|---|
| 6:30 p.m. | Opening Remarks and Welcome | Stephanie Stoddard, COSC Chair |
| 6:31 p.m. | Land Acknowledgement | Stephanie Stoddard, COSC Chair |
| 6:32 p.m. | Introductions | All |
| 6:35 p.m. | Motions <ul style="list-style-type: none"> a. additions to the agenda b. agenda approval c. approval of minutes: Oct. 2, 2024 | Stephanie Stoddard, COSC Chair |
| 6:40 p.m. | Board Report | Cathy Allen, EIPS Board Chair |
| 7:10 p.m. | ATA Report | Deneen Zielke, President, ATA Local No. 28 |
| 7:20 p.m. | For Information <ul style="list-style-type: none"> a. ASCA update b. Caregiver Series: November c. School Council Engagement Grant | Stephanie Stoddard, COSC Chair |
| 7:30 p.m. | COSC Sharing <ul style="list-style-type: none"> a. Mentorship opportunities | All |
| 8 p.m. | New Business <ul style="list-style-type: none"> a. EIPS Assurance Review: What it is and how to read your school's result | Marcus Reed, Director of Specialized Supports |

Electronic Handouts

COSC Minutes
 Board Highlights
 Caregiver Series
 School Council Engagement Grant Process

Next Meeting:

Wednesday, Jan. 8, 2024



UNRATIFIED

MEETING MINUTES

Elk Island Public Schools, in-person and virtual meeting

Oct. 2, 2024 | 6:30 p.m.

Committee of
School Councils

In Attendance

SCHOOL COUNCIL EXECUTIVE

Chair: Stephanie Stoddard, Fort Saskatchewan Elementary

Vice-Chair: Michelle Uytterhagen, Fultonvale Elementary Junior High

Secretary: Andrea Brown, École Campbelltown

SCHOOL COUNCIL MEMBERS

Amanda Shand, École Parc Élémentaire
Anne Wasylyshen, Ardrossan Junior Senior High
April Childs, Lakeland Ridge and Salisbury Composite High
Becky Mitchell, Sherwood Heights Junior High
Brian Vick, F.R. Haythorne Junior High
Christan Rasmussen, Westboro Elementary
Deanna Metro, Ardrossan Elementary
Deanna Sievers, SouthPointe School
Jacquie Surgenor Gaglione, Salisbury Composite High
Jennie March, Ardrossan Junior Senior High
Jordana Feist, James Mowat Elementary
Kilby Ritchie, Wes Hosford Elementary
Kim Scott, Sherwood Heights Junior High and Salisbury Composite High
Krista Scott, Bev Facey Community High
Leanna Bechtel, Fort Saskatchewan Christian
Leanne Seelochan, SCA Secondary
Lindsey Heerema, SCA Elementary
Lora Slobodian, Brentwood Elementary
Marco Candia, Woodbridge Farms Elementary

Shelley Wiebe, A.L. Horton Elementary
Tasha Kennedy, SouthPointe School
Tawnia McQueen, Wes Hosford Elementary
Teresa Bladon, Lakeland Ridge
Tom Sunderland, Bev Facey Community High

ELK ISLAND PUBLIC SCHOOLS BOARD OF TRUSTEES

Cathy Allen, Chair
Colleen Holowaychuk, Trustee
Trina Boymook, Trustee

ELK ISLAND PUBLIC SCHOOLS

Sandra Stoddard, Superintendent
Ryan Marshall, Associate Superintendent
Deneen Zielke, ATA Local No. 28 President
Corrie Fletcher, Communication Services
Emma Small, Communication Services

GUEST SPEAKERS

Suzanne Lynch, ASCA Instructor
Shelley Odishaw, ASCA Instructor

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

LAND ACKNOWLEDGEMENT

Past COSC Chair Jacquie Surgenor Gaglione provided the land acknowledgement.

COSC ORGANIZATIONAL MEETING

Past COSC Chair Kendra Roemer was unable to attend the meeting, so past COSC Chair Surgenor Gaglione called the election for the position of Chair for the 2024-25 school year. Stephanie Stoddard was acclaimed Chair. As COSC Chair Stoddard attended virtually, past COSC Chair Surgenor Gaglione continued to run the meeting and called the election for the position of Vice-Chair and Secretary for the 2024-25 school year. Michelle Uytterhagen was acclaimed Vice-Chair and Andrea Brown was acclaimed Secretary.

MOTION | To accept the positions the Chair, Vice-Chair and Secretary as acclaimed.

MOTION CARRIED

COSC PLANNING

For 2024-25, COSC meetings will be held on the first Wednesday of the month—October, November, January, February, March, April and May. Meetings will take place in person and virtually from 6:30 p.m. to 8:30 p.m. During bad weather, meetings may take place entirely virtual.

COSC members also discussed potential agenda topics for the 2024-25 year:

- Advocacy surrounding public education
- Artificial intelligence (AI) in schools
- Mentorship
- Parental engagement
- Pilot projects the Division is exploring
- School council three-year plans
- School fee development
- The public education funding model and three-year weighted moving average

AGENDA

Past COSC Chair Surgenor Gaglione called for additions or deletions to the agenda.

MOTION | The agenda be adopted, as circulated.

MOTION CARRIED

APPROVAL OF MINUTES

Past COSC Chair Surgenor Gaglione called for approval of the May 1, 2024 meeting minutes.

MOTION | The minutes be approved, as circulated.

MOTION CARRIED

New Business

ASCA PRESENTATION: THE WORK OF SCHOOL COUNCIL – Suzanne Lynch, ASCA Instructor and Shelley Odishaw, ASCA Instructor

- Lynch presented while Odishaw shadowed her. Lynch explained the role of the school council is to be the advisory body to school administration and the Board of Trustees.
- Any personal matters must follow the appropriate chain of command—starting with the teacher, then to school administration and then to the Board, if necessary. A more detailed explanation can be found in [Alberta Education's Business Plan](#).
- Communicating is a major aspect of school council—good dialogue goes both ways. Encourage communication with families in your schools through listening, engagement, representation in surveys, providing advice, assisting in class, fundraising and chaperoning.
 - A secondary group must be used to fund your school, which is called a fundraising society. Fundraising cannot be managed by the school council.

- Regarding social media accounts and school councils, share information only and disable or monitor comments. Post helpful links for parents, such as the [Education Act](#).
- Creating an annual school council meeting agenda for framework and goals may also be prudent. Keep the agenda to a one-year limit to make it simple.
- ASCA will be returning in February for another presentation. All EIPS school councils have an ASCA membership for the 2024-25 school year. Feel free to log into the [Members Only section](#) on the ASCA website for presentations, templates and more to help your school council be successful.

Board Report

Board Chair Allen presented the Board Report.

HIGHLIGHTS:

- Board Chair Allen welcomed all attendees to the first COSC meeting of 2024-25. It's the fifth week of the school year, and the summer break feels like ages ago.
- EIPS Facility Services completed great work during the summer. The schools were prime to welcome students and staff back for another year of learning.
- EIPS has a tighter budget this year—in part because there's no additional funding to cover inflationary costs, such as utilities, employee benefits and insurance premiums. EIPS administration continues to monitor the Division's operating and capital reserves, and the Board will make the best budgetary decisions to support student learning.
- During the summer, EIPS received an added \$1.6 million in one-time funding from the province. Of that, \$50,000 was allocated to Next Step, \$66,130 went to the Educational Assistant Capacity Building Project and the remainder was allocated to schools throughout the Division, based on a classroom complexity algorithm to ensure equitable access.
- The Board rescinded Board Policy 24: Personal Communication Devices. The essence of the policy is now reflected in [Administrative Procedure 145: Use of Personal Mobile Devices](#).
- EIPS did not receive funding from the School Construction Accelerator Program announced by Alberta Education. The new schools, replacement schools and new modulars will be most welcomed in Alberta school divisions to address enrolment pressures and ageing infrastructure. EIPS will continue to advocate for its Capital Plan requests. The number one request is a grades 7-12 replacement school for Fort Saskatchewan High and Rudolph Hennig Junior High. The number two request is a replacement school for James Mowat Elementary.
- Students, parents, caregivers, staff and community members will have the opportunity to provide suggestions for the name of the replacement school in Sherwood Park. An online survey will be available this fall. The Board will consider the suggestions and make a motion for the name of the school at the Board Meeting in December.
- The Board reviewed extensive research on the impact collaboration and professional learning have on student achievement. The research clearly demonstrates teacher collaboration enhances collective efficacy, pedagogical practices and student outcomes.
 - Given a key EIPS priority is enhancing growth and success for all students, the Board wants to explore alternative Division calendars that embed formal collaboration time. All EIPS stakeholders will have the opportunity to provide feedback about the possible calendar options. An online survey will be sent to stakeholders in October.
- EIPS will be developing a transition strategy for secondary students relocating to Salisbury Composite High for French Immersion and Lakeland Ridge area students who are redesignated to Bev Facey Community High, effective when the new Sherwood Park replacement school opens in 2026-27. The Division plans to consult with all impacted stakeholders to develop an effective transition plan, starting in fall 2024. Consultations will include working-group meetings, online surveys with staff and school families, student engagements and a public consultation with stakeholders to fine-tune the draft plan. A final transition plan is expected in spring 2025.

ATA Report

ATA Local No. 28 President Deneen Zielke presented the ATA report.

HIGHLIGHTS:

- Zielke said it's been a busy few weeks in classrooms, and everyone seems settled in now. She hoped everyone was heading outdoors and enjoying the fall weather.
- This year, the ATA is focusing on advocating for support from the provincial government to adequately fund public education.
 - Alberta Education has made recent announcements regarding [funding for charter and private schools](#). Both types of schools will receive more taxpayer dollars, which indicates how difficult the ATA's goal will be this year.
 - Zielke emphasized how education provides a level playing field and all children in the province deserve the same opportunities.
 - Zielke is planning to work with other ATA Locals in the area to engage members and send a strong message that spending the least money per student in the country is not acceptable.
- Zielke said if COSC members are interested in supporting the ATA, they can contact her.
- The Local will be welcoming new teachers to the profession at its induction celebration at the Faculty Club of the University of Alberta on November 8. Zielke always looks forward to this event.

For Information

CAREGIVER SERIES UPDATE – Jacquie Surgenor Gaglione, Past COSC Chair

- The [October Caregiver Series](#) schedule is now available.
- Offered through Recovery Alberta, the sessions are informative and valuable.
- Past COSC Chair Surgenor Gaglione encouraged members to review the [October Caregiver Series](#) calendar.

COSC OPERATING PROCEDURES – Jacquie Surgenor Gaglione, Past COSC Chair

- Past COSC Chair Surgenor Gaglione told COSC members they can read through the [COSC Operating Procedures](#), available on the EIPS website. The procedures are informative for members new to COSC but are also a good refresher for returning members.

SCHOOL COUNCIL ENGAGEMENT GRANT – Emma Small, COSC Liaison

- Small outlined the process for how the Division is administering the [Alberta School Council Engagement Grant](#). Every school council is receiving \$500 from Alberta Education to use toward engagement activities. Councils will also receive any unused funds from previous years to use in the 2024-25 school year.
- The first step is for school councils to fill out a contact form. Alberta Education needs this information from EIPS to allocate funds to school councils. The deadline to complete the form is October 25.

COMMENTS AND QUESTIONS

Question: We were told to use our funds up last year. Yet, the grant funds have rolled over again this year?

Answer: Yes. We still encourage school councils to use up their grant funds in the current school year, because we cannot guarantee that the funds will keep being rolled over from year-to-year. Alberta Education may take the funds back if they're not being used.

MEETING ADJOURNED AT 8:34 P.M.

Next COSC Meeting

DATE: Nov. 6, 2024

TIME: 6:30 p.m. to 8:30 p.m.

LOCATION: EIPS Central Services building, boardroom. Also hosted virtually on Zoom.

OCT. 17, 2024

Chair's Report

RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- On October 2, trustees hosted a Meet-and-Greet with the Committee of School Councils (COSC) and school administrators, followed by the first COSC meeting of the school year. The Board's looking forward to another great year of discussions with COSC members.
- On October 4, trustees participated in a virtual information session put on by the Alberta School Boards Association (ASBA). The focus: the *Municipal Affairs Statutes Amendment Act* and how the amendments impact the next municipal election.
- On October 16, trustees attended a Sherwood Park and District Chamber of Commerce Luncheon, featuring a presentation by Mark Plamondon, the Executive Director of Alberta's Industrial Heartland Association. Plamondon discussed EIPS' work to move forward with a collegiate-style school in Fort Saskatchewan and recent updates related to the region's growth and incoming sectors.

NATIONAL DAY OF TRUTH AND RECONCILIATION

National Day of Truth and Reconciliation took place on September 30. The day is intended to remind Canadians about the history of residential schools, remember the victims and honour the survivors. Throughout EIPS, schools spent the week leading up to the National Day for Truth and Reconciliation engaging in activities to help deepen knowledge and understanding related to Indigenous of the history of First Nations, Inuit and Meis Peoples. Observing the day, is just one of the ways EIPS is building capacity and developing opportunities to participate in reconciliation.

READ IN WEEK: 2024

Throughout the week of October 7, schools took part in Read In Week, a divisionwide initiative held annually to encourage a lifelong love of reading and to enhance literacy awareness among students, staff, families and community members. Through various activities, students spent the week learning about the importance of reading; how to choose the right book; the art of storytelling; and how stories have the power to teach lessons, broaden perspectives and foster empathy. Some of the activities included guest readers, book giveaways, book-club readings and discussions about stories. Chair Allen thanked EIPS schools for inviting trustees to be part of the week. It's always special to read to students and celebrate the love of reading.

EIPS SURVEYS: Calendar and school naming

Currently, EIPS has two surveys open for stakeholder feedback:

1. *EIPS Calendar Survey (October 10-21)*: The survey asks stakeholders to provide feedback on two possible calendar options to introduce more collaborative teacher-learner opportunities within the Division.
2. *Sherwood Park Replacement School Naming Survey (October 15-31)*: The survey asks stakeholders to offer name suggestions for the new Sherwood Park replacement school when it opens in the 2026-27 school year.

Superintendent's Report

RECENT EVENTS

Superintendent Sandra Stoddard highlighted several recent events:

- On September 26-27, the Division held a Leadership Retreat for senior administration, principals and Central Services directors. The focus: EIPS' long-term vision and ways to enhance supports, services and

academic learning. Overall, it was a productive two days. On the last day, September 27, everyone in attendance wore orange shirts to support and honour the National Day for Truth and Reconciliation.

- On October 4, EIPS held a Professional Learning Day for certificated staff. Throughout the day, staff joined various professional learning communities, working collaboratively and sharing ideas. It was interesting to watch all the different groups come together and discuss topics of interest to, ultimately, enhance their teaching practice.
- On October 4, the Board hosted a Meet-and-Greet with COSC representatives and the first COSC meeting of the year. Superintendent Stoddard said she's always impressed by how engaged members are with their child's learning, their willingness to help other school councils and advocate for education, and their interest in what's happening across the Division.

Association and Employee Relation Reports

ASBA ZONE 2/3 MEETING

Trustee Colleen Holowaychuk presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on September 20. Discussion highlights include:

- the regular ASBA reports presented by the executive;
- an engagement session on the Zone's position-statement framework and writer's guide;
- a discussion on proposed changes to the Zone's operating process;
- the Zone moved its budget approval meeting to December, as more work is needed;
- the fall general meeting takes place in Edmonton, November 17-19; and
- the next Zone meeting takes place on October 25. Agenda items include the annual general meeting and executive elections.

ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from Deneen Zielke, the Local's President.

- Currently, the ATA is accepting nominations for an Edmonton District Representative to sit on the ATA executive council to complete the rest of a two-year term. Nominations close October 31, and the by-election takes place December 9-12. Once elected, the person will work closely with EIPS, Elk Island Catholic Schools and school divisions in St. Albert and Sturgeon County.
- On October 29, the Locals' Diversity, Equity and Human Rights Committee will host a multicultural dance for members and their families. Those who attend will learn a jingle-dress dance and a Ukrainian dance, which the committee will record for teachers to share the same dances with students.
- On November 28, the Local's Women in Leadership Committee will host a book club to discuss Jody Wilson-Raybould's memoir entitled, *Indian in the Cabinet*.
- On November 8, the ATA will host the 2024 Induction Ceremony, an annual celebration to welcome new teachers to the profession. Zielke is looking forward to the event and having the Board there.

EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from Michelle Miller, the committee's Chair:

- On October 15, the ERG met for a regularly scheduled meeting.
- Members have asked when the Division plans to release the updated *EIPS Classified Handbook*. The ERG shared it expects to see the new version in late October.
- EIPS' Classified Professional Learning Day will take place on March 7. Currently, the ERG is collecting feedback from staff on the learning sessions they want offered.

- The ERG is also fielding questions from educational assistants about the recent calendar survey. Specifically, they want to ensure they, too, are part of the collaborative learning opportunities.

New Business

MODULAR CLASSROOM REQUEST: 2025-26

The Board directed EIPS administration to request funding from Alberta Education to address needed changes to several modular classroom units in the 2024-25 school year. If approved, the Division will:

- add two new modular classrooms to SouthPointe School;
- demolish two ageing modular classrooms at Westboro Elementary—followed by a site reclamation;
- replace eight modular classrooms at James Mowat Elementary; and
- at Win Ferguson Elementary, demolish eight modular classrooms and add newer units there by relocating six modular units from Wes Hosford Elementary.

EIPS hopes a decision from the province comes in early 2025.

BOARD SELF-EVALUATION

The Board approved the Board Self-Evaluation Report, which was developed on Oct. 3, 2024. Now approved, the Board will monitor the agreed priorities and actions outlined in its 2024-25 Board Work Plan.

RECEIPT OF TRUSTEE RESIGNATION

The Board accepted the resignation of Trustee Jacqueline Shotbolt, effective Oct. 31, 2024. As of that date, Shotbolt will no longer reside within the ward in which she was elected, disqualifying her as an EIPS trustee. As outlined in the *Education Act*, section 81(2), a by-election isn't required during the fourth year following a general election as long as the number of Board vacancies is less than the quorum, plus one. As such, EIPS will not hold a by-election. Instead, the remaining trustees will assume Shotbolt's duties, by modifying the 2024-25 Trustee School Liaison Representative list (see pg. 44, "[Amended 2024-25 School Contact List](#)").

BOARD COMMITTEE REPRESENTATIVE LIST

The Board approved the 2024-25 Board Committee Representative List. The Board assigns trustees to committees for liaison purposes. Trustee interests are considered for the committee placements (see pg. 45, "[Board Committee Representatives 2024-25](#)").

GOVERNANCE AND EVALUATION COMMITTEE: TERMS OF REFERENCE

The Board approved the 2024-25 Governance and Evaluation Committee terms of reference. In September, the Board approved piloting a new committee for the 2024-25 school year—the Governance and Evaluation Committee. Chair Cathy Allen, Vice-Chair Susan Miller, and trustees Trina Boymook and Colleen Holowaychuk were appointed as committee members. Since then, the committee has developed its terms of reference, which details the committee's purpose, duties, membership and meeting details (see pg. 56, "[Governance and Evaluation Committee Terms of Reference](#)").

BOARD POLICY AMENDMENTS

The Board approved amendments to the following Board Policies:

- [Policy 4: Trustee Code of Conduct](#) – The policy and “Appendix: Trustee Code of Conduct Sanctions” were repealed and replaced with a new version—written by legal counsel, to provide a more fluid process.
- [Policy 7: Board Operations](#) – The changes made align with the newly revised [Policy 4](#).
- [Policy 8: Board Committees](#) – The changes strengthen the policies' clarity, language and readability.
- [Policy 10: Policy Making](#) – The changes strengthen the policies' clarity, language and readability.

BOARD GOVERNANCE SURPLUS

The Board directed administration to allocate its governance surplus—\$39,592 as of Aug. 31, 2024—to the Leveraging Student Achievement Fund. Allocating these dollars to the Leveraging Student Achievement reserve will allow for schools to narrow the achievement gap. A plan will be discussed with the Board later in the year before these funds are used.

Reports for Information

UNAUDITED FINANCIAL REPORT: 2023-24

The Board received for information the Unaudited Financial Report for the 2023-24 school year—September 1 to August 31. The Division ended the 2023-24 school year with an overall surplus of \$3.16 million, which includes operating revenue and expenses, school-generated funds and asset retirement obligation expenditures. The surplus is more than budgeted, by \$4.21 million, primarily because of unbudgeted, one-time revenue obtained through the sale of Division IP addresses. The surplus funds increase EIPS' operating reserve—available for use in future years (see page 127, "[Unaudited Financial Report: 2023-24](#)").

UNAUDITED ACCUMULATED SURPLUS

The Board received for information the Unaudited Accumulated Surplus Report as of Aug. 31, 2024. The Division's accumulated surplus totals \$11.5 million, which includes investment in:

- Board-funded tangible capital assets (\$7.75 million);
- the asset retirement obligation (-\$10.33 million);
- capital reserves (\$2.49 million); and
- unrestricted surplus, operating reserves (\$11.59 million)—below the province's maximum balance, including a one-time exception—and in excess of its recommended 1% minimum balance.

NOTE: The operating reserves include reserves from Central Services (\$627,000), schools (\$944,000) and the school-generated fund (\$2.28 million).

Also, included in the operating reserves is the Division Unallocated Reserve, which EIPS maintains to cover emergent issues, manage price fluctuations and stabilize funding in the future. The Division Unallocated Reserve is at \$7.35 million. As such, the net reserve transfer for 2023-24 is \$5.2 million, which includes an operating surplus of \$4.18 million and a surplus of \$1.02 million from current-year transactions for unsupported capital assets (see page 144, "[Unaudited Accumulated Surplus at Aug. 31, 2024](#)").

Following the report, the Board approved the motion: "that the Board of Trustees direct the Superintendent to create a draft Administration Procedure that outlines processes and guidelines for the accumulation, use and carry-over of school generated funds, to be brought to January 9 Caucus meeting for feedback."

Committee Report

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on October 1. The committee reviewed seven policies—4, 7, 8, 10, 12, 13 and 14. During the October Board meeting, trustees approved the committee's recommended amendments to policies 7, 8 and 10, and approved repealing and replacing Policy 4. Meanwhile, policies 12, 13 and 14 were reviewed and deferred to a later meeting.



BOARD HIGHLIGHTS

GOVERNANCE AND EVALUATION COMMITTEE

The Board received for information a report from the Governance and Evaluation Committee meeting held on October 1. The committee developed a draft term of reference, which the Board approved earlier during the October 17 Board meeting.

Trustee Notices of Motion and Requests for Information

Vice-Chair Susan Miller requested an update on the Division's transition plans for the relocation of the senior high French Immersion program—moving to Salisbury Composite High from Ardrossan Junior Senior High in 2026-27.

Trustee Ralph SoroChan requested an update on the Division's First Nations, Metis and Inuit programming. The Division will provide the update in the 2023-24 Annual Education Results Report, coming to the Board for approval in November.

Board Members

Cathy Allen, *Chair* | Susan Miller, *Vice-Chair* | Trina Boymook | Randy Footz | Colleen Holowaychuk | Don Irwin | Jim Seutter | Jacqueline Shotbolt | Ralph SoroChan

FOR MORE INFORMATION CONTACT:

Cathy Allen, *Board Chair* | P 780 417 8109

Laura McNabb, *Director, Communication Services* | P 780 417 8204

www.eips.ca | Twitter: [@eips](https://twitter.com/eips) | Facebook: [elkislandpublicschools](https://www.facebook.com/elkislandpublicschools)

Caregiver Education Team Newsletter

November/December 2024



Alberta Health Services is proud to offer FREE online programming to caregivers of school-age children and youth as well as adults in the community who want to learn more about addiction and mental health topics.

Sessions are offered online through the Zoom conferencing application. A link to access the online session will be sent by email to those who have registered for the session.

Caregiver Education Sessions

Parenting Teens in the 21st Century

Respectful Limit Setting for Adolescents

For parents and caregivers supporting teens in grades 7-12.

Part 1:

Wednesday, November 13
12:00 – 1:00 pm

Part 2:

Wednesday, November 20
12:00 – 1:00 pm

Building Executive Functioning Skills

Supporting Success in Learning

For parents and caregivers of children in grades K-6

Part 1:

Monday, December 2
12:00 – 1:00 pm

Part 2:

Monday, December 9
12:00 – 1:00 pm

Adult Education Sessions

Wellness Exchange Series

For adults supporting their own wellness or the wellness of a loved one.

Part 5 - Healthy Connections:

Wednesday, November 6
6:00 – 7:30 pm

More than Just a Bad Day

Understanding Depression

For adults supporting their own wellness or the wellness of youth (grades 7-12)

Tuesday, November 26
12:00 – 1:00 pm

Adult Education Sessions

Silver Linings

For adults supporting their own wellness or the wellness of a loved

Part 1:

Thursday, December 5
12:00 – 1:00 pm

Part 2:

Thursday, December 12
12:00 – 1:00 pm

Participant Feedback

“Thank you for a well-structured, informative session. It was a great reflection.”

“Great information on an important topic!”



Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Caregiver Education Sessions

November/December 2024



These free sessions are intended to provide parents, caregivers, and community members with information regarding addiction and mental health challenges that can affect children and youth. When topics are presented as a series, participants can attend one or all sessions.

Parenting Teens in the 21st Century Respectful Limit Setting for Adolescents

In these sessions, we will explore the challenges of being a teenager and the importance of the parent/teen relationship. We will continue to look at ways to increase communication and understanding around healthy boundaries with your teen.

Part 1: Teen Development and Challenges

In this one-hour Lunch & Learn webinar, we will look the challenges of both being and raising a teenager. We will look at some of the unique factors that today's teens face and how their development in these key years impacts their behaviours and relationships.

Date: Wednesday, November 13, 2024

Time: 12:00 – 1:00 pm

For caregivers of youth grades 7-12, for adults only.

Part 2: Parent Responsiveness

In this one-hour Lunch & Learn webinar, we will discuss parenting strategies to promote healthy teenage development with a focus on relationship, communication, and respectful limit setting.

Date: Wednesday, November 20, 2024

Time: 12:00 – 1:00 pm

For caregivers of youth grades 7-12, for adults only.

Registration

Sessions are offered online through the Zoom conferencing application.

A link to access the online session will be sent by email to those who have registered for the session.

To register, click [HERE](#) or go to:

www.cyfcaregivereducation.ca

Participant Feedback:

“...always appreciate the presenters' level of understanding of the topic they are presenting.”

“[The facilitators] present clearly, I can follow them easily. The one-hour lunch and learn presentations are a great way to learn.”



Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

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Caregiver Education Sessions

November/December 2024



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Building Executive Functioning Skills Supporting Success in Learning

In these Lunch & Learn webinars, we will review and discuss ways to support the development of your child's executive skills such as working memory, inhibition, and mental flexibility.

Part 1: The Impact of Executive Functioning

In this session, we will look at what executive functions are, their importance in our daily lives, and how executive skill difficulties may impact our children.

Date: Monday, December 2, 2024

12:00 – 1:00 pm

For caregivers of children in grades K-6; for adults only.

Part 2: Supporting Executive Functioning Development

In this session, we will focus on three foundational executive functions and strategies for supporting our children as they grow in their skills.

Date: Monday, December 9, 2024

12:00 – 1:00 pm

For caregivers of children in grades K-6; for adults only.

Participant Feedback:

“I am very grateful for the time and resources provided, any information and direction is appreciated to help with helping my [child].”

“Keep up the good work.”

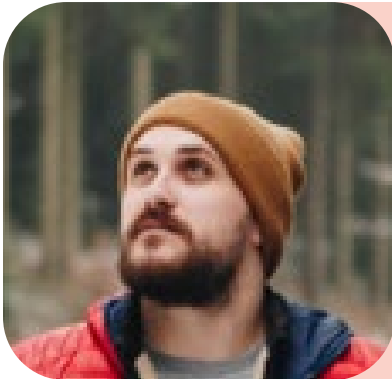


Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Adult Education Sessions

November/December 2024



These free adult sessions are intended to provide community members with information and strategies regarding addiction and mental health challenges that can affect us all. When topics are presented as a series, participants can attend one or all sessions.

Registration:

Sessions are offered online through the Zoom conferencing application.

A link to access the online session will be sent by email to those who have registered for the session.

To register, click [HERE](#) or go to:

www.cyfcaregivereducation.ca

Wellness Exchange Series

The goal of Wellness Exchange Workshops is to help increase our ability to cope with change, build resilience, and improve our overall well-being.

Session 5: Healthy Connections

In this session, we will look at ways we can build and maintain our healthy connections to increase our confidence, provide us with a sense of belonging, reduce isolation, and build our coping skills and increase our resiliency.

Date: Wednesday, November 6, 2024

Time: 6:00 – 7:30 pm

For adults supporting their own wellness or the wellness of a loved one.

More than Just a Bad Day Understanding Depression

In this session, we will discuss what mental health is, the difference between sadness and depression, and common signs and symptoms of depression. Treatment options and supportive strategies for coping and support will be shared.

Date: Tuesday, November 26, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of a loved one.

Participant Feedback:

“Thank you for presenting this session!”

“Really beautifully prepared and presented...gorgeous slides, good pace, interactive (just enough and not overly)...”

“I enjoyed the delivery to both presenters. Thank you very much, great work!”



Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Adult Education Sessions

November/December 2024



These free adult sessions are intended to provide community members with information and strategies regarding addiction and mental health challenges that can affect us all. When topics are presented as a series, participants can attend one or all sessions.

Silver Linings

Supporting Wellness in the Later Years

As we age, we may face many stressors and challenges - we may not be as strong as we used to be, we may experience medical illnesses and loss associated with roles and loved ones. We may become lonelier, or it may be harder to cope with life transitions. This series will provide a basic overview of mental health challenges that older adults may face and some coping strategies and supports that can be used to overcome the stressors contributing to these challenges.

Part 1:

In this session, we will look closer at the common mental health challenges older adults face and some of the causes contributing to these challenges.

Date: Thursday, December 5, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of a loved one.

Part 2:

In the session, we explore helpful strategies and supports that promote mental health wellbeing in older adults.

Date: Thursday, December 12, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of a loved one.

Registration:

Sessions are offered online through the Zoom conferencing application.

A link to access the online session will be sent by email to those who have registered for the session.

To register, click [HERE](#) or go to:

www.cyfcaregivereducation.ca

Participant Feedback:

“Very informative and helpful.”

“This education series is a good idea. I hope it continues for a long time.”

“I like the interactive learning.”



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ALBERTA SCHOOL COUNCIL ENGAGEMENT GRANT

PROCESS

1

CONTACT FORM

Elk Island Public Schools (EIPS) collects contact information from school councils by **October 25**. School councils complete a **contact form** with their school name, school council chair, email address and permission to share this information with Alberta Education. Most importantly, this form allows EIPS to make an application to the province for the grant funds.



2

GRANT APPLICATION

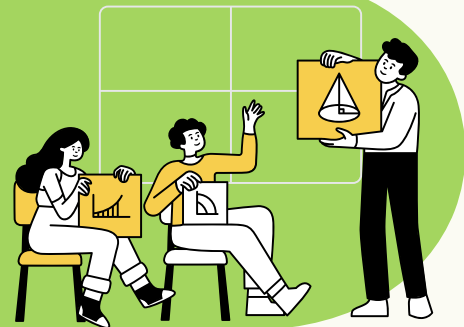
After the November COSC meeting, school councils receive an application directly to the email address provided in the contact form. The application asks for general school council information and how school councils plan to use the grant. School councils are encouraged to complete the application form by **December 31**.

The Alberta School Councils' Association's (ASCA) **learning opportunities** and **support services** are acceptable options for grant money. For 2024-25, councils receive a 25 per cent discount for these learning opportunities.

3

GRANT APPROVAL

After school councils apply, they must wait to receive approval from the Committee of School Councils Chair. School councils receive an email when they have approval. Once approved, councils can go ahead with their plans for the grant.



4

GRANT ACTIVITIES AND PAYMENT REQUEST FORM

School councils use their grant funds. They then complete a payment request form to have invoices paid or receipts reimbursed from these activities. Multiple payment request forms can be completed. Councils will contact COSC Liaison **Emma Small** for a link to the payment request form. Payment should be completed by **June 30**.





ALBERTA SCHOOL COUNCIL ENGAGEMENT GRANT

FAQS

WHAT ACTIVITIES ARE GRANT ELIGIBLE?

- Workshops for parents to increase capacity for school council members;
- Information sessions on how parents can support student learning at home and at school;
- Parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.;
- Programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Métis and Inuit learners;
- Parent resources and tools in multiple languages;
- Events to engage parents on important local issues;
- Conference fees;
- Parent engagement in promoting the value of arts; and
- Trainer/facilitator costs for the professional development, workshops or sessions associated with the above.

WHAT ARE NON-ALLOWABLE GRANT EXPENSES?

- Entertainment costs, meals, snacks, other food;
- No capital asset purchases;
- Activities that took place in a prior school year;
- Organization memberships;
- Fundraising events;
- Prizes or incentives to parents and/or students;
- Payment to school board staff including honoraria, gifts; and
- Entertainment activities such as barbecues, volunteer teas, movie nights, dances, concerts or performances, etc.

WHAT HAVE COUNCILS USED THE GRANT FOR IN THE PAST?

- ASCA workshops
- ASCA Conference and AGM
- ASCA support services for creating or editing bylaws
- Books for a parent resource library
- Family nights surrounding literacy, numeracy, or First Nations, Métis and Inuit education
- Parent information sessions with subject matter experts on artificial intelligence, mental health, wellness and more
- Saffron Centre workshops
- Website development

HOW CAN MY COUNCIL PAY FOR A GRANT ACTIVITY?

- Get an invoice from the organization that we'll pay on your behalf.
- Pay out of pocket and we'll reimburse you.
- Have the school pay and we'll reimburse them.

WHEN WILL AN INVOICE BE PAID OR A RECEIPT REIMBURSED?

- We'll pay an invoice within 30 business days of processing it.
- You'll be reimbursed within 10 business days of us receiving the payment form.