



School Council Meeting Agenda Sept 18, 2024

School Council Purpose “ To Enhance Student Learning”

Item	Topic	Discussion	Time (min)	Person
1.0	Call to Order @ 6:30 pm:	Danielle, Tara, Tammy, Laura, Joanne, Krista, Marci, Myrna, Kathryn, Mrs. Beck, Catherine, Mrs. Finnie, Kelsey, Graeme, Meg	1	Danielle
2.0	Review and Approval of May Minutes	Marci approved, Myrna seconds.	1	
3.0	Review of Agenda	Addition-Possibility of a June meeting.	1	
4.0	Report Updates			
4.1	Chair/ Vice Chair	<p>Introductions Encouragements -Thank you to Lana Christmann and Callie Dunham for all their years of working with our children at Seven Persons.</p>	2	Danielle
4.1	Teacher report	<p>Brief update on what is happening in your class or academy. School update from teachers How can PC support you in your classroom? Are there any other requests for support?</p> <ul style="list-style-type: none"> • Mrs. Finnie: Returning from mat leave after years of Gr 1 or ½ split. She took a part time position teaching Kindergarten. Was awarded a Prairie Rose Possibilities grant to start a nature kindergarten program. They will venture to different natural locations to let the outdoors be the classroom. Many locations will be travelling into the city-any properties who may be willing to open their space to the students let Mrs. Finnie know. Bussing is still to be discussed. 23 Part time kids in Learn and Explore MWF. 10 are registered for full time. • Mrs. Beck-JK is doing many science experiences and rule based play with games. They are having fun, learning to get along. There are 9 JK kids. She is the Learning Support teacher as well. 	5-10	
4.2	Principal/Vice Principal	<p>Administration update</p> <ul style="list-style-type: none"> • Start of school year has been good. Welcomed new faces into the building! Mrs. Finnie, Mrs. Deck is back, Mrs. Vis is Gr 1 ½ time. Mrs. Lagran is an EA from SD 76, Mrs. Hanson new admin from SD 76. • Draft Admin procedure for mobile devices. The procedure is not much different from standard culture at SPS. If there is any feedback, please send it to Mrs. Usher. Chromebooks have Wi-Fi but cannot access social media platforms. If students access sites 	5	Catherine

		<p>that are blocked on their Chromebook, the division gets a notification.</p> <ul style="list-style-type: none"> ● Alberta School Council Engagement Grant-\$500 community enhancement grant per school council. Foremost and Oyen have done community events with speakers. There are specific criteria/parent engagement activities the grant can be used for. ● The Division office paid the Parent Council Fees ● Truth and Reconciliation Day will be celebrated Sept 27th. ● Gr 5/6 will go to Irvine to play Lacrosse on Sept 27th. ● Tiki Press will open the store for SPS merchandise all year. There is no minimum order. If there is anything additional you want to see in the store let Mrs. Usher know. ● Yearbook should be ready to print in the next few weeks. Likely to print through Canva. ● SPS Clans-all students are divided into 12 clans and are based on the Indigenous Plains Spirit Animals. Each clan will have a color and Buff scarf. Tiki Press is doing a mockup of what it will look like. They will do a Harry Potter type sorting hat ceremony. If you are a wolf in Gr. 2, you will be a wolf through all your SPS adventures. They will do dress up days and the clans will get points. Track and field clans will get points for 1st, 2nd, 3rd place. Intramurals will be done in the clan groups. There are 2 staff members for each clan. ● Important dates have also been provided. ● Track and Field-there will likely be a survey to determine if there is a preference for one day or two. ● Terry Fox Walk-it was a little rainy but overall excellent. ● Kindergarten's job is to pick the tomatoes. ● Hot lunch starts Oct 16th. Should come out on School Cash this week. For Gr 4-9 students they will complete a google form where they can note what they want to see for soups. Soup price will stay the same as last year. The profits are used to purchase equipment for the foods room. ● Shop-all things have been moved from the shed into the firehall. They are in setting it up for mechanics, construction, and welding. 		
4.3	Trustee	<p>Prairie Rose School Updates</p> <ul style="list-style-type: none"> ● Organizational meeting-all positions stayed the same. ● Strategic engagement plan was discussed. ● Cell phone policy needs to be finalized by Jan 1/25 ● They approved an ATB borrowing resolution for \$750K just in case something goes awry. It has never been used in Graeme's 20 years. ● Some issues in Redcliff if you stop or not if a bus is stopped with flashing lights. In Med Hat, you can pass a stopped bus, but not in Cypress County. ● Division priorities with costings were outlined. Redcliff modernization project was approved for \$20M. ● Burdett school was meant to move to Bow Island, however, County of 40 mile is against this change. ● EBHS is priority 4 for an expansion. 	10	Graeme

		<ul style="list-style-type: none"> Coulee Collegiate building is on 30th street in the old Case building. Many programs use the space including Dave Rozdeba flight academy, SAHA, clusters of steam/power trades, transportation trade, and others incl carpentry and welding. It also currently houses some of the purchased school busses (39 busses for \$6M on an interest free loan). 		
5.0	Old Business			
	Meeting Dates for the year	<ul style="list-style-type: none"> Parent Council will meet on the 3rd Wednesday of the month with a couple of exceptions. Kindergarten Parent Council Meetings-Would we consider changing to a Tuesday or Thursday so they could follow the Kindergarten Parent Council Meetings? Can Kindergarten parents be polled to assess if they would stay for a Parent Council meeting. June meeting-still needed to make decisions on Bursary in May? It can be better to have a quick meeting in June vs. a ton of back and forth over email. Young at Heart Reading program starts Oct 1. Grandparents can come and read to the K-3 kids. It is scheduled every other Tuesday. 		
5.1	Event	Grade 9 Farewell -what worked well, what would staff/parents do different	5	Danielle
6.0	New Business			
6.1	Chili Cook-off	<ul style="list-style-type: none"> What is needed? Volunteers, set-up? Bar-b-q for hot dogs. Fortis is supplying the BBQ with 2 people to cook. Kona Ice will be there as well. Volunteers to assist with setting up tables, and chairs. Set up is right after school. Next year do they want to try and do it in the first 2 weeks of Sept before sports start up. 	5	Marci
6.2	Classroom Reps	<ul style="list-style-type: none"> Is this something that we are interested in pursuing? Would it be helpful? Could send out a letter and each class could have a parent rep or 2 to get improved communication and learn what parents need from parent council and the school. 	5	Danielle
6.3	Event Coordinators	<ul style="list-style-type: none"> Review plan for the year Review coordinators and where we still need someone. Volunteer plan - send out google doc. Prior to each event, Event Coordinators Ashleigh Murray and Kelsey Haubrich, will: <ul style="list-style-type: none"> Contact the coordinator of the event and have them contact the school to set the date. They will give them then Event Planning document for that event. Help determine how many volunteers are needed and help reach out for them. Ideally want to have the same events in the same months consistently so people can think about them. 	5	Danielle

6.4	Young at Heart Reading Club	<ul style="list-style-type: none"> Poster Highlight review - not confirmed yet 	5	Danielle
	Upcoming			
	Event	Dance		
7.0	Meeting Adjourned	Next Meeting- October 16th at 6:30pm Meeting Adjourned @ 7:39 pm.	1	Danielle

School Community Event Coordinators - Kelsey Haubrich and Ashleigh Murray

Month	Event	Person In Charge 2023-2024
September	Back to School Chili Cook-Off	Marci Sweet
October	School Dance	Kelsey Haubrich
November	Bingo	Danielle Pluth
December	Christmas Market Community Christmas (even years)	
January	Movie Night	Amy Sameshima
March		
April	Teacher Appreciation School Dance (not a good time due to seeding)	Marcy Sweet and Amy Deck Kelsey Haubrich
May	Track and Field Concession Bus Driver Appreciation	Angela Guest Karen Martens/Amy Sameshima? Ashleigh Murray
June		

ARTICLE 9: DUTIES OF OFFICERS

9.01 Chairperson

The Chair of the School Council shall:

- (a) Prepare the agenda for meetings in conjunction with the Principal;
- (b) call and chair meetings of the School Council;
- (c) be responsible for the overall functioning of the School Council;
- (d) prepare and provide the Board annually with a report setting out the activities of the School Council;
- (e) a liaison with the Board;
- (f) represent the School Council at external functions;
- (g) be an ex-officio member of all committees;
- (h) normally serve a maximum of two consecutive terms (each consisting of two (2) years)

9.02 Vice-Chairperson

The Vice-Chair shall:

- (a) assist the Chair and assume the duties of the Chair in his or her absence;
- (b) normally serve a maximum of two consecutive terms (each consisting of two (2) years).

9.03 Secretary

The Secretary shall:

- (a) record and be the custodian of the minutes of the School Council;
- (b) prepare and file correspondence of the School Council;
- (c) prepare and file correspondence of the School Council as required by the Chair;
- (d) normally serve a maximum of two consecutive terms (each consisting of two (2) years).

2. The Council shall consist of a minimum of twelve (12) members to a maximum of eighteen (18) members depending on the interest in a given year. The Council shall be organized in the following manner.

- a minimum of seven (7) parents of students attending the school. At least one (1) shall be a parent who is a member of the Seven Persons School Parent Association (voting member)
- one (1) elected community member preferably without children attending Seven Persons School (voting member)
- three (3) staff members of the School (non-voting members)
- School Board Trustee (non-voting member)

In an attempt to be representative of the School's student population and geography, the following distribution of parents shall be used, if possible:

- one (1) shall be a parent who has a child in kindergarten;
- two (2) shall be parents who have children in grades 1 – 3;
- two (2) shall be parents who have children in grades 4 – 6;
- two (2) shall be parents who have children in grades 7 – 9;
- one (1) shall be a parent who has a child at Seven Persons School and Eagle Butte High School

Of the three (3) staff members:

- one (1) shall be the Principal;
- one (1) shall be the Vice-Principal;
- one (1) shall be a rotating member. At the staff meeting in September teachers to fill this rotating position will be determined by the staff.

Appendices:

- P. 8-10 Important Dates for the 2024-2025 School Calendar
- P. 11-13 Alberta School Council Engagement (ASCE) Grant
- P. 14-20 Draft Administrative Procedure A313-Use of Personal Mobile Devices and Social Media in Schools and Ministerial Order
- P. 21-22-Graeme's Board of Trustee's Report

Important Dates for the 2024 - 2025 Calendar

Date	
September 3	Back to School Gr. 1 - 9
September 5	Kindergarten First Day - All students
September 10	Junior Kindergarten First Day
September 17	School Pictures - ONLY 1 day for all
September 19	Terry Fox Run
September 25	Back to school Chili Cook Off - 5:00-6:00
September 27	Truth & Reconciliation/Orange Shirt Day
September 30	SI Day - no school
October 11	No School - Division Directed Day
October 14	Thanksgiving Day - No School
October 18	Talent Show
October 31	Halloween activities in class (afternoon)
November 6	Remembrance Day Service - 10:30 am in the gym
November 7	No School - School Improvement Day (ALL STAFF DAY)
November 8	No School - School Improvement Day
November 11	No School - Remembrance Day
November 22	First Report card
November 27 - 28	Book Fair
Nov. 27 & 28	Parent Teacher Interviews: Wednesday - 4:00 - 7:00 pm Thursday - 3:30 - 6:30 pm
December 12	Christmas Market (Classes will follow schedule)
December 19	Community Christmas

December 20	Early Dismissal - 2:00 pm
Dec. 21 - Jan 5	No School - Christmas Holidays
January 6	Back to School
January 29	No School - SI Day
January 31	Jump Rope for Heart
February 3 - 7	EBHS Production - Willy Wonka - with Fine Arts Academy students
February 17	No School - Family Day
February 18 - 19	No School - Wellness Days
February 20 - 21	No School - Teacher Convention
February 26	Pink Shirt Day
March 14	Second Report Card
March 19	Exhibition of Learning 5:00-6:00 pm
March 20	Parent Teacher Interviews - 3:30-6:30
March 21	No School - School Improvement Day
April 7 - 11	Education Week
April 18 - April 27	No School - Easter Break
May 2	Parent Appreciation Breakfast - 7:30-8:30 am
May 10	Seven Persons Community Day
May 11	Mother's Day
May (TBD)	LA Achievement test - gr. 9 Part A
May (TBD)	LA Achievement test gr. 6 Part A
May 14 or 15	School Track Meet Day
May 16	No School - School Improvement day
May 19	No School - Victoria Day
TBD	Academy of the Fine Arts Production - 6:00-7:30 pm

May 29, 30	Kaleidoscope
June 5	Mock Kindergarten Day (NO SCHOOL FOR KINDERGARTEN STUDENTS)
June 6	SI Day - No School
June 12	Grade 9 Farewell
June 13	Kindergarten Graduation
June 15	Father's Day
June (TBD)	Achievement test for gr. 6 & 9 (no tests on June 21)
June 20	Last day for Junior Kindergarten & Full-time Kindergarten
June 26	<p>Last Day of School - Gr. 1-9</p> <p>Awards Ceremony in the morning</p> <ul style="list-style-type: none"> • 8:45-9:30 - Grades 1-3 • 9:45-10:30 - Grades 4-6 • 10:45-11:30 - Grades 7-9 <p>Dismissal - 2:00 pm</p>

Reporting

1. The agent will submit a final report outlining all results received by each consortia in the reporting period of the **school year**, accompanied by a financial statement to conclude the funding cycle by November 30 of the next **school year**.
For example: activities carried out during the 2023/24 **school year** will be reported on by November 30, 2024. This report will outline the **outcomes** achieved related to the established priorities as well as expenses related to infrastructure and administration of consortia activities.
2. The agent will document the following for each consortia and in addition provide a consolidated statement to the Ministry of Education annually by November 30, reflecting the previous **school year's** spending:
 - Statement of Revenues and Expenses; and
 - Statement of Financial Position.

G2 – Alberta School Council Engagement (ASCE) Grant

This grant provides funding to school authorities for each school in order to support school councils fulfilling their legislated responsibilities in the education system and enhancing parent involvement and engagement.

Allocation Formula

\$500/school council

Allocation Criteria

1. Only schools required by the *Education Act* to have a school council will be eligible for this grant (i.e., public, separate, francophone and charter schools). Note: A school council must be established for each school operated by the board as per the *Education Act*, Section 55(1).
2. Of the eligible schools, only those with an active school council will receive the grant.

Guidelines

1. By the end of October, school authorities will provide Alberta Education with the number of active school councils in their jurisdiction and any other relevant information requested. Grant funds will be allocated to school authorities through the usual funding processes.
2. School authorities are responsible for ensuring that the funds are disbursed to their schools and made available to the school councils. Funds must not be directed to registered fundraising societies. The decisions for the use of the funds must be made by the school councils.
3. The ASCE Grant form is available in **Section M** and also from the Alberta Education Stakeholder File Exchange site. A spreadsheet template will also be available.
4. Funds are to be used to support school councils in fulfilling their legislated responsibilities and for **parent** involvement and engagement activities.

- School council responsibilities are outlined in the *Education Act* and *School Council Regulation* including:
 - advising the principal and the board respecting any matter relating to the school;
 - consulting with the principal so that the principal may ensure that students in the school have the opportunity to meet the standards of education set by the Minister;
 - consulting with the principal so that the principal may ensure that the fiscal management of the school is in accordance with the requirements of the board and the superintendent;
 - establishing and implementing policies in the school that the school council considers necessary to carry out its functions;
 - making bylaws governing its meetings and the conduct of its affairs;
 - advising on the development of school education plans, annual education results reports and budget; and
 - completing and providing an annual report to the **school board** summarizing its activities and detailing the receipt, handling and use of any money in the previous school year.
 - Parent involvement and engagement activities that:
 - broaden the number of school events that include parents;
 - diversify the communication tools used to reach parents; and
 - seek out the advice and ideas of other parents.
5. Annually, school councils should establish local priorities aligned with the grant purpose that the funds will support.
6. Examples of parent engagement activities and projects that funds can be used for include:
- workshops for parents to increase capacity for school council members;
 - information sessions on how parents can support student learning at home and at school;
 - parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.;
 - programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Métis and Inuit learners;
 - parent resources and tools in multiple languages;
 - events to engage parents on important local issues;
 - conference fees;
 - parent engagement in promoting the value of arts;
 - trainer/facilitator costs for the professional development, workshops or sessions associated with the above.
7. Examples of non-allowable expenses include:

- entertainment costs, meals, snacks, other food;
 - no capital asset purchases;
 - activities that have already taken place;
 - organization memberships;
 - fundraising events;
 - prizes or incentives to parents and/or students;
 - payment to school board staff including honoraria, gifts;
 - entertainment activities such as barbeques, volunteer teas, movie nights, dances, concerts or performances, etc.
8. All funds provided should be spent in the school year in which they are allocated. Any unused funds may be required to be returned to Alberta Education.
 9. School authorities are expected to support their school councils to ensure funds are spent appropriately.
 10. As per Section 13(2) and 14 (1) of the *School Councils Regulation*, school councils must annually report to the board on the receipt, handling and use of the ASCE Grant.

G3 – First Nation Framework Agreement Enhancement Funding

The First Nation Framework Agreement Enhancement Funding is to support **First Nation Education Authorities** whose member First Nations have signed a **Framework Agreement** with the Government of Alberta. The purpose of this funding is to support participating First Nations in their strengthening of education on-reserve in Alberta and to address the systemic education gap through capacity building and supporting local priorities such as language and culture revitalization, teacher professional development and parental and community engagement. This funding is meant to enhance, but not replace, federal education funding.

This funding is targeted for **First Nations children/students** who reside on-reserve and attend a **First Nation School** and is calculated on a per **child/student** basis to enhance existing funding received from other sources.

Allocation Formula

$$\frac{\text{\# of children/students participating under a First Nation Framework Agreement}}{\text{Per Child/Student Rate}}$$

Allocation Criteria

1. Allocations are based on the number of **First Nations children/students** attending on-reserve **First Nations schools** operated by a **First Nation Education Authority** that have signed a Framework Agreement with Education at a rate of up to \$2,000 per **child/student**.



DRAFT

Administrative Procedures

A313 – Use of Personal Mobile Devices and Social Media in Schools

Purpose/Background

Prairie Rose students deserve a distraction free environment in which they can nurture a sense of belonging and positive sense of self. A313 establishes clear guidelines for the responsible use of cell phones and personal mobile devices.

Definitions

Personal Mobile Devices: Any personal electronic device that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop, or smartwatch.

Social media: Online platforms and applications that enable users to create, share, and interact with content and communicate with others. These platforms typically allow users to create profiles, post text, images, videos, and other media, and engage with the content of others through likes, comments, and shares. Examples of popular social media platforms include Facebook, Twitter (now known as X), Instagram, TikTok, and LinkedIn. Excluded from this definition for the purposes of this administrative procedure is PRPS Education Suite products.

Instructional Time: Includes time scheduled for the purposes of instruction, examination/testing, and other student activities where direct student-teacher interaction and supervision are maintained whether on-campus or off-campus.

Procedures

1. This procedure applies to all students registered within Prairie Rose Public Schools.
2. Students are not to use their personal mobile device in school during instructional time, at school events during the school day (e.g., assembly, homerooms, clubs) unless specifically authorized by their school's administrator or their teacher.
 - a. Administrators or teachers may permit the use of personal mobile digital devices for specific educational activities on a case-by-case basis. These activities should be planned and structured to enhance learning outcomes.
 - b. The use of school devices is permitted for specific educational activities. These activities should be planned and structured to enhance learning outcomes.
 - c. In the event of an emergency, the principal or designate will communicate acceptable use of personal mobile devices.
 - d. Students with health or medical reasons or special learning needs may be granted permission to use personal mobile devices during instructional time by the student's teacher.

A313 – Use of Personal Mobile Devices and Social Media in Schools

- i. Final decisions on medical or health exceptions will be made by school administration.
3. If students choose to bring personal mobile device(s) to school, they are expected to keep personal mobile devices turned off or on silent and stored not on their person during class time unless explicitly permitted for use by a teacher for educational purposes.
4. Schools, after consulting with their school council, may ban the use of personal mobile devices during class breaks, recess, lunch break or while on campus. This decision will be made by the school administrators after consulting with parents via the school council and will be communicated with the students and families annually.
5. Students are strongly recommended to leave personal mobile devices at home. The safest place for storage of personal mobile devices is at home. Students who choose to bring personal mobile devices to school do so at their own risk.
 - a. The school assumes no liability for lost, stolen or damaged personal mobile devices.
 - b. Parents/guardians and students assume full responsibility if their device is lost, stolen or damaged.
 - c. Any devices that are brought to school are to be stored in designated places as defined by the school and out of view. All personal mobile devices are to be powered off or placed on silent mode.
6. Student access to social media platforms on personal mobile devices or school provided devices during instructional/class time is not permitted to ensure students remain focused on educational tasks.
 - a. If an educational outcome requires access to a social media site, then the teacher must consult with the school principal and division office administration before considering access to such a site.
7. Personal mobile devices are not to be used in settings such as change rooms, washrooms, private counseling rooms, that have the potential to violate a person's reasonable expectation of privacy.
8. Consequences for Non-Compliance

A313 – Use of Personal Mobile Devices and Social Media in Schools

- a. First Incident
 - i. Action: Verbal Warning
 - ii. Description: The student is reminded of the expectations regarding responsible use of Personal Mobile Devices and/or social media.
 - iii. Follow-Up: The teacher will notify the student of the potential consequences for repeated offenses.

- b. Second Incident
 - i. Action: Confiscation and Parent/Guardian Informed
 - ii. Description: The student will turn in the Personal Mobile Device to the teacher, and it will be returned to the student at the end of class.
 - iii. Follow-Up: The teacher will record the incident and inform the student that subsequent offenses may result in more significant consequences. Parent/guardian is informed by the teacher.

- c. Third Incident
 - i. Action: Confiscation and Parent/Guardian Involvement
 - ii. Description: The student will turn in the Personal Mobile Device to the office and can retrieve the device at the end of the school day from the office. School administration will speak to the student and document the incident.
 - iii. Follow-Up: An Administrator will contact the parents/guardians to inform them of the repeated infractions to discuss the issue and reinforce the procedure and to notify of next step.

- d. Fourth Incident
 - i. Action: Loss of Privileges
 - ii. Description: For a period of one school week the child will not bring the mobile device to school or will turn it into the office at the beginning of day and retrieve it when they leave for the day.
 - iii. Follow-Up: A formal letter will be sent home to the parents/guardians from administration outlining the repeated offenses and the disciplinary actions taken. School administration will speak to the student document the incident.

- e. Further incident(s) may result in other actions as determined by the administration in consultation with parent/guardian in line with Administrative Procedure 303 – Student Code of Conduct. Further incidents are documented.

- f. Personal Mobile Devices that are taken temporarily from students by teachers or administrators must be securely stored.



A313 – Use of Personal Mobile Devices and Social Media in Schools

- g. In all cases, if cyberbullying is evident, a student may be subject to in-school suspension, out of school suspension or other corrective consequences at any point as per Administrative Procedure 303 – Student Code of Conduct.
- 9. This procedure will be communicated to students, staff, and parents/guardians at the beginning of each school year and reinforced through regular reminders.
 - a. Information on responsible personal mobile device use will be made available through school / student handbooks, the school website, and other appropriate channels.
- 10. This procedure will be reviewed annually to ensure compliance with provincial regulations and to address any emerging issues related to the use of digital devices in schools.

References

[Ministerial Order \(#014/2024\) - Standards for the Use of Personal Mobile Devices and Social Media in Schools](#)

[Standards for the Use of Personal Mobile Devices and Social Media in Schools – Parent Guide](#)

[AP303 Student Code of Conduct](#)

[Education Act Sections 11, 31, 32, 33, 36, 37, 52, 53, 196, 197, 222, 257](#)

Approved:



GOVERNMENT OF ALBERTA
DEPARTMENT OF EDUCATION
MINISTERIAL ORDER (#014/2024)

Standards for the Use of Personal Mobile Devices and Social Media in Schools

WHEREAS the use of personal mobile devices in schools can be a source of distraction that can negatively impact children's and students' mental health, engagement, and learning;

WHEREAS students are entitled to welcoming, caring, respectful and safe learning environments that respect diversity and nurture a sense of belonging and a positive sense of self, and the use of personal mobile devices can be used to harm, bully, and otherwise compromise this environment;

WHEREAS the Government of Alberta wishes to improve learning outcomes by supporting a distraction-free learning environment that promotes children's and students' wellbeing and limits opportunities for bullying;

THEREFORE I, Demetrios Nicolaides, the Minister of Education, pursuant to s. 18(2)(b) of the *Education Act*, hereby make the Order in the attached Appendix, being the Standards for the Use of Personal Mobile Devices and Social Media in Schools.

This Order comes into effect on September 1, 2024.

DATED at Calgary, Alberta June 20, 2024.

Demetrios Nicolaides

MINISTER OF EDUCATION

APPENDIX
EDUCATION ACT
MINISTERIAL ORDER (#014/2024)

Standards for the Use of Personal Mobile Devices and Social Media in Schools

Definitions

1. In these Standards,
 - a. "personal mobile device" means any personal electronic device that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop, or smartwatch;
 - b. "school authority" means any Alberta public or separate school board, Francophone regional authority, charter board, operator of private school, or private early childhood services operator;

General Restrictions

2. A school authority is required to, at a minimum, limit the use of personal mobile devices and restrict access to social media as follows:
 - a. Children and students may not use personal mobile devices during instructional time. If children and students have personal mobile devices with them during instructional time, they are required to keep these devices on silent or powered off, and stored out of view; and
 - b. Children and students may not access social media on school networks or on school devices.

A school authority may further limit the use of personal mobile devices and social media, so long as it otherwise complies with these Standards, including the Limited Use Exceptions in section 3, below.

Limited Use Exceptions

3. A school authority is required to allow for the following limited use exceptions:
 - a. Limited use of personal mobile devices must be permitted, as determined by a principal or equivalent, for health or medical reasons or to support special learning needs;
 - b. Limited use of personal mobile devices may be permitted for educational or other purposes, as determined by a principal or equivalent; and
 - c. Limited access to social media may be permitted, as determined by a principal or equivalent.

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APPENDIX

MINISTERIAL ORDER (#014/2024)

School Authority Policies and/or Procedures

4. A school authority is required to have policies and/or procedures relating to the use of personal mobile devices and social media in schools that comply with these Standards no later than January 1, 2025. A school authority may achieve this by developing new policies or procedures, or by incorporating these Standards into existing policies and/or procedures.
5. A school authority's policies and/or procedures are required to:
 - a. Set out the General Restrictions and Limited Use Exceptions in sections 2 and 3, above.
 - b. Address the location(s) and/or manner(s) in which personal mobile devices are to be stored out of view for the purposes of these Standards;
 - c. Address what constitutes "social media" for this purpose of these Standards;
 - d. Incorporate a progressive discipline approach to address violations. The progressive discipline approach is required to include notification to the parent of a child or student who is found to have violated the school authority's policies and/or procedure; and
 - e. Set out the roles and responsibilities of staff, children and students, parents, and other members of the school community in ensuring compliance with the policies and/or procedures.
6. A school authority is required to clearly communicate the policies and/or procedures to staff, children and students, parents, and other members of the school community annually and is required to ensure that the policies and/or procedures are readily accessible to the school community and/or public.

Organizational Meeting

Every fall the board of trustees elects a new or returning board chair, vice-chair and other key board representative positions. In addition to their regular duties, the following trustees will represent and attend events on behalf of Prairie Rose Public Schools during the 2024-2025 year:

- ✓ Lois Bedwell, Board Chair
- ✓ Patty Rooks, Vice-Chair
- ✓ Representative for the Alberta School Boards Association (ASBA) - Shauna VanderSpruit
- ✓ ASBA Alternate - Nancy Haraga
- ✓ Representative for the Public School Boards Association (PSBA) - Cathy Hogg
- ✓ PSBAA Alternate - Pam Cursons
- ✓ Teachers Employer Bargaining Association (TEBA) - Pam Cursons
- ✓ Representative on the Rural Caucus of Alberta - Patty Rooks

Strategic Engagement Plan

Superintendent Reagan Weeks shared that PRPS is in the final year of the three-year education plan. During the 2024-2025 school year, engagement sessions will be held with all stakeholder groups to gather feedback for the development of the next three-year plan. This engagement will include meetings with school leaders and trustees, roundtable discussions with staff and student groups, discussions at school council meetings, and conversations with school stakeholder groups (partners, municipalities, etc.). The new plan will be presented at the division-wide PD day in May. The current three-year education plan can be found on the PRPS website.

Cell Phone Policy Update

At the start of the 2024-2025 school year, PRPS initiated the first step of Alberta Education's mandated restrictions for cell phone and social media use in schools. [The Ministerial Order](#) was announced to school divisions this past spring following a province-wide survey and engagement. It was noted that in PRPS things are going reasonably well and most parents have indicated to trustees they are in support of the change. Trustees were asked to review the administrative procedure provided in the agenda package and bring back any suggestions to the next meeting. The school division has until January 1, 2025, to have the Ministerial Order fully implemented.

Other Items:

- The PRPS Board of Trustees approved an ATB borrowing resolution for \$750,000 for 2024-2025.
- Trustees expressed that there continues to be some confusion from motorists about the rules regarding stopping for school buses when the arm is out in front of the bus and lights are flashing. It was noted that all drivers are required to stop when students are getting on or off the bus, except within the City of Medicine Hat limits where there is a bylaw in-place that does not require vehicles to stop for school buses.
- No reports from the PSBA or ASBA representatives.

Priority 1: Parkside Modernization

Estimated Project Cost: \$20,095,967

This project has been funded for the design phase by Alberta Infrastructure and includes the following:

- Gymnasium addition
- Improved CTS spaces and science labs within the old gymnasium

Priority 2: Burdett School Replacement

Estimated Project Cost: \$18,495,264

The proposed project includes a complete replacement of the current Burdett School (K-9), followed by demolition of the existing school facility, which will eliminate ongoing costly repairs, while improving utilization rates.

Priority 3: Oyen K-12 School

Estimated Project Cost: \$15,489,936

The proposed project includes combining both Oyen Public School (K-6) and South Central High School (7-12) into one K-12 school facility.

Priority 4: Eagle Butte High School

Estimated Project Cost: \$13,763,400

The proposed project includes a facility expansion for EBHS to provide expanded instructional areas accommodating continued enrolment growth

INFRASTRUCTURE MAINTENANCE AND RENEWAL (CURRENT IMR PROJECTS)

- FM - GYM FLOOR AND BLEACHERS
- BURDETT / OPS / SCHS - BMS UPGRADE
- PS AC UNIT REPLACED (2)
- WPS FLOORING REPLACED - COMPLETE 2ND FLOOR AREA
- JEN ELECTRICAL SERVICE REPLACED - WATER DAMAGE (SAFETY)
- MWS ENTRY HEATERS REPLACED (5)
- PS CLASSROOM CABINETS / FLOORING ON SW SIDE)

- DUCT CLEANING - NORTH SCHOOLS
- \$250,000 OF MAINTENANCE WORK - SCHS ATHLETIC ROOM, WPS SICK ROOM, BLINDS IN A COUPLE SCHOOLS, LED LIGHTING UPGRADES, SCHS COMPUTER ROOM RENO, FLOORING REPLACEMENT
- FM FLOORING REPLACEMENT & ASBESTOS ABATEMENT (5 ROOMS)
- PMAS MECHANICAL REPLACEMENT

