



Key Communiqué

News for School Councils

Issue | September 21, 2017

One of the most significant ways parents and community members can make a meaningful difference in the lives of our students is through school councils. By connecting students, schools and communities, school councils help nurture and inspire our students to achieve their full potential

Contact |

Calgary Board of Education
Communication Services
1221 – 8 Street S.W.
Calgary, AB T2R 0L4

e | schoolcouncils@cbe.ab.ca
t | 403-817-7986
f | 403-294-8172

Feel free to contact us with any suggestions or comments.

Quick links |

[School councils](#)

[COSC Meetings](#)

[CBE 2016-17 School Council Handbook](#)

[Top news stories](#)

[Board of Trustees](#)

[CBE system messages \(RSS Feed\)](#)

[Alberta Education School Council Resource Manual](#)

Welcome back!

The Calgary Board of Education is delighted to be starting another exciting new year of teaching and learning.

The start of a new school year is an exciting time with a fresh start for students and schools. Welcome back to all our returning students and welcome to many new students who are joining us year.

We are also pleased to welcome back returning school council members and welcome new school council members. We look forward to working together throughout this school year.

[About the CBE](#)

COSC Sept. 13 meeting materials posted online

The Sept. 13 Council Of School Councils meeting was attended by approximately 65 school council representatives. The meeting featured a system update from CBE leaders and two workshops were facilitated by Alberta School Councils Association (ASCA).

Meeting materials have now been posted on the CBE school council web page. Please feel free to share these with the members of your school council and school community.

[CBE School Councils Meetings follow up page](#)

Annual report deadline – Sept. 30, 2017

Under the *School Act*, school councils are responsible to submit an annual report to the Board of Trustees. This [report](#) helps the Board of Trustees measure and be accountable for parent and community involvement. In accordance with the *School Act*, the school council chair is responsible for submitting the report to the Board of Trustees by Sept. 30 each year.

If you have not already done so, please submit your report by the deadline.

A copy of the report should also be provided to the school principal. Please send the report to the Board of Trustees via email at boardoftrustees@cbe.ab.ca or through school mail to: Office of the Board of Trustees, Education Centre, 1221 – 8 Street S.W.

Next COSC meeting – Jan. 17, 2018

The Council of School Councils (COSC) is comprised of school council chairs or designates from all CBE schools, members of the CBE Board of Trustees and representatives from CBE administration. The purpose of COSC is to allow for effective interaction between the CBE and its school councils. Through COSC, the CBE can focus on effective, two-way dialogue with our school councils about school and student learning issues.

The November COSC meeting, scheduled for Nov. 16, has been cancelled.

The next COSC meeting will not be held until Wednesday, Jan. 17, 2018. This will give the new Board of Trustees time to settle into their roles. This meeting will be held at the Education Centre (1221 – 8 Street S.W.) from 7 – 9 p.m. and free parking is available, in the underground parkade, for attendees.

Meeting dates for the rest of the year will be determined after the election of the Board of Trustees.

School Council resources

For school councils to be well represented in school decision-making, they need to know how things work. This is all explained in the [School Councils Regulation 113/2007](#), the [Alberta Education School Council Resource Manual](#), the [CBE 2016-17 School Council Handbook](#), [AR5001 – School Councils and School/Parent Societies](#) and the [Alberta Education School Council website](#)

Please take the time to look at these resources. They provide very useful information from running meetings to fundraising to recruiting new members and include templates that you may find helpful.

Please note that the CBE School Council Handbook will be updated after the election of the Board of Trustees in October.

Board of Trustees pays for ASCA memberships for CBE school councils

The Board of Trustees will pay the cost of ASCA memberships for any CBE school councils who are interested in this opportunity. ASCA provides valuable support and services to school councils across the province.

To learn more about ASCA, please visit [their website](#). To obtain a membership for the 2017-18 school year, just fill out [this form](#). A link to this form is also available on our [School Councils web page](#). Memberships run annually from July 1 – June 30.

Civic election on Monday, Oct. 16

On Monday, Oct. 16 citizens will go to the polls to vote for a mayor, city councillors and school trustees.

School councils should consult with their principal before inviting or hosting trustee candidates at school council meetings or events in CBE schools. The CBE has [protocol guidelines](#) for election campaigns, which need to be followed for the election.

Update your school council information

Please update your 2017-18 school council contacts with us. Even if you haven't had any changes to your executive this year, please confirm the contacts for this school year by sending an email with the requested information (listed below) to schoolcouncils@cbe.ab.ca.

On our distribution list we want to include at least two contacts for each CBE school council. One should be the Chair and the other is typically the Key Communicator or another council member chosen by the Chair.

Information required

- First and Last Name
- Title/position on council
- School name
- Email address
- Phone number (optional)

This information will be used to circulate this e-newsletter in addition to sharing information and invitations relevant to your school council and parent community.

Webinar recordings by ASCA

As part of ASCA support, learning opportunities are provided through webinars and videos to assist with school council effectiveness.

ASCA has changed the way webinars are accessed. Webinars are now available to view at any time on the [ASCA webinar website](#). Webinars available include:

- Masterful Minutes
- Meeting Management
- Fundraising Association Partnership Purpose
- Chair Basics
- School Council Purpose
- Tools for Effective School Councils

Check out Alberta Government's back-to-school toolkit

Prepare for a new school year with the Alberta Government's back-to-school toolkit, full of helpful tips and information. If you are a student, parent, teacher or administrator, check out the Alberta Education [Back to School](#) webpage.

Recent stories featured on the CBE website

The CBE posts news and stories about the activities that happen across our system throughout the year. Here are some of the stories we are featuring now:

- Welcome to the 2017-18 school year
- Students join CBE IT team for summer work experience
- Bus buddies' program eases Calgary Transit concerns for CBE parents

Check out the latest stories on our home page under [CBE News](#).

If you have trouble seeing this publication please [click here](#).