



Division Wide Learning Opportunities

School Divisions renewing or requesting [ASCA Membership](#) for **all their school councils on or before August 31, 2025** are eligible for a 25% discount on any [Division Wide Learning Opportunity](#) (for School Councils) during the 2025-2026 year.

Visit <https://www.albertaschoolcouncils.ca/school-councils/school-districts/division-wide-learning> for more details!

Audience	Foundation (Level 1) 90 mins \$2400 +GST	Enhancement (Level 2) 120 mins \$3000 +GST
Division Wide Learning (gatherings of School Councils, CoSCs, etc.) *Custom Learning Opportunities available upon request pending ASCA capacity*	Preparing for Your AGM(s) *NEW* School Council Purpose The Work of School Council: <i>It's NOT About the Meeting</i> The Assurance Framework and School Councils The School Council-Trustee Relationship Tools for Effective School Councils Fundraising Association Partnership Purpose Fundraising Association Roles & Relationships Chair Basics: Not Just for Chairs! Masterful Minutes	Effective Engagement in Your School Community Managing School Council Meetings
Foundation	1.5 hour each	Audience
Preparing for Your AGM(s) Annual General Meetings (AGMs) are exciting, and often nerve-wracking, events for School Councils and Fundraising Associations (FRAs). Being well prepared with strong and solid Agendas, circulating important documents well ahead of the meetings, and knowing some basic meeting management and communication skills and tools will help everyone present to participate effectively and meaningfully. Join ASCA's experienced Instructors for this new Learning Opportunity to learn how to navigate your upcoming AGM(s) with confidence! Bring your best questions, and toughest scenarios to share during the interactive portion of this session.		New, experienced, or aspiring School Council Chairs, Vice Chairs, and other members of the school community. <i>*Not just for Chairs - principals, and other key members should attend as well! *</i>
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. <i>This is the recommended pre-requisite for all other School Council Learning Opportunities.</i>		Newly established school councils, existing school councils with a majority of new members or parent groups struggling to separate a school council and fundraising association.
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. In this workshop, 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 the expectations of legislation and the Assurance Framework.		School councils aware of their legislated role seeking to extend positive influence beyond the school council meeting and into the school community.
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.		School councils with a clear understanding of their legislated role, seeking to obtain strategies and tools related to fulfilling the role.

<p>The Assurance Framework and School Councils</p> <p>The Assurance Framework, introduced with the <i>Weighted Moving Average Funding Model</i> 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 in developing the education plan, results report, and other items critical to student success. Principals are expected to create similar opportunities specific to the local context of their own school communities. All education partners share the responsibility for student growth - including parents and school councils!</p>	<p>School councils aware of their legislated role wishing to better understand the concepts and intended outcomes of the Assurance Framework, the expectations of the Leadership Quality Standard and Superintendent Leadership Quality Standard, and how/where school councils are expected to be engaged and supportive.</p>
<p>The School Council-Trustee Relationship</p> <p>Understanding this 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 school councils can provide valuable parent perspectives to aid in division planning and decisions.</p>	<p>School councils aware of its legislated role seeking to build meaningful relationships with its Trustee and School board.</p>
<p>Fundraising Association Partnership Purpose</p> <p>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.</p>	<p>School communities recognizing the need for two distinct groups and seeking to form a society for the purposes of fundraising, or with one in place needing assistance to understand their boundaries and role.</p>
<p>Fundraising Association Roles & Relationships</p> <p>Parent participation in Fundraising Associations is an important contribution to their child's school. Covered in this Learning Opportunity: the role of the Board members, the decision-making process, the role of the School Principal, and the role of the Association membership. Learn how the stakeholders work together for the benefit of all students.</p>	<p>School communities seeking a deeper understanding of how a Principal, a School Council, and a Fundraising Association can, and should, work together towards common goals.</p>
<p>Chair Basics: Not Just for Chairs!</p> <p>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.</p>	<p>School Council Chairs (new or experienced, current, or aspiring) with or without their principals, and any other interested parties.</p>
<p>Masterful Minutes</p> <p>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. Participants will learn about the various types of minutes, the ideal format for school councils, and how to create and use templates efficiently.</p>	<p>School Council Secretaries (new or experienced, current, or aspiring) and any other interested parties.</p>

Enhancement 2 - 2.5 hours each	Audience
<p>Effective Engagement in Your School Community</p> <p>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 create goals and plans focused on creating engagement opportunities for the school community which align with the expectations of the Assurance Framework.</p>	<p>School councils seeking to involve and engage their school communities in supporting and enhancing student learning.</p>
<p>Managing School Council Meetings</p> <p>Meaningful school council meetings require strong leadership and clear, easy to follow processes for all participants. Having a solid <i>Agenda</i>, some simple <i>Rules of Order</i> and learning how to <i>Direct Discussion</i> 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. Every meeting participant will benefit!</p>	<p>School councils aware of their legislated role seeking to increase the efficiency and effectiveness of their meetings.</p>

Learning opportunities designed to empower school councils and promote diverse and inclusive parent engagement in public education.
Presented in two focus areas of foundation and enhancement levels.