

community engagement plan

Jack James High School

Issue CBE has received Provincial approval for a major modernization of Jack James High School which is scheduled for completion in September, 2016

Level of public participation Consult

Goal To consult you throughout the process and to obtain your feedback on the accommodation project and 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(s).

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/policies/governance.asp>

Decision making during construction

- Any decisions regarding this 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

Date: 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 Environmental Services, members of Planning & Transportation, members of Communications .

August 6, 2014

2 | Public Open House

Design Consultant Presentation

- View preliminary drawings and site placement
- Develop an understanding of the issues
- Communicate with the public around the project
- 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 Environmental Services, members of Planning & Transportation, members of Communications.

August 27, 2014

3 | Staff Meeting at Jack James and Forest Lawn High Schools – two meetings

- Share key messages from the Area III Director
- View preliminary drawings and site placement
- Develop an understanding of the project and issues
- Communicate with the staffs around the project
- Collect feedback and answer questions

Members to include: Principals, Administration, Jack James School staff; Forest Lawn School staff; design consultants; member of Planning & Transportation; member of Communications.

September 17, 2014

4 | Public Open House

Design Consultant Presentation

- View preliminary drawings and site placement
- Develop an understanding of the issues
- Communicate with the public around the project
- 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 Environmental Services, members of Planning & Transportation, members of Communications.

December 4, 2014

5 | Jack James Open House

December 16, 2014

6 | Forest Lawn Open House

Meetings internal stakeholders

Start Date: April 28, 2014

Steering Committee Meetings

Meet with project team to develop and carry out project planning process

- Formulate the community engagement plan
- Present information regarding the project proposal and the issues
- Maintain up to date communication around the status of the project
- 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