

## community engagement plan

# Marshall Springs School (Evergreen middle school)

**Issue** | CBE has received Provincial approval for a new middle school in the community of Evergreen which is scheduled to open in September, 2016.

**Level of public participation** | Consult

**Goal** | To obtain public feedback on analysis, alternatives and/or decisions.

**Promise to the Public** | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

### CBE Alignment

- Results 1: Mega Result
- Three-Year Education Plan 2012-2015
- Operational Expectations 3: Treatment of Owners
- Operational Expectations 9: Communicating With the Public
- Operational Expectations 12: Facilities

<http://www.cbe.ab.ca/about-us/policies-and-regulations/Pages/Governance-Policies.aspx>

### Decision making during construction

- Any decisions regarding this new school/replacement school/modernization project will be made by the Steering Committee. Once the Development Permit has been approved the Project Committee will respond to concerns.

### Parent Stakeholder Meetings

June 18, 2014

#### 1 | Public Open House

View preliminary drawings and site placement

- Develop an understanding of the issues
- Begin communications with the public around the project
- Gather feedback on design and site
- Provide information to participants to take back to their communities/schools

Members to include: Parents, community representatives, MLA's, City Councillors, Trustees, Principals, Area Director(s), members of Facilities and

August 6, 2014	<p>Environmental Services, members of Planning &amp; Transportation, members of Communications.</p> <p><b>2   Public Open House – Consultant Presentation</b> View preliminary drawings and site placement</p> <ul style="list-style-type: none"> <li>▪ Develop an understanding of the issues</li> <li>▪ Begin communications with the public around the project</li> <li>▪ Gather feedback on design and site</li> <li>▪ Provide information to participants to take back to their communities/schools</li> </ul>
September 17, 2014	<p>Members to include: Parents, community representatives, MLA’s, City Councillors, Trustees, Principals, Area Director(s), members of Facilities and Environmental Services, members of Planning &amp; Transportation, members of Communications, Architectural Consultants.</p> <p><b>3   Public Open House - Consultant Presentation</b> View preliminary drawings and site placement</p> <ul style="list-style-type: none"> <li>▪ Develop an understanding of the issues</li> <li>▪ Begin communications with the public around the project</li> <li>▪ Gather feedback on design and site</li> <li>▪ Provide information to participants to take back to their communities/schools</li> </ul>
May 4, 2015 June 2, 2015	<p>Members to include: Parents, community representatives, MLA’s, City Councillors, Trustees, Principals, Area Director(s), members of Facilities and Environmental Services, members of Planning &amp; Transportation, members of Communications, Architectural Consultants</p> <p><b>4   Name selected for New Middle School in Rocky Ridge/Royal Oak</b></p> <p><b>5   Public Open House</b> Share opening grade configurations, walk zones and enrolment projections</p> <ul style="list-style-type: none"> <li>▪ Develop an understanding of the issues</li> <li>▪ Communicate with the public around the project</li> <li>▪ Provide information to participants to take back to their communities/schools</li> </ul>
November 10, 2015	<p>Members to include: Parents, community representatives, MLA’s, City Councillors, Trustees, Principals, Area Director(s), members of Facilities and Environmental Services, members of Planning &amp; Transportation, members of Communications.</p> <p><b>6   New School Walk Zone Survey</b></p> <ul style="list-style-type: none"> <li>▪ An opportunity for parents and Stakeholders to provide feedback on the walk zone for the new school</li> </ul>
December 8, 2015	<p><b>7   Monthly Construction Status Updates</b></p> <ul style="list-style-type: none"> <li>▪ Share current status of the build on project page</li> </ul>
<p><b>Meetings internal stakeholders</b> April 28, 2014</p>	<p><b>Steering Committee Meetings</b> Meet with project team to develop and carry out project planning process</p> <ul style="list-style-type: none"> <li>▪ Formulate the community engagement plan</li> <li>▪ Present information regarding the project proposal and the issues</li> <li>▪ Maintain up to date communication around the status of the project</li> </ul>

- Identify milestones for communication to stakeholders
- Provide assistance or support in engaging all school staff
- Provide assistance or support in gathering staff feedback

Members to include: Director, Capital Planning & Development; members of the FES department; members of the Planning & Transportation team; Principals, Area Director(s), Communications team, designers, project managers, contractors, representatives of Alberta Infrastructure

Start Date: TBA

Project Management Meetings

TBA