

## ASCA Online Learning Opportunities - Scheduled Workshops 2022 - 2023

### School Council Purpose

Understanding the advisory role of school councils through a review of the legislation, exploring rights, responsibilities and choices including which topics/areas are open for discussion helps to guide school council and its work in the school community. Learning how to identify the work of school councils, how to frame a “personal issue” from a school council perspective and how to broach sensitive topics is essential for new and returning members.

Nov 10 7:00 pm	Jan 19 7:00 pm	Mar 2 7:00 pm	Apr 5 6:30 pm	May 15 6:30 pm	June 6 7:00 pm
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### The Work of School Council: It's NOT About the Meeting

School Councils often struggle with identifying the types of activities and work they should be doing in order to truly fulfil their legislated role. School councils are encouraged to examine what they are doing in relation to the Assurance Framework, their intended purpose and the intended result of their work, and then consider strategies to enhance school council's role in the school community, supporting expectations of the Assurance Framework.

Nov 7 6:30 pm	Nov 23 6:30 pm	Dec 8 7:00 pm	Jan 11 6:30 pm	Jan 17 7:00 pm	Feb 14 7:00 pm	Mar 9 7:00 pm	Apr 6 7:00 pm	May 17 6:30 pm	June 12 6:30 pm
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### Effective Engagement in Your School Community (2hr)

School councils would like their school community to be dynamic, exciting places, where parents feel authentically engaged in supporting and enhancing student learning. Using local context, define effective engagement, identify existing challenges, explore possible solutions and learn how to create goals and plans focused on creating engagement opportunities for the school community which align with the expectations of the Assurance Framework.

Nov 9 6:30 pm	Nov 29 7:00 pm	Feb 9 7:00 pm	Feb 21 7:00 pm	Mar 27 6:30 pm	Apr 11 7:00 pm	Apr 27 7:00 pm	May 18 7:00 pm	June 14 6:30 pm
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### Fundraising Association Partnership Purpose

Fundraising Associations (FRAs) are separate, legal entities with distinct rules to follow, responsibilities to comply with and liabilities to consider. Positive, collaborative, mutually respectful relationships with the principal and school council are integral to the success of each and in the best interests of students. Clarity of who has authority for what, is essential.

Nov 15 7:00 pm	Dec 7 6:30 pm	Jan 12 7:00 pm	Feb 8 6:30 pm	Mar 1 6:30 pm	Apr 3 6:30 pm	May 9 7:00 pm	June 1 7:00 pm
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### Managing School Council Meetings (2hr)

Meaningful school council meetings require strong leadership and clear, easy to follow processes for all participants. Having a solid *Agenda*, some simple *Rules of Order* and learning how to *Direct Discussion* will help to ensure the school council meetings are not a waste of anyone's valuable time. Exploration of some common challenges for school council meetings and introduction of important solution-oriented tools are provided.

Nov 17 7:00 pm	Mar 29 6:30 pm	Apr 17 6:30 pm	May 23 7:00 pm	June 15 7:00 pm
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### Chair Basics: *Not just for Chairs!* NEW\*

Chairing a school council meeting can be exciting, confusing or down-right scary! Having confidence with a clear understanding of chair responsibilities and processes will help to keep meetings focused, productive and fun! Overview of the roles of the Chair, agenda preparation, duties of other members, communication, meeting management tools and skills.

Nov 21 6:30 pm
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### Creating School Council Plans (2hr)

Meaningful involvement, recruitment and effective engagement require planning and goal setting. A plan should be simple to communicate and achievable - given the time and resources available. Exploration of the value of goal setting, planning, idea sharing, open discussion, consensus building. Aligning with the Assurance Framework, evaluation and potential modification are vital to the creation of ongoing plans. Learn about schools' Annual Education Plan, and how to identify areas where your school council may assist in achieving identified targets, as well as ongoing school council professional development.

Understand how to create a Draft 1 Year Plan specifying actions, resources, outcomes, and evaluation methods.

Mar 7 7:00 pm	Mar 30 7:00 pm	Apr 13 7:00 pm	May 3 6:30 pm	May 29 6:30 pm	June 8 7:00 pm
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### The School Council-Trustee Relationship

Understanding the relationship is vital to assist you in successfully furthering your role in the school community. School councils should understand the role of the school board Trustee, and the Trustee should be aware of their role with school council. A Trustee is a valued partner who can share school board information with parents they represent, and gather valuable parent perspectives from division school councils.

Nov 3 7:00 pm	Feb 16 7:00 pm	Mar 15 6:30 pm	Apr 20 7:00 pm	May 31 6:30 pm
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### The Assurance Framework NEW\*

The Assurance Framework, introduced with the *Weighted Moving Average Funding Model* in February 2020 and implemented provincially in September 2020, is designed to demonstrate to Albertans that the education system is meeting student needs and that students are successful.

The Assurance Framework is based on the importance of stakeholder engagement (i.e., parents on school councils) in a more meaningful planning process.

School boards are responsible for the engagement of the parents of their students, and to provide the opportunity for school council engagement / involvement in developing the education plan, results report, and other items critical to student success. Principals are often expected create similar opportunities specific to the local context of their own school communities.

All education partners share the responsibility of student growth - including parents and school councils!

Nov 24	Jan 9	Jan 25	Feb 6	
7:00 pm	6:30 pm	6:30 pm	6:30 pm	

### School Council Operating Procedures (2hr)

A school council has discretion to decide what works best for them, within the context of legislation and their community.

Topics include; model of governance, membership, decision making, terms of office, conflict resolution. Understand how to create Draft Operating Procedures on your own or with additional ASCA assistance, using wording and clauses relevant to your school community.

Mar 16	May 4
7:00 pm	7:00 pm

### Masterful Minutes NEW\*

Minutes are among the most important documents used to conduct business in a transparent and accountable manner.

However, taking minutes can be daunting. Minute-takers are often expected to produce minutes out of chaotic and disorganized meetings. Understanding how much is too much, and what format is best in a school council setting will reduce stress and minimize conflict.

Explanation of the various types of minutes, the ideal format for school councils, and how to create and use templates efficiently.

Dec 1			
7:00 pm			

### School Council Policies and Practices (2hr)

School council policies should reflect legislation, the context of their communities, and the work their members choose to do.

Topics include; communication - internal and external, record-keeping, fundraising and accounting, privacy, location of meetings, official mailing address, new member orientation, group evaluation, social media and conflict resolution.

Understand how to create Draft Policies on your own or with additional ASCA assistance, using wording and clauses relevant to your school community.

Jan 23	Jan 31	Feb 22	Mar 23	May 11
6:30 pm	7:00 pm	6:30 pm	7:00 pm	7:00 pm

### Tools for Effective School Councils

Resources, tips, templates and tools will be provided to help participants to understand the culture of their local community and basic volunteer psychology. An exploration of school community culture/barriers, volunteer motivation, and strategies to increase the effectiveness of school councils will be offered.

Dec 5	Jan 26	Feb 23	Mar 21	Apr 19	May 1	May 25
6:30 pm	7:00 pm	7:00 pm	7:00 pm	6:30 pm	6:30 pm	7:00 pm

### Building Positive Partnerships (2hr)

Building positive partnerships within the Education and general community can help school councils to be more effective in their advisory role. With a focus of supporting and enhancing student learning, Positive Partnerships are informative, collaborative, and respectful of boundaries and authorities. Discussion includes an examination of relationships, expectations, and protocols.

Feb 2	Mar 13	Apr 25
7:00 pm	6:30 pm	7:00 pm