



Spring General School Councils Meeting

Meeting Type : School Councils Meeting

Date : Tuesday, March 24, 2015

Start time : 6:00 PM

Location : Sexsmith Secondary School Cafeteria

Call to Order	The Spring Council of School Council Meeting was called to order at 6:45 p.m.
Welcome and Introductions	Dana McIntosh, Board Chair, introduced the Board and Executive.
Division Update	The Division Update for March 24, 2015 was distributed and discussed. Here is a link: http://bit.ly/PWSD-Update-March2015
AGM School Councils Conference	Tyla Savard, Provincial Director, ASCA provided information about the conference and the AGM. The Alberta School Councils' Association Conference and Annual General Meeting will be held from April 24 to 26 in Edmonton. She encouraged participation attendance at the conference and recommended that attendees take advantage of the free transportation provided by PWSD. Travelling on the bus provides great opportunities for networking and collaboration. Ms. Savard reviewed the resolutions and bylaw changes. She recommended that schools that are unable to send a delegate to the conference submit their proxy votes with schools that are attending. Some of the schools that indicating they were attending include: Woking, Helen E. Taylor, Wembley, Clairmont and Ridgevalley.
Student Leadership Initiative	Katie Douglas, Grade 11 student at Beaverlodge Regional High School and member of the Alberta Speak Out Student Engagement Initiative, presented on plans for a district wide Student Leadership Initiative. Each school with students in grade 8 or higher will send representatives to the first meeting, scheduled for May 5 with a follow up meeting in October. Principals will determine the process for choosing their school representatives, the Initiative requires a broad representation of students that are motivated to create change. Some of the things these students may do include working with leadership teams at their schools and hosting student forums. Meeting attendees suggested that students may want to join their school council as a student representative and that it would be good

to develop a communication mechanism to include schools that are not represented due to grade configuration.

**Comprehensive
School Health
Initiative**

Shawn O'Shea (CCS Principal) and Barb Arend (Teepee Creek Principal), members of the Comprehensive School Health Team, presented highlights of the program from throughout the district. See the attached documents 'Exciting Things Happening In Peace Wapiti Schools' and the PowerPoint, 'Welcome to Comprehensive School Health'. A brief video, 'Comprehensive School Health in a Nutshell' (<https://www.youtube.com/watch?v=NjvtnH3zhxl>) was shown.

Adjournment

The meeting adjourned at 7:45 p.m.



**PEACE WAPITI PUBLIC
SCHOOL DIVISION NO. 76**
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Name	School	Parent	Principal	Teacher	Central Office	Trustee	Other
Bob Knufl						✓	
Natalie Cochran	Woking	✓					✓
Stephani Wales	Harry Balfour	✓					
Tarla Krawstopf	Wembley Elem.	✓					
Kerri Toope	Wembley Elem.	✓					
Danele Boychuk	Woking		✓				
Patti Nichol	HRS		✓				
Ralph Paguin					✓		
Dana McIntosh	PWSD					✓	
Naureen Stamp	BRHS	✓					
Erika Stamp	✓						✓
Katie Douglas	BRHS						✓
Lufena Xue	PWSD						✓



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Name	School	Parent	Principal	Teacher	Central Office	Trustee	Other
Stacy Floren	RWZ / SSS	✓		✓			
Eunice Moyer	BRHS	✓					
Jack Wenrmouth	PWA	✓					
Mae Sitek	RWZ	✓					
Darren Lamy	Harry Balfour		✓				
Lynda Mills	HET		✓				
Adyne Bell	Clairmont	✓					
BRANDI ERWO	Clairmont	✓					
Terry Fast	La Glace		✓				
Trina Wright	Penson	✓	✓				
Terry Patterson	Eggleston						
Wanda Gerard	PWA	.	✓				
JoAnn Vanstone.					✓		
Stacey Pelland						✓	
Sharilyn Anderson						✓	
Dale Uman						✓	



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Name	School	Parent	Principal	Teacher	Central Office	Trustee	Other
Casey Brown	Rycroft		✓				
Paul Auld	Jeppes Creek		✓				
Jess Jacobson	HRS.					✓	
Tracy Brown	Rycroft	✓					
Holly Gould	HRS		VP	✓			
Kim Moodie						✓	
Barry DeFord	RVS		VP			✓	
Edi Harden	RUS			✓			
Terri Hatch	Bezanson	✓					
Penny Rose	RVS		✓				
Ken P.	BRHS		✓				
Laurie McKeith	RWZ		✓				
Fannie Christensen	Lac la Poudre	✓					
AS	HRS		✓				
Carolyn Mary Johnson	HB	✓					



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Name	School	Parent	Principal	Teacher	Central Office	Trustee	Other
John Frey	PWA	✓					
Anna Nelson	BRHS		✓ⓑ				
Darren Albrecht	BRHS	✓					
Shawn O'Shea	CCS		✓	✓			
Kurt Elmer	CCS		✓	✓			
Tyla Savard	PWA	✓					
Lily Badger	RWC/SSS	✓					✓
Pam Kintow	Bezan	✓					
Yana Arlunt.	Penson.	✓					
Jenny McAusland	Penson		✓				
Step	Trustee					✓	
Jason Cartfield	Pave		✓				
Randy Hopkins	BEZANSON		✓				



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Name	School	Parent	Principal	Teacher	Central Office	Trustee	Other
Karen Chenek					✓		
Bob Stewart					✓		
Mark Davidson					✓		
Sheldon Rowe					✓		

APPENDIX
Education Act
SCHOOL COUNCILS REGULATION

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Definitions

1 In this Regulation,

- (a) “early childhood services program” means an education program provided under section 21 of the Act by a board;
- (b) “establishment meeting” means a meeting referred to in section 2;
- (c) “executive” means the executive of a school council;
- (d) “model of governance” means the process and structure used by a school council to make decisions regarding its business and affairs;
- (e) “school community” in respect of a school means
 - (i) students enrolled in the school and their parents,

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- (ii) children enrolled in an early childhood services program at the school and their parents,
 - (iii) the school staff, and
 - (iv) other persons who have an interest in the school;
- (f) “school day” means a day scheduled for the purpose of instruction, examinations or other student activities where student-teacher interaction and supervision are maintained.

Establishment meeting

2(1) If a school that is required to have a school council has no school council, the school must, within 40 days after the start of the school year, hold a meeting for the purpose of establishing a school council.

(2) If there are fewer than 5 parents in attendance at an establishment meeting or if the meeting is not successful in establishing a school council, the principal may adjourn the meeting to a later date and establish an advisory committee to carry out one or more duties or functions of a school council in the interim until a school council is established.

(3) Any advisory committee established under subsection (2) is dissolved on the establishment of a school council.

Notice of establishment meeting

3(1) If a school is required to hold an establishment meeting, the principal must give notice of the meeting to the following persons:

- (a) a parent of each student enrolled in the school;
- (b) a parent of each child enrolled in an early childhood services program at the school;
- (c) the school staff;
- (d) other members of the school community who, in the principal’s opinion, should be given notice.

(2) A notice under subsection (1) must

- (a) describe the purpose of the meeting,
- (b) set out the time, date and location of the meeting, and

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- (c) be given at least 10 school days before the date of the meeting.

(3) A notice under subsection (1) may be given by any means the principal considers appropriate, including electronic means.

(4) If an establishment meeting is adjourned under section 2(2), notice of the adjournment date must be given in accordance with this section.

Chair and secretary at establishment meeting

4 The principal must decide who is to act as the chair and who is to act as the secretary at an establishment meeting.

Agenda at establishment meeting

5(1) The persons attending an establishment meeting must

- (a) decide, subject to section 7, on the size of the school council,
- (b) decide on the model of governance for the school council,
- (c) decide, subject to subsection (2), on the term of office of each member of the school council,
- (d) elect, subject to subsection (2), the initial members of the school council referred to in section 7(1)(d),
- (e) decide, subject to section 8, on the size of the executive,
- (f) decide on the term of office of each member of the executive, and
- (g) elect the initial members of the executive.

(2) For greater certainty, but without restricting the generality of subsection (1)(a), the persons attending an establishment meeting may decide that for the purposes of section 7(1)(d), the school council may include

- (a) all parents of students enrolled in the school, and
- (b) if an early childhood services program is offered at the school, all parents of children enrolled in an early childhood services program at the school

who wish to be members.

Right to vote at establishment meeting

6 Despite section 5, only persons who attend the establishment meeting and are

- (a) parents of students enrolled in the school, or
- (b) parents of children enrolled in an early childhood services program at the school

are entitled to vote on matters raised at the meeting.

School council membership

7(1) A school council must include the following members:

- (a) the principal of the school;
- (b) at least one person who is a teacher at the school, elected or appointed by the teachers at the school;
- (c) if the school includes a senior high school program, at least one person who is a student enrolled in the high school, elected or appointed by the students enrolled in the high school;
- (d) in accordance with section 55(2) of the Act, parents of students enrolled in the school;
- (e) if an early childhood services program is offered at the school, parents of children enrolled in the program.

(2) The members of a school council referred to in subsection (1) may establish a process to appoint as members of the school council one or more persons who are not parents of students enrolled in the school but who have an interest in the school.

School council executive

8(1) A school council must have a chair and any other members of the executive determined by the persons attending an establishment meeting.

(2) A parent of a student enrolled in the school or, if an early childhood services program is offered at the school, a parent of a child enrolled in the program must be elected chair of the executive.

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(3) Despite subsection (2), a member who is not a parent referred to in subsection (2) may be elected chair of the executive if no such parent is willing to be nominated as chair.

(4) Subject to subsection (2), every member of a school council is eligible to be elected as a member of the executive.

Faith of school council members

9 Subject to any resolution passed under section 55(3) of the Act, the members of a school council may be of any faith.

Remuneration of school council members

10 No member of a school council shall receive any remuneration for acting as a member of the council.

Prohibition against incorporation

11 No school council shall incorporate under the *Societies Act* or Part 9 of the *Companies Act*.

Responsibilities of board

12(1) A board must provide the school council with an opportunity to provide advice on the development of the school's

- (a) foundation statements, if any, respecting the school's vision, principles and beliefs,
- (b) policies,
- (c) annual education plan and annual results report required by the Minister to be reported under section 67 of the Act, and
- (d) budget required to be reported under section 139 of the Act.

(2) A board must provide the school council with the results for the school from examinations and evaluations referred to in section 18(4) of the Act and an interpretation of those results.

(3) A board must at all reasonable times allow the school council free and full access to timely and accurate information of the board that is publicly available, including board policies and minutes of board meetings.

Donations

13(1) A school council may receive donations on behalf of a board but no school council shall raise funds or otherwise solicit donations in any manner that would require a gaming licence under the *Gaming and Liquor Act*.

(2) A school council must handle and report all money it receives, if any, in accordance with applicable policies and procedures of the board.

Duty to report to the board

14(1) The chair of a school council must prepare and provide to the board by September 30 of each year a report

- (a)** summarizing the activities of the school council in the previous school year, and
- (b)** detailing, in accordance with the policies referred to in section 13(2), the receipt, handling and use of any money by the school council in the previous school year.

(2) A school council must retain at the school a copy of the minutes for each meeting of the school council and make them available to the board or the public on request.

(3) A school council must retain the minutes for each meeting of the school council for at least 7 years.

Date for first meeting of school council

15 For any school year, the first meeting of the school council must be held within 20 school days after the start of the school year or as specified in the bylaws of the school council.

Suspension of school council

16(1) If a quorum is not available for a meeting of a school council and the meeting has been re-scheduled on 2 or more occasions, the board may suspend the operation of the school council until the following year.

(2) If the operation of a school council is suspended, the principal may establish an advisory committee to carry out one or more of the duties or functions of the school council until a new school council is established under subsection (3).

(3) If the operation of a school council is suspended under subsection (1), a new school council must be established within 40 school days after the start of the next school year in accordance with sections 2 to 8.

Bylaws of school council

17(1) Each school council may make bylaws respecting the conduct of its business and affairs including, without limitation, bylaws

- (a) respecting the calling of regular, special or annual meetings of the school council;
- (b) subject to section 5, respecting the election of members of the school council;
- (c) subject to section 5, respecting the election of members of the executive;
- (d) respecting the role of the chair and other members of the executive relating to the conduct of the school council's affairs;
- (e) respecting the number of times the school council must meet each year;
- (f) respecting the location of school council meetings;
- (g) respecting the number of school council members that constitutes a quorum at meetings of the school council;
- (h) respecting a conflict resolution process for internal school council disputes.

(2) A bylaw under subsection (1) does not come into force unless it is approved by a majority of

- (a) parents of students enrolled in the school, and
- (b) parents of children enrolled in an early childhood services program at the school

who vote at a special meeting of the school council called for that purpose.

(3) The bylaws continue in force from year to year unless

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- (a) they are amended at a special meeting of the school council called for that purpose, and
- (b) the amendment is approved in accordance with subsection (2).

Fees prohibited

18 No school council shall be charged a fee for the use of the school or school facilities for the purpose of holding a meeting of the school council.

Exemptions

19 The following are exempt from the application of section 55 of the Act and this Regulation:

- (a) a school for resident students of the Government as described in section 4(6) of the Act that is provided in an institution approved by the Minister;
- (b) a school for students that is provided in an institution approved by the Minister.

Transitional

20(1) In this section, “former regulation” means the *School Councils Regulation* (AR 113/2007).

(2) A school council established under the former regulation is deemed to have been established under this Regulation.

(3) A member of a school council referred to in subsection (2) continues to serve in the same capacity under this Regulation.

(4) Bylaws made by a school council under the former regulation continue in force as if made under this Regulation, except to the extent of any inconsistency with the Act or this Regulation.

Repeal

21 The *School Councils Regulation* (AR 113/2007) is repealed.

Expiry

22 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on August 31, 2025.

Coming into force

23 This Regulation comes into force on the coming into force of the *Education Act*.



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Policy JC – School Councils
Exhibit 2- School Councils Timeline

School Councils Timeline for Principals

Date	Task	Legal Requirement
Sept	Hold First Meeting of the Year (if you have a council from last year)	For any school year, the first meeting of the school council must be held within 20 school days after the start of the school year or as specified in the bylaws of the school council. (Provincial Legislation*)
Sept/Oct	Hold Establishment Meeting- If you are a new school or do not have a School Council	a school that is required to have a school council has no school council, the school must, in accordance with section 3, hold an establishment meeting within 40 school days after the start of the school year. (Provincial Legislation*)
Sept 30	Submit Summary to the Board	14(1) The chair of a school council must prepare and provide to the board by September 30 of each year a report (a) summarizing the activities of the school council in the previous school year, and (b) including a financial statement relating to money handled by the school council in the previous school year, if any, and how the funds were used. (Provincial Legislation)
Fall	Schools Three Year Plan- Suggest you present and consult in fall. School handbook suggests March but I am not sure you have all the information you need until Sept.	Each school will develop and then submit a formal School Improvement Plan based on their Annual Education Results Report to the Superintendent by December 1 of each year. c) Each school will communicate their Annual Education Results Report and School Improvement Plan with their school community through their School Council (PWSD Policy CAA: Site Based Decision Making)
Spring/ Fall	Schools Budget- Suggest consult in Spring present in Fall- October	Principals shall be responsible and accountable for allocating their site resources to accomplish the goals established within their School Improvement Plan. Each principal shall establish a consultative decision-making process within each school, that includes all staff and School Council to: i) annually establish school goals; ii) develop strategies to achieve goals; and ii) implement evaluations to measure whether goals have been achieved. (PWSD Policy CAA: Site Based Decision Making)
Late Spring	School Passes Additional Fees -suggest Second last or Last School Council meeting of the year that School council Pass a motion identifying extra fees for following year	Each Principal, in consultation with the School Council, may establish instructional resource fees to recover program material and operation costs (other than those for textbooks) i.e. CTS, Home Economics, Industrial Arts supplies, extra-curricular trip costs. (PWSD Policy HIAF: Instructional Resource Fees)

* School Act and School Council Regulation are both available at the [Alberta Queen's Printer](#)



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Exciting Things Happening in Peace Wapiti Schools

- Teen Wellness Fair
- "Mind Up"
- "Triple P Parenting"
- "Circle of Courage"
- Morning Greeting Circle
- Zones of Regulation
- Grade ¾ Girls Club focusing on Healthy Interactions
- Anxiety Workshops
- "Tell Them From Me" Survey
- "Positively Me" Sessions
- "Game On" – Big Brothers program
- "Circle of Life" – dealing with grief
- "Roots of Empathy"
- "John Howard Society"
- "Who Do You Tell" – PACE
- Positive messaging on Lockers, ceiling tiles and Bathroom Mirrors
- Activity Breaks during classroom time
- PALS (playground activity leaders)
- Kayak training
- Peer leadership
- Healthy Morning announcements
- Healthy Ninja Monday Meetings (smart goals, health fair, orange giveaway, classroom energizer)
- Parent Sessions (anxious kids, new math)
- Team X Activities
- Fun Fridays (Student council led activity in the gym for 45 minutes that involves all students gr. 1-9)
- Student created bulletin boards for healthy living and habits
- Morning community to talk about school-wide games, activities, programs
- Leader in Me program (7 habits)
- PRIDE Teams
- SWAT Teams (students learning about health topics and sharing with other students)
- Social skills group
- Life skills group
- Healthy food of the month
- Social Emotional Learning (SEL) with the "Mind Up" program
- Snack Shack
- Virtue of the Month
- Bulletin Boards by students
- Daily announcements by the leadership team correspond with the Bulletin Board theme
- Learning Fair
- Fitness Fridays (teacher led fitness classes with the focus on exercises to assist with lifelong fitness)
- Outdoor Pursuits Program
- SASS group (student advisory group)
- Random Acts of Physical Activity

Nutrition Initiatives

- Health Fair at PTI's
- Tasty Fridays
- Milk Program
- 80:20 rule
- Only water & Juice in vending machines
- 'Fry-Free' Day
- No pop
- Choose most often, least often, sometimes
- Movement breaks
- Hot lunch specials
- Breakfast program
- Smoothies
- Water coolers in classrooms

Ways we have partnered with our Communities

- Mighty Peace Day
- Kidsport
- GPRC Practicum Students doing school-based projects
- Big Brothers/Big Sisters
- Playing crib with local seniors
- Visiting the SPCA
- Working with Free the Children
- Local Grader plows our track for morning walks
- Building a 4-season greenhouse
- Earth Rangers Club
- African Schools Projects
- MD Hop
- Terry Fox Run
- MS Read a Thon


- Jump Rope for Heart
- Swimming Lessons
- Jr. Curling
- Booster Club
- Safety City Field Trips
- Nitehawk
- O'Brian Park
- Two Lakes Park
- Grovedale Golf Course
- Wapiti Ski Trails
- Sexsmith Wellness Coalition Partnership
- Colour Me Fun Run
- Farm Safety
- Christmas Dinner
- Be Fit for Life Center
- Royal Canadian Legion Support
- Skating Rinks
- Alberta Health Services
- Corporate sponsorships
- FCSS



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Welcome to Comprehensive School Health




Through key priorities, physical activity, healthy eating and building positive social environments, educators are able to provide opportunities for students to discover, develop and apply competencies across subject areas and discipline areas for learning, work and life.

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What is Comprehensive School Health?

Four Pillars of a Comprehensive School Health Approach


- Partnerships and Learning
- Social and Physical Environment
- Teaching and Learning
- Healthy School Policy




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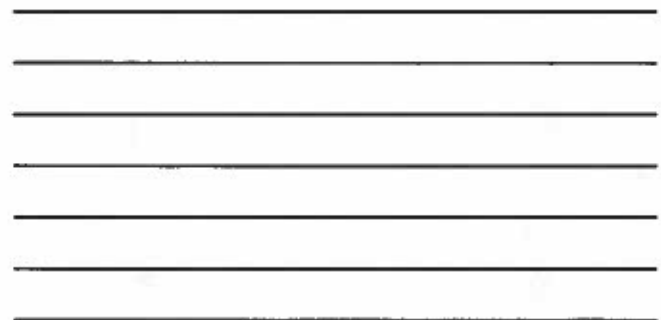
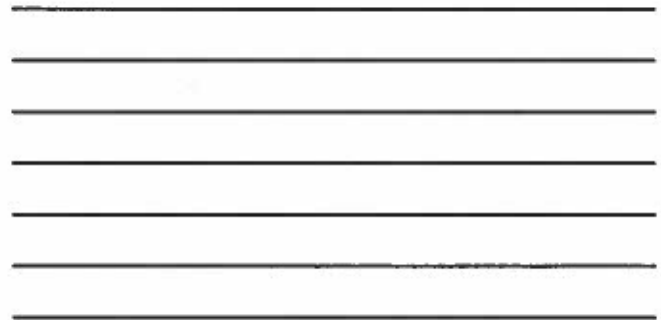
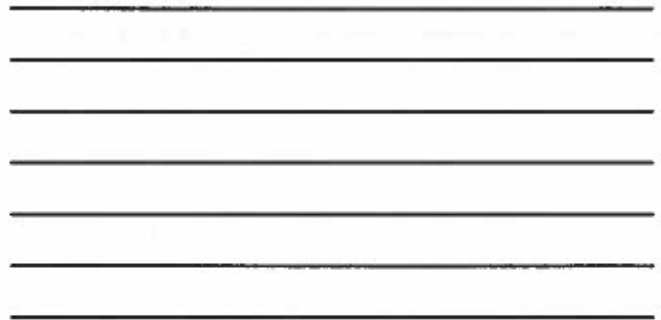
Social Environments

ATTITUDE IS CONTAGIOUS...



IS YOURS WORTH CATCHING?





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Teaching and Learning




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Links to the Quality Learning Environment



QLE
http://www.pwsd76.ab.ca/services/curriculum/Pages/successful_learner.aspx

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Some Extra Links

- Alberta Coalition for Health School Communities.
<http://www.achsc.org/index.html>
- Alberta Health Resources
<http://www.albertahealthservices.ca/csh.asp>
- Alberta Center for Active Living
<http://www.centre4activeliving.ca>
- Ever Active Schools
<http://www.everactive.org/who-we-are>

