



Committee of
School Councils

Meeting Agenda

In-Person and [Virtual Meeting](#)
 Central Services Office, boardroom
 683 Wye Rd., Sherwood Park, AB
 Wednesday, May 1, 2024
 6:30 p.m.

Time	Agenda	Presented by
6:30 p.m.	Opening Remarks and Welcome	Kendra Roemer, COSC Chair
6:31 p.m.	Land Acknowledgement	Dallas Kirtz, COSC Vice-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: April 3, 2024 	Kendra Roemer, COSC Chair
6:40 p.m.	Special Presentation	COSC members
7 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. Caregiver Series: May b. ASCA update c. School Council Annual Reports: Due June 26 d. Draft AP 538: Building security and door locking 	Dallas Kirtz, COSC Vice-Chair Dallas Kirtz, COSC Vice-Chair Kendra Roemer, COSC Chair Sandra Stoddard, EIPS Superintendent
7:35 p.m.	COSC Sharing <ul style="list-style-type: none"> a. ASCA Conference and AGM experiences b. School Council Engagement Grant c. Open floor <ul style="list-style-type: none"> a. What topics do you discuss in your school council meetings? b. How do you discuss difficult topics with your school administration team? c. What's the most rewarding initiative you have tackled successfully and how did you do it? 	All
8 p.m.	New Business <ul style="list-style-type: none"> a. Draft Spring EIPS Budget 2024-25: Highlights b. EIPS Four-Year Education Plan 	Sandra Stoddard, EIPS Superintendent

Electronic Handouts

COSC Minutes
 Board Highlights
 Caregiver Series
 School Council Annual Report – Sample

Next Meeting:

Wednesday, Oct. 2, 2024



UNRATIFIED

MEETING MINUTES

Elk Island Public Schools, in-person and virtual meeting

April 3, 2024 | 6:30 p.m.

Committee of
School Councils

In Attendance

SCHOOL COUNCIL EXECUTIVE

Chair: Kendra Roemer, Mills Haven Elementary

Vice-Chair: Dallas Kirtz, Fort Saskatchewan Elementary

Secretary: Chelsea Pretzlaw, Ardrossan Elementary

SCHOOL COUNCIL MEMBERS

Aileen Bozic, SCA Secondary

Amanda Shand, École Parc Élémentaire

Anne Wasylyshen, Ardrossan Junior Senior High

April Childs, Lakeland Ridge

Brian Vick, Brentwood Elementary

Christan Rasmussen, Westboro Elementary

Jordana Feist, James Mowat Elementary

Kim Scott, Salisbury Composite High

Krista Scott, Bev Facey Community High

Leanne Weiss, Woodbridge Farms Elementary

Lisa Harke, SCA Elementary

Lisa Plooy, Fort Saskatchewan Christian

Melissa Manolescu, École Campbelltown

Sarah Witholt, Heritage Hills Elementary

Tawnia McQueen, Wes Hosford Elementary

ELK ISLAND PUBLIC SCHOOLS BOARD OF TRUSTEES

Cathy Allen, Chair

Susan Miller, Vice-Chair

Don Irwin, Trustee

Jacqueline Shotbolt, Trustee

Ralph Sorochan, Trustee

Randy Footz, Trustee

ELK ISLAND PUBLIC SCHOOLS

Sandra Stoddard, Superintendent

Ryan Marshall, Associate Superintendent

Deneen Zielke, ATA Local No. 28 President

Emma Small, Communication Services

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

COSC Vice-Chair Kirtz provided the land acknowledgement.

AGENDA

COSC Chair Roemer called for additions or deletions to the agenda.

MOTION | The agenda be adopted, as circulated.

MOTION CARRIED

APPROVAL OF MINUTES

COSC Chair Roemer called for approval of the March 6, 2024 meeting minutes.

MOTION | The minutes be approved, as circulated.

MOTION CARRIED

New Business

POTENTIAL IMPLICATIONS OF POLICIES TO PRESERVE CHOICE – Sandra Stoddard, EIPS Superintendent

- Parental notification and consent are required for students under 15 years of age to change their names or pronouns.
- EIPS does and will continue to work with families.
- For students that feel unsafe, the Division works with them and their families.
 - There are certain situations where concerns for the student’s safety and well-being outweigh disclosure to their family.
- Parents and caregivers will now have to opt in to human sexuality classes, where it’s currently an opt-out program.
- EIPS’ current opt-out program is done online through Permission Click, but there’s concern for other school divisions without the ability to use online services.
- Human sexuality units are mandated in the curriculum; however, the option of having to opt in opens the door to opting out of other classes that are mandated.
- There are concerns about transgender women not being allowed to compete on women’s sports teams and the effect it will have on high school sports.
- Have to ask yourself: Why is this legislation being brought in? Why is there a focus on this when there are exigent issues like the curriculum?
- There are concerns about unintended consequences—for example, library books and budget concerns.
- There was no communication with school boards before policies were brought forward.

COMMENTS AND QUESTIONS

Comment: Lots of appreciation for transparency from EIPS.

Question: Has there been an issue regarding sports yet?

Answer: Yes, in track and field.

Question: How was the track and field issue dealt with?

Answer: The majority of students didn’t have an issue with individual sports. It was only a concern for a few students.

Comment: EIPS only cares that students are safe, welcome and valued.

Comment: Conversations can’t be had without accurate information. The provincial government is offering information sessions on a selective basis.

Question: Are there concerns about teaching flow and the impact on education and cross-learning?

Answer: Yes, teachers are fearful. They’re concerned of being misinterpreted and accused of indoctrination.

Question: Has there been an opportunity to ask about how non-compliance will be dealt with?

Answer: No, it has not been discussed yet.

Comment: Do not envy the Division for having to deal with this very sensitive issue.

Question: Is it less likely for people to opt in versus opt out?

Answer: Unsure. It’s still mandated curriculum. It could be more of an issue for smaller divisions who are still using paper forms. It’s also more common to opt out of what you know than to opt in to an unknown variable.

Question: Has there been an issue regarding sports yet? How will this be different for EIPS with regards to Permission Click?

Answer: It won’t change for EIPS or cause a workload issue at all.

Board Report

Board Chair Cathy Allen presented the Board Report.

HIGHLIGHTS:

- On March 21, the Board of Trustees approved EIPS' nomination for this year's [Edwin Parr Teacher Award](#) nominee, Alexis Kotronis. Annually, the Alberta School Boards Association hosts the award to honour and recognize first-year teachers and their pedagogical excellence. Alexis, a first-year teacher at Davidson Creek Elementary, was selected for her outstanding commitment to education, proactive approach and innate ability to create inclusive learning environments for students.
- On March 21, the Board approved EIPS' [2025-28 Three-Year Capital Plan](#). Annually, the Board reviews and updates the plan to prioritize its key capital projects. Now approved, the Division will submit the *Three-Year Capital Plan* to the province for funding consideration.
 - Every year, each school board creates a list of building projects that are important to their communities for the next three years. The provincial government uses information from the individual school board plans to create a provincial capital plan. The provincial capital plans consider many factors, including:
 - a school's impact on the health and safety of students;
 - the condition of the buildings;
 - enrolment trends; and
 - each school board's three-year capital plan.
 - The provincial capital plan helps the government decide which projects will be approved when funding is available for school projects. If a project is approved, the local school board, Alberta Education and Alberta Infrastructure work together on the details of the project to help ensure it meets students' needs.
- Board Chair Allen also shared the Board Mythbuster fact for April:
 - Alberta Reserves are accumulated surplus funds that may be designated to a school, department or priority. The Board of Trustees approves the transfer of funds to and from reserves and has a yearly plan on how those reserves are used—to the benefit of students. EIPS identifies high-demand areas and uses its operating reserves for initiatives like student learning, new curriculum work, consultant support, mental health initiatives, technology upgrades, public-health best practices and other one-time projects. Operating reserves are also used to furnish and equip new schools and classrooms. With its capital reserves, EIPS replaces ageing equipment, purchases technology, modernizes and expands student learning spaces, and funds emergent capital needs.
 - Learn more:
 - [Board Policy 2: Role of Board](#)
 - [Administrative Procedure 501: Financial Management](#)
- Board Chair Allen shared National Volunteer Week takes place April 14-20. On behalf of the Board of Trustees, she thanked every COSC member for taking the time to attend the COSC meetings and for everything they do at their schools. The Board knows that parents and caregivers have a never-ending number of responsibilities to look after, so their time is precious and so incredibly appreciated.

COMMENTS AND QUESTIONS

Question: How can we advocate for older schools that could use funding?

Answer: EIPS' Facility Services do check up on everything, and there's only enough funding for what's already being done. You can go through your principal.

Question: How does EIPS plan to guide parents to advocate for lack of funding?

Answer: Voters have a voice. Contact the Premier, Minister of Education and members of the legislative assembly. Use your voice by writing or speaking. There'll also be further information coming out to Fort Saskatchewan families about a community conversation.

Question: How much does EIPS look at boundaries?

Answer: They are looked at regularly by the Division's planner. Once a year, reports are brought for review. More expansion means more boundary reviews.

ATA Report

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

HIGHLIGHTS:

- Zielke shared the government released the [new draft social studies curriculum](#). While it's an improvement from the previous draft, there are considerable concerns with the content.
 - Teachers and experts in the field who were included in the development of the new draft have stated that their input has—for the most part—been ignored and their inclusion seems to be an attempt to silence critics but not actually engage them in the process.
 - The curriculum is noted to be heavily focused on fact memorization and not critical thinking and development of high-level thinking skills, to appeal to those that choose to home school.
 - Zielke said she had more concerns than her report time allowed. She encouraged COSC members to visit the [Alberta Education website](#).
- The Local will have a booth at the [Great Canadian Trade Fair and Sale](#). They'll have prizes for children and information for the public, highlighting the importance of public education and current trends noted in ATA surveys.
 - She said current EIPS teachers and some retired teachers will be working in the booth, but it would be great if parents and caregivers joined. She encouraged COSC members to get in touch with her if they were interested.

For Information

CAREGIVER SERIES UPDATE – Dallas Kirtz, COSC Vice-Chair

- The [April Caregiver Series](#) schedule is now available.
- Offered through Alberta Health Services, the sessions are informative and valuable.
- COSC Vice-Chair Kirtz encouraged members to review the [April Caregiver Series](#) calendar.

ASCA UPDATE: Credential voting and proxy voting – Kendra Roemer, COSC Chair

- The credential voting form and proxy voting form must be signed and submitted by April 18.
- New member perspective surveys were emailed to ASCA members. They're due at noon on April 18. The survey will also be included in the COSC followup email to share with school councils.
- The deadline for the ASCA Board of Directors nominations is April 12.
- EIPS is nominated for the Division School Council Engagement Award.

COSC Sharing

ASCA AGM DISCUSSION – All COSC members

- Tabled because of a lack of time. COSC Chair Roemer said they'd have an informal virtual chat about the [ASCA resolutions](#) the week of April 8-12. She said to stay tuned for details in the COSC followup email and in the [COSC Facebook group](#).

EDUCATIONAL COMPOSTING INITIATIVES AT YOUR SCHOOL – All COSC members

- Composting Initiatives can be tied to clubs or curricular outcomes. Not to be mistaken with organics waste diversion, which must be considered at the division-level.
- École Campbelltown’s school council is interested in what other councils have going on at their schools in terms of composting.
- Councils are looking into composting worms and gardening.
- It’s very expensive to have a divisionwide organics waste diversion program.
- École Parc Élémentaire has a compost program supported by the City of Fort Saskatchewan. COSC member Amanda Shand asked others to connect with her if they’d like to know more.

MEETING ADJOURNED AT 8:30 P.M.

Next COSC Meeting

DATE: May 1, 2024

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

LOCATION: EIPS Central Services building, boardroom.

APRIL 18, 2024

Chair's Report

RECENT EVENTS

Board Chair Cathy Allen highlighted recent trustee events:

- On April 5, trustees attended the Fort Saskatchewan and District Chamber of Commerce State of the City Luncheon, with Mayor Gale Katchur. Topic highlights: Fort Saskatchewan's strategic plans, economic development opportunities and revitalization efforts for the downtown.
- On April 8-9, trustees took part in a Board Retreat to discuss the Board's direction, priorities and work plan for the upcoming school year.
- On April 12, Vice-Chair Susan Miller and Trustee Jacqueline Shotbolt attended the 2024 Great Canadian Trade Fair and Sale opening ceremony, hosted by the Sherwood Park and District Chamber of Commerce. The event was well attended and offered an opportunity to meet and network with local decision-makers.
- Chair Allen met with Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and Alberta's member of the legislative assembly for Fort Saskatchewan-Vegreville. Overall, it was a productive meeting focused on shared concerns and advocacy priorities.
- On April 17, trustees attended the Sherwood Park and District Chamber of Commerce State of the County address, with Mayor Rod Frank. Topic highlights: The outlook for the region, focus areas, economic growth and development plans—overall, a positive forecast.

NATIONAL VOLUNTEER WEEK

National Volunteer Week takes place this week, from April 14-20. Year-long, within Elk Island Public Schools (EIPS), hundreds of volunteers work in the background, offering their time and expertise. Collectively, these efforts help support the success of EIPS schools and make a difference in students' lives and their learning environments. In recognition of National Volunteer Week, and on behalf of the Board of Trustees, Chair Allen thanked all EIPS volunteers for the many ways they give their time, skills and resources to the Division.

TRUSTEES' SCHOOL TOURS

On April 11, trustees visited James Mowat Elementary, Rudolph Hennig Junior High, SouthPointe School and Win Ferguson Elementary as part of the Board's 2023-24 Trustees' School Tours. The Board extends thanks to all the staff and students at each school for hosting the tours. Everyone enjoyed learning about the schools and the programs they offer.

Superintendent's Report

RECENT EVENTS

Superintendent Stoddard highlighted several recent events:

- On March 22, she attended a meeting with the Strathcona Christian Academy Society and the two schools' principals. She's pleased to share the Division resigned its five-year lease agreement.
- On March 27, she met with the Elk Island Logos Society to discuss junior high programming and how to increase program enrolment.
- She also joined trustees at the Board Retreat, which focused on the Board's future work plans, public education and upcoming priorities.



BOARD HIGHLIGHTS

NATIONAL VOLUNTEER WEEK

In honour of National Volunteer Week, April 14-20, Superintendent Stoddard thanked the many volunteers within EIPS—parents, caregivers, families and community members—who offer their time, expertise and hearts to the Division on an ongoing basis. These are individuals who often work behind the scenes to support students, staff and schools. Collectively, they make EIPS schools better places to be.

Association and Employee Relation Reports

ASBA ZONE 2/3 MEETING

Trustee Susan Miller presented highlights from the Alberta School Boards Association (ASBA) Zone 2/3 meeting held on March 22. Highlights include:

- The Zone thanked school boards for submitting nominations for the Edwin Parr Teacher Award and the Friends of Education Award—the event takes place on May 24.
- The President’s report included highlights from the Alberta Teaching Profession Commission’s annual report and recent meeting updates about school nutrition programs, immigration, Budget 2024 and new school project announcements.
- The Vice-President’s report focused on the recent engagement hosted by the Advocacy Committee, and its plans for future sessions.
- Members reviewed the Zone’s financial statements and proposed position statements.
- Various action items were assigned, including survey response followups, bookkeeping information and upcoming events and deadlines, such as:
 - April 29: emergent position statements and bylaw amendments;
 - May 15: ASBA Speaker’s Corner; and
 - June 3-4: ASBA spring general meeting.

ATA LOCAL REPORT

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

- Recently, the ATA submitted feedback to the province about its new draft elementary social studies curriculum. Overall, the content did improve. However, the ATA is concerned with the limited teacher input included in the curriculum and the heavy emphasis on fact memorization versus critical thinking. Zielke encourages everyone to review the draft curriculum and share feedback with the province.
- On April 12, Zielke attended the ATA’s 2024 Collective Bargaining Conference, which included many informative sessions. The highlight: a session facilitated by Jim Stanford, an economist with the Centre for Future Work, who discussed wage indicators, inflation and the provincial and federal debt. According to Stanford, Alberta’s finances are the strongest of all the provinces, yet education spending is the lowest—which is a political choice, not an economic necessity.
- On April 12-14, the Local hosted an information booth at the 2024 Great Canadian Trade Fair and Sale—to build awareness around the importance of a strong public education system.
- On April 13-16, Zielke attended uLead 2024, an annual educational leadership summit that included keynote speakers, learning sessions and networking opportunities.

EMPLOYEE RELATIONS GROUP REPORT

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

- Recently, the ERG welcomed a new member, Jesse Da Costa, who represents EIPS Central Services.

- On March 1, EIPS held its annual Classified Professional Learning Day—again a huge success. Post-event feedback is positive, with many attendees commenting on how much they enjoyed keynote speaker Lisa Vlooswyk, a Calgary-based motivational speaker who spoke about goal setting.
- On March 19, the ERG enjoyed joining the Board for a luncheon to share information about the group, successes and challenges, and ask questions.
- On April 16, the ERG meeting focused on EIPS' new educational assistant pilot program.

New Business

AMENDED BOARD OF TRUSTEE SCHEDULE: 2023-24

The Board approved the amended Board of Trustees Meeting Schedule for the 2023-24 school year (see pg. 10, "[Amended 2023-24 Board of Trustees Meeting Schedule](#)").

POLICY AMENDMENTS

The Board approved amendments to [Board Policy 13: Appeals and Hearings Regarding Student Matters](#). Changes were made to Section 1, regarding suspension and expulsion appeals, and to Section 2.5 to better align with the *Education Act*. Other changes were made to strengthen the policies' clarity and readability.

ACCESSING DIVISION UNALLOCATED RESERVES: 2024-25

The Board approved accessing \$352,000 of the Division's unallocated reserves to cover staffing costs in the 2024-25 school year. EIPS now projects the Division Unallocated Reserve to be \$3.05 million by Aug. 31, 2025—well within the operating reserve limit (see pg. 28, "[Accessing 2024-25 Division Unallocated Reserves](#)").

2023-24 KEY BUDGET ASSUMPTIONS

The Board approved the key budget assumptions for the 2024-25 school year (see pg. 30, "[2024-25 Key Budget Assumptions](#)"). The assumptions are based on the Board's mission and belief statements, the Division's [Four-Year Education Plan](#), Alberta's Budget 2024 and the provincial *Funding Manual for School Authorities 2024-25 School Year*. EIPS will use the approved assumptions to develop its 2024-25 spring budget, which helps schools and departments plan for the upcoming school year. As with all assumptions, changes such as funding, reserve usage, enrolment numbers and standard costs can significantly affect the budget.

ASSUMPTION HIGHLIGHTS FOR 2024-25

BUDGET PRIORITIES – Focus areas include classroom complexity, curriculum and resource development to support teachers, the Mental Health Strategic Plan, continued pursuit of the collegiate school and support for career pathways, equitable access to education—for both rural and urban schools, staff retention and artificial intelligence considerations.

ENROLMENT – The Division expects student enrolment to increase by 53 students by fall 2024—to 17,813 students from 17,760 students in fall 2023.

FUNDING GRANTS – For the most part, funding rates remain unchanged. Although, Alberta Education added a new element to the Program Unit Funding Grant. EIPS will now receive 50% of the funding for kindergarten, severe and pre-kindergarten learners registered between Dec. 2, 2024 and Feb. 2, 2025. The Capital Maintenance and Renewal Grant will increase to pre-pandemic levels to \$2.83 million from \$1.14 million. Meanwhile, the Infrastructure Maintenance and Renewal Grant will drop \$200,000—to \$2.22 million. Also notable, while the System Administration Grant remains at 3.2% of expenditures, it will increase by \$359,000 because expenditures were higher in 2023 than in 2022. As well, the Mental Health in Schools Pilot Grant is discontinued—as of Dec. 31, 2024.

OTHER REVENUE – EIPS anticipates receiving provincial funding to cover its lease agreements and the Division’s Official Languages in Education Program. The Division will also generate revenue through School Generated Funds and school fees. Similar to last year, the spring budget won’t include funding for the Odyssey Language Program, as it’s unknown if the federal government will continue to support it, and the amount.

COMPENSATION – EIPS anticipates the overall certificated standard costs to increase by 1.79% and standard classified costs to change by (2.5%) and 4.2%. The increases are the result of higher employee benefits rates and salary grid movement.

INFLATION – EIPS anticipates non-salary inflationary increases—based on the overall consumer price index. These include higher costs for insurance, energy, construction labour and materials, fleet purchases and custodial services.

CARBON TAX – EIPS incurs increases in carbon tax costs based on the *2030 Emissions Reduction Plan*, a federal document outlining Canada’s plan to meet its 2030 emissions reduction target. Currently, EIPS pays a \$80 per tonne carbon tax. Annually, that will increase until it reaches the targeted \$170 per tonne in 2030. As a result, it will continue to impact the Division’s budget and remove funds from the classroom.

RESERVES—School Generated Funds are now included when calculating EIPS’ operating reserve limit for Aug. 31, 2025. As such, the limit increased to 6% of the prior year’s operating expenditures, or \$12.45 million. That’s up from the previous limit of 3.2%. What this means: As of Aug. 31, 2025, the Division must ensure its operating reserves are within 6% of its 2023-24 expenses. Any surplus of more than 6% must be returned to Alberta Education. Administration will ensure operating reserves are below that number.

EXPENSES – Administration developed a five-year capital projection that lists anticipated capital needs, including infrastructure technology, fleet vehicles, and careers and technology studies equipment. The list ensures planning occurs for sufficient funds in future years.

STUDENT TRANSPORTATION FEES: 2024-25

The Board approved the Student Transportation fee schedule for the 2024-25 school year. Student Transportation offers an enhanced transportation fee structure. As such, all riders pay a fee for transportation services. It’s an equitable structure for riders and allows EIPS to maintain its current level of service. Thanks to a new provincial funding model for student transportation—introduced in 2023-24—which expands the rider eligibility distance and money to cover higher fuel and inflationary costs, some fees will decrease in 2024-25. The Division will also apply a 40% rebate to current Student Transportation riders—calculated and applied to 2023-24 fees. Additionally, Student Transportation will continue to offer a payment-plan option—available to families with fees of \$300 and more—paid over seven months. The approved 2024-25 student fee schedule is available online at [Student Transportation Fees 2024-25](#), as of May 1.

Committee Report

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on April 3. The committee reviewed three policies—4, 13 and 24. Amendments to [Policy 13: Appeals and Hearings Regarding Student Matters](#) were approved earlier at the April Board meeting (see pg. 3, “Policy Amendments”). Meanwhile, the committee plans to review [Policy 4: Appendix – Trustee Code of Conduct Sanctions](#) and [Policy 24: Personal Communication Devices](#) with the Board at the next Caucus meeting in May. Artificial Intelligence (AI) guidelines were also reviewed. Ultimately, the committee determined AI use within the Division is not a governance issue, and guidelines for its use should be determined by EIPS administration.



BOARD HIGHLIGHTS

STUDENT EXPULSION COMMITTEE

The Board received for information a report from the Student Expulsion Committee regarding four recent meetings—one on April 5 and three on April 12. The committee reviewed all relevant information and upheld the recommendations put forward by each school's administration.

Board Members

Cathy Allen, *Chair* | Susan Miller, *Vice-Chair* | Trina Boymook | Randy Footz | Colleen Holowaychuk | Don Irwin | 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

May/June 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.

Adult Education Sessions

Understanding Anxiety Series

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

Part 1:
An Introduction
Wednesday, May 1
12:00 – 1:00 pm

Part 2:
Calming Our Bodies
Wednesday, May 8
12:00 – 1:00 pm

Part 3:
Settling Our Minds
Wednesday, May 22
12:00 – 1:00 pm

Part 4:
Overcoming Avoidance
Wednesday, May 29
12:00 – 1:00 pm

Adult Education Sessions

NEW! Wellness Exchange Series

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

Part 3: Managing Reactions
Wednesday, May 1
6:00 – 7:30 pm

Part 4: Helpful Thinking
Wednesday, May 15
6:00 – 7:30 pm

Part 5: Healthy Connections
Wednesday, May 29
6:00 – 7:30 pm

Caregiver Education Sessions

Test Anxiety *Strategies for Success*

For parents and teens (grades 7-12) to attend together

Monday, June 3
6:00 – 7:30 pm

Adult Education Sessions

Silver Linings

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

Part 1:
Tuesday, June 4
12:00 – 1:00 pm

Part 1:
Tuesday, June 11
12:00 – 1:00 pm



Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Caregiver Education Sessions

May/June 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.

Test Anxiety Strategies for Success

Does your teen prepare for exams only to freeze up during the test? Test and performance anxiety are very common among students. This session will help teens learn how to succeed despite their anxiety and help caregivers support their teens to reduce test anxiety.

Date: Monday, June 3, 2024

Time: 6:00 – 7:30 pm

For caregivers and youth (Grades 7-12) to attend together.

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:

“I just want to say thank you for this great opportunity that you extended to us parents and caregivers virtually. All the information is very informative and of great help for us parents... Again, thank you and looking forward for more virtual sessions like this.”



Professional Practice & Education Services
Addiction & Mental Health
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For more information, visit www.cyfcaregivereducation.ca

Adult Education Sessions

May/June 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

Participant Feedback:

“Excellent session / pacing and valuable resources that are user friendly and very applicable. Thank you so much and appreciate your attention to the time of the session.”

“Thank you much for these tools/ reminders!”

Understanding Anxiety Series

Part 1: An Introduction

This session will distinguish between normal worries and anxiety that is no longer helpful or productive and will help participants to identify signs that they or their child/youth may be experiencing anxiety.

Date: Wednesday, May 1, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of children and youth.

Part 2: Calming Our Bodies

In this session, we will review how the body reacts to stress triggers, ways we can start to notice the body's stress responses, and strategies for regulating ourselves, children, and youth.

Date: Wednesday, May 8, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of children and youth.

Part 3: Settling Our Minds

In this session, we will look at how anxiety can lead to negative thoughts and thinking traps that can hold us back. Strategies for encouraging more realistic thinking will be discussed.

Date: Wednesday, May 22, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of children and youth.

Part 4: Overcoming Avoidance

In this session, we will discuss how avoidance of stressors can increase our stress response over time. We will discuss ways to manage stressful situations in steps and effective coping skills.

Date: Wednesday, May 29, 2024

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of children and youth.



Professional Practice & Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Adult Education Sessions

May/June 2024



Wellness Exchange is a series of skill-building workshops that are modelled after the evidence-informed disaster recovery intervention found in *Skills for Psychological Recovery (SPR)*, applying the same action-oriented approach to non-disaster situations such as managing life's daily stressors.

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.

Skills are taught in a **series of 5 different workshops**, each workshop focusing on a new skill.

Participants are welcome to join one or more sessions in the series.

Session 3: Managing Reactions

In this session, we will look at how managing our reactions can help us protect our well-being, maintain our healthy connections, make effective decisions, and respond to stressors in healthy ways.

Date: Wednesday, May 1, 2024

Time: 6:00 – 7:30 pm

For adults supporting their own wellness.

Session 2: Helpful Thinking

In this session, we will practice ways to improve our helpful thinking skills to increase our confidence in coping with stressors, improve our mood, and reduce the intensity of our reactions.

Date: Wednesday, May 15, 2024

Time: 6:00 – 7:30 pm

For adults supporting their own wellness.

Session 3: 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, May 29, 2024

Time: 6:00 – 7:30 pm

For adults supporting their own wellness.

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 workshops are not group therapy, nor are they a substitute for the advice of a qualified health professional. The material is intended for general information only and is provided on an "as is", "where is" basis. Although reasonable efforts were made to confirm that accuracy of the information, Alberta Health Services does not make any representation or warranty, express implied or statutory, as to the accuracy, reliability, completeness, applicability, or fitness for a particular purpose of such information. Alberta Health Services expressly disclaims all liability for the use of these materials, and for any claims, actions, demands or suits arising from such use.



Professional Practice & Education Services
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Adult Education Sessions

May/June 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: Tuesday, June 4, 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: Tuesday, June 11, 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:

“I am loving these sessions and I find them helpful to have resources for quick reminders/references.”

“Good information, good presenters/materials.”



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SAMPLE
School Council Annual Report

School: _____

Reporting Year: _____

SCHOOL COUNCIL ACTIVITIES:

Summarize the major activities of the past year. Which goals of the school did each support?

Summarize the engagement opportunities attended by a representative of your School Council. (ie: Board's Annual Stakeholder Engagement Meeting)

Summarize the engagement opportunities your school council hosted

Provide an overview of activities or initiatives planned for the next year.



SAMPLE

School Council Annual Report

Financial Statement (attached): Summarizes the finances handled by the school council, not the registered fund raising association/society, during the past year, if applicable. Yes _____ N/A _____

Executive: List the members who held positions as officers in the past year:

Meeting Dates: List the dates of regular school council meetings:

Date of AGM: _____

School Council Chairperson

Date



SAMPLE

Financial Statement

Name of School Council

For the year _____, 20__ - _____, 20__

Assets

General Bank account	\$770.36
Other (GIC)	<u>\$2,500.00</u>

Total Assets \$3,270.36

Liabilities (cheques issued not yet cleared through the account)

\$0.00

Income

Hot Lunches	\$3,572.90
Spell-a-Thon	\$6,280.00
Valentine’s Candygrams	\$2,280.00
Poinsettias	\$700.00
Silent Auction	\$1,000.00
Interest	<u>\$8.72</u>

Total Income \$13,841.62

Disbursements

Hot Lunch Purchases	\$2,942.55
Library Books	\$6,280.00
Welcome Back BBQ	\$789.15
Family Halloween Event	\$822.68
Winter Celebration	\$875.00
Spring Family Dance	\$756.42
Year End Treats	\$355.46
Staff Appreciation	\$250.00

Total Disbursements \$13,071.26

This financial statement was reviewed and approved by:

Name

Position

Date

Name

Position

Date

