



## Key Communiqué

### News for School Councils

#### Issue | Sept. 13, 2021

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 and Engagement  
Services  
1221 – 8 Street SW  
Calgary, AB T2R 0L4

e | [schoolcouncils@cbe.ab.ca](mailto:schoolcouncils@cbe.ab.ca)  
t | 403-817-7986

**Feel free to contact us with any suggestions or comments.**

#### Quick links |

[School councils](#)

[COSC Meetings](#)

[CBE School Council Handbook](#)

[Top news stories](#)

[Board of Trustees](#)

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

[Alberta Education School Council Resource Manual](#)

### Welcome back!

The 2021-22 school year is well underway. Whether students are learning in-person at our more than 245 schools, or online through CBe-Learn, we are delighted to welcome them and excited to see what this school year will bring.

This year, we continue to have measures in place to support a healthy and safe learning and working environment. In August, we announced that masking would continue to be required in CBE schools. These measures are in place to support our students in their learning. Masking also enables students to experience more activities and opportunities than we were able to offer last year such as extra curricular activities and field trips.

One of the most important things we can do to support our students and staff is to continue to follow the guidance given to us by provincial and national health authorities. We continue to encourage all of our staff and students to please -- stay home from school or work when you are feeling unwell. Follow medical advice, and if you or your children are eligible, please get vaccinated.

As we have experienced over the past two school years, the pandemic situation is ever evolving. We remain committed to keeping you informed as we move through the school year. It's important to stay up to date on communication from the CBE as these changes can occur rapidly. On any given day, in any school in our system, amazing learning is happening. We would like to thank everyone in our system – all employees, students, family members, volunteers and our entire community - for their support.

The work we do together is important. The past two school years have been challenging. But every day, our system rises to that challenge, and does its very best to ensure that every student can succeed.

As parents and volunteers, your time and commitment makes a difference to the more than 125,000 students in our system. We'd like to thank you for your support and the energy and time you devote to your school communities.

Your Board of Trustees

## First COSC Meeting of the Year

The first Council of School Councils (COSC) meeting of 2021-22 will take place online on Wednesday, Sept. 29 from 7-8:30 p.m.

You should have already received a Microsoft Teams meeting invitation. No software should need to be downloaded for you to access this event (it will work through your browser). The meeting will also be recorded and posted on the COSC meeting page on the CBE website. Topics will include:

1. Welcome and introductions
2. COVID-19 update
  - Health Measures
  - CBe-Learn
  - Learning Disruption Supports
  - Federal COVID-19 Support Summary
3. Q & A with superintendents
4. Alberta School Council Association (ASCA) sessions:
  - School Council Purpose
  - The Work of School Council

We look forward to connecting with you!

## 2021-22 COSC Meetings Dates

Dates for future COSC meetings for the 2021-22 school year will be determined by the new Board of Trustees after they have been elected in October.

Details will be posted on our [website](#) when they are available.

## Grant Announcement | Enhancing Parent Engagement in Alberta Schools

The Alberta government is providing more than \$1 million directly to school councils to support collaboration between parents and schools.

Through the Alberta School Council Engagement Grant, each school council will receive \$500 to better support individual school councils and strengthen engagement with parents. This could include creating more school events that involve parents and developing a broader range of tools to communicate with them. See the [Alberta Government website](#) for more details. The Alberta School Councils Association ([ASCA website](#)) also has additional information.

## CBE to Recognize National Day for Truth and Reconciliation on Sept. 30

The Government of Canada has proclaimed Sept. 30 as the [National Day for Truth and Reconciliation](#).

The intention of the day is to recognize and honour residential school survivors, their families and communities. It will also ensure that public commemoration of the tragic and painful history and legacy of residential schools remains a vital component of the reconciliation process.

For the 2021-22 school year, **Thursday, Sept. 30** will be a **non-operational day** to commemorate truth and reconciliation across the Calgary Board of Education. This means there will be **no classes** and schools will be closed for the day. As a result of this change, **Friday, Dec. 10 will be a regular school day**.

The CBE asks that all schools recognize [Truth and Reconciliation Week](#) from Sept. 27 to Oct. 1, 2021. This week will continue the conversations of [Every Child Matters](#) and [Orange Shirt Day](#) and provides flexibility for schools to select at least one school day within this week to recognize Orange Shirt Day with students while learning about the history and legacy of residential schools.

## Reminder | Year-End Reports

Under the *Education Act*, school councils are responsible for submitting an annual report to the Board of Trustees. This report helps the Board of Trustees measure and be accountable for parent and community involvement. The school council chair is responsible for submitting the report to the Board of Trustees.

If you have not yet submitted your 2020-21 year-end report please do so as soon as possible.

The report template can be found on the school council [website](#). Please send the completed report to the Board of Trustees via email at [boardoftrustees@cbe.ab.ca](mailto:boardoftrustees@cbe.ab.ca) or mail through your school to: Office of the Board of Trustees, Education Centre, 1221 – 8 Street S. W., Calgary, AB T2R 0L4

## COVID-19 Information for 2021-22

Please refer to the [COVID-19 page](#) listed on our website. **This page is updated as new information becomes available or as information changes.** The page includes what to do if a student has COVID-19 symptoms, as well as a detailed FAQ.

## Notification of Positive Cases of COVID-19 in Schools

Starting on Monday, Sept. 13, schools will begin providing notifications when families self-report an AHS-confirmed case of COVID-19 to their school. If families report a positive case to the school, you are providing consent for the school to send out a notice to specific classes associated with the self-reported case, as well as a general notice to the school community at the end of the school day. Notices will not be sent over the weekend. [Learn more.](#)

## K-12 Education and COVID-19

Alberta School Councils Association (ASCA) is asking parents and guardians to review the Alberta government's revised back to school plan, in addition to the related guidance documents. More details are available on the ASCA website.

Please submit comments to [parents@albertaschoolcouncils.ca](mailto:parents@albertaschoolcouncils.ca)

## ASCA Workshops

ASCA workshops are designed to help school councils understand their legislated role and enhance parent engagement in the school community.

See the [Workshop Brochure and Booking information](#) on the ASCA website. At this time, all workshops are delivered virtually.

## ASCA Membership

If your school council does not have an [Alberta School Councils' Association](#) 2021-22 membership, please fill out [this form](#). ASCA memberships are paid for by the Board of Trustees. However, memberships need to be renewed, by the school council, each school year (July 1 – June 30).

The benefits of an ASCA membership are listed on their [website](#).

## ASCA Online Learning Resources

In the new reality of online delivery, Alberta School Councils' Association (ASCA) has increased digital resources, virtual interactions and opportunities for school councils to utilize in operations.

ASCA has restructured delivery of services, workshops and supports by offering online learning resources for school councils.

ASCA hosts [Meeting Mondays](#) – online engagements, creating a forum for school council parents to learn, share information, and support each other.

[Webinar Wednesdays](#) present interactive online training sessions, focused on topic areas specific to the work of school councils.

Informative web clips –(shorter, distinct information; 2 to 5 minute videos) and webcasts (longer information videos; 5 to 10 minutes in length) with a beneficial range of topics have been developed to assist school councils.

Web clip topics include *School Councils and School Re-entry*, *Hosting a Virtual School Council Annual General Meeting (AGM)*, and *School Council Election Process*.

School council members can access these webinars using their ASCA membership.

## ASCA Member Bylaw Survey

Input on Bylaws Article 4 MEMBERSHIP  
If the Board of Directors determines amendments to Article 4 MEMBERSHIP are needed, they will be proposed through a Special Resolution for ASCA Member School Council consideration and approval at the 2022 AGM on April 24.

The survey is open for input from Sept. 1 – Dec. 1, 2021. [Survey Link](#)

## Reminder | Online Fundraising and Donation Processing

EducationMatters, the CBE's charitable trust and foundation, has an online donation platform that makes it easy for your school council/parent society online fundraising campaigns. Anyone can donate to your school as a general donation or for a specific project. To set up a specific fundraising account please contact EducationMatters by email at [info@educationmatters.ca](mailto:info@educationmatters.ca) or call 403-817-7468.

Certain types of donations are processed through EducationMatters, including: sponsorships, donations from an individual or group of individuals, donations from a business or organization, donations from a not-for-profit or charity and fundraising campaigns including school-based campaigns requiring tax receipts. Like all charities, EducationMatters charges an administration fee of 3.5 per cent based on the total amount of the donation being processed. This fee helps to cover the cost of processing the donation and overhead costs that they incur in order to do that work.

Website: [EducationMatters.ca](http://EducationMatters.ca)

Contact info: EducationMatters by email at [info@educationmatters.ca](mailto:info@educationmatters.ca) or call 403-817-7468.

More information: [CBE donations webpage](http://CBE donations webpage).

## Don't Miss Out on School Messages

Due to Canada's Anti-Spam Legislation, parents and guardians need to subscribe online to receive some school messages on topics like student fees, picture days, field trip costs, yearbooks, fun lunches and more. **Subscribe online** at [www.cbe.ab.ca/subscribe](http://www.cbe.ab.ca/subscribe).

In addition, to receive any **text messages** from your school or the Calgary Board of Education please opt in for texts. Use the cell phone on file with your school to text the word **YES** to the six-digit number **978338**.

There is no extra cost to receive SMS messages from CBE, but standard message rates and data charges from your carrier apply when you receive messages from us. See all terms and conditions at [www.cbe.ab.ca/SMS](http://www.cbe.ab.ca/SMS).

For more information, visit [www.cbe.ab.ca/subscribe](http://www.cbe.ab.ca/subscribe) or view [Questions and Answers](#).

## Back to School Fundraising Campaign

EducationMatters is committed to helping Calgary Board of Education students succeed in school. This year they will be accepting gift cards, or donations to purchase gift cards, to disburse to students to ensure that they have everything they need to make the school year a positive one. Gift cards are an ideal option for students in need as they provide each individual with the dignity of choosing their own purchases and allow a greater level of flexibility in purchasing supplies that best align with individual needs.

Donations for this campaign can be made [online](#). Physical gift cards can be mailed to 1221 - 8 Street SW, Calgary T2R 0L4. Tax receipts are available for both. See [EducationMatters site](#) for details.

## School Council Meetings

In-person school council meetings still cannot take place. If school council and or parent/school societies have business that they NEED to attend to, please conduct these meetings using technology such as Microsoft Teams, as well as email or telephone calls. For the safety of everyone, please follow the guidelines and direction set by AHS and the government

Alberta School Councils Association (ASCA) has information in their [web clips](#) to assist you with "how-to" host a Virtual School Council Annual General Meeting (AGM), and have a School Council Election.

## Update Your School Council Information

When you have established your school council for **2021-22** please send the updated School Council contact information to [schoolcouncils@cbe.ab.ca](mailto:schoolcouncils@cbe.ab.ca). Please include the following information for your Chair, Co-Chair/Vice Chair and Key Communicator.

- First and last name
- School council title/role
- Name of school
- Email address
- Phone number (only to be used if we need to change meeting dates or locations on short notice)

Even if your school council executive is not changing for the 2021-22 school year, we would appreciate a confirmation of the contact information. Thank you.

## Draft K-6 Curriculum

The Government is seeking feedback on [Alberta's draft kindergarten to Grade 6 \(K-6\) curriculum](#).

The curriculum provides clear and specific details about the knowledge and foundational skills that all elementary student must learn in each subject and grade.

**Your feedback is welcome until the spring of 2022.**

The refined curriculum is expected to be implemented in classrooms across the province in September 2022.

## French for Parents – Level 1

Attention CBE parents and caregivers! Do you have a child in French immersion? Build your French language skills in this introductory course. Learn or refresh vocabulary and grammar while increasing your confidence speaking French. Become more comfortable helping your children with their homework and conversing with the school staff.

Register at: [French for Parents – Level 1](#)

## Important System Calendar Dates

Please note the following upcoming dates that apply to all schools.

### Friday, September, 24

System wide non-instructional day. Students do not attend school.

### Thursday, Sept. 30

Truth & Reconciliation Day. All CBE schools and offices will be closed.

### Friday, Oct. 8

System wide non-instructional day. Students do not attend school.

### Monday, Oct. 11

Thanksgiving Day, Statutory holiday. All CBE schools and offices are closed.

### Monday, Oct.18,

System-wide Professional Learning Day. Students do not attend school.

Please see your school website for other dates that are specific to your school.

## Thinking of Running as a CBE Trustee?

The Alberta municipal election will take place on Monday, Oct. 18. As part of the municipal general elections, Calgarians will vote for their school board trustees.

Are you thinking of running as a trustee for the Calgary Board of Education? Visit our [trustee election page](#) on the CBE website, the [City of Calgary elections page](#), and the Alberta School Boards Association (ASBA) website for [Election Resources for Trustee Campaigns](#).

Nominations for the general election are open until **Monday, Sept. 20, 2021.**

## Spanish for Parents – Level 1

Attention CBE parents and caregivers! Do you have a child in Spanish immersion? This beginning level course will help parents of bilingual Spanish students learn or refresh their Spanish language skills. Build confidence interacting with your children in Spanish while growing your skills and network of bilingual parents. Register at: [Spanish for Parents – Level 1](#)

## Upcoming Elections

Many of our schools will be used as polling stations for the upcoming federal and civic elections. The CBE has security measures and protocols regarding the use of schools as polling stations.

The Federal election, which takes place on Monday, Sept. 20, will be following COVID protocols to keep voters, election employees, students and staff safe.

The Municipal election is being held on Monday, Oct. 18 which is a System-wide, non-instructional day. Students will not attend school that day.

## Want to Work for Elections Canada?

Elections Canada is hiring poll workers for the federal election on Monday, Sept. 20. These are paid positions and training is provided. Apply now at [elections.ca/jobs](#) or phone 1-800-463-6868. See the [elections.ca](#) website for more details.

## Fun Lunch Guidelines - Sept. 2021

Food guideline criteria around monthly fun lunches (Healthy Hunger, The Lunch Lady, pizza, etc.), and fundraisers.

It is the Principal's discretion in consultation with the Education Director as to whether a program/event will proceed or not. If an event/program is agreed to, the school must meet the following criteria:

1. Must follow the [COVID-19 protocols](#) (Alberta Government and AHS Reopening Guidelines for Restaurants, Cafes, Pubs and Bars, as well as CBE general COVID-19 protocols)
2. Must follow the COVID-19 guidelines for [volunteers](#). It is strongly recommended that when volunteers are involved in any foodservice supports they take the AHS [Food Basics Safety Training](#).
3. Must be able to manage the waste and recycling.
4. Where CBE staff are making, and/or organizing the ordering of food, all food products must meet Nutrition [AR 3047](#), CBE's Nutrition Criteria and meet the [Alberta Nutrition Guidelines for Children and Youth](#). All food products must come from a permitted source.
5. Ensure that CBE staff have the AHS [Food Basics Safety Training](#) (as a minimum requirement).
6. **No cash payments** for these programs or events; schools cannot accept or handle cash payments at this time.

**Please note** | Any foodservice supports that are **reoccurring** must meet CBE Nutrition Guidelines as well as hold a valid AHS Food Handling Permit.

<b>Food Events/ Programs/ Supports for 2021-2022</b>	
<b>No:</b>	<b>Yes:</b>
School Milk Programs (provided daily)	Approved programs and agency supports
Food delivery service such as Skip the Dishes	Occasionally provided shelf stable emergency food supports (e.g. emergency lunches)
Catering, large informal gatherings (BBQ, Pancake Breakfast)	Monthly Fun Lunches (based on above criteria)
Potluck, shared food, shared condiments, shared birthday treats, bake sales	
Independent community/group supports (churches, external groups/organizations)	
Dropping off lunches without prior notice (phone call required to make arrangements for students who do not have a lunch, schools have the discretion to refuse or accept drop off)	
<b>Note</b>   if you have any questions please contact your school	