



## School Council Contact / E-mail Address

School Council Chair contact information is posted publicly on School websites. This allows for communication between the parent/guardian community and the school council. In addition, Alberta Education and the School Council Society require personal information (the chair’s name and e-mail address).

This form offers each School Council Chair the ability to choose between using their own personal e-mail address or using an RVS generated Google (rvschools.ab.ca) email account. There are terms and conditions associated with either option. This form should only be completed by the School Council Chair at each school. Please note the applicable terms and conditions before agreeing to one, or the other, of the following options. In addition to completing this selection, each School Council Chair will need to complete form AF140-C for the responsible use of technology. Please select the E-mail account you would prefer to use after you have reviewed the applicable terms and conditions of use.

There are inherent risks and dangers of sharing your Personal Information. These may include, but are not limited to:

- privacy breaches, hacking, technology malfunction or damage;
- reputational damage;
- property damage, stalking or physical injury (if address or location can be determined);
- misuse of Personal Information; and
- identity theft.

School:	
School Council Chair Name:	
School Year:	
E-mail Account Selected:	<input type="checkbox"/> RVS Google account <input type="checkbox"/> personal email address
Personal E-mail Address (if applicable):	
<p><b>RVS E-mail Account Terms and Conditions:</b>          If you choose to use the RVS E-mail Account you must agree to the following terms and conditions of use:</p> <ul style="list-style-type: none"> <li>• This account should be solely used for School Council official business.</li> <li>• Will be transferred to the new chair when there is a transition of chairs.</li> <li>• Emails sent from this address should make clear that this is from the School Council chair, not the school, the school division or the Board of Trustees.</li> <li>• I have read, understood and agree to the <a href="#">AP140 - Responsible Use of Technology</a>, RVS Terms of Service and RVS’ Privacy Policy.</li> <li>• Understand and agree that I am responsible to both protect and respect:             <ul style="list-style-type: none"> <li>○ personal and confidential information (as defined in the FOIP Act);</li> <li>○ the integrity and investment of RVS’ Information Technology Resources (software, hardware, internet, and network);</li> <li>○ students, staff, the community, and the reputation of the Division; and</li> <li>○ Federal and provincial laws and regulations.</li> </ul> </li> </ul>	
<p><b>Personal E-mail Account Terms and Conditions:</b>          If you choose to use your Personal E-mail Account as shown above you agree to the following terms and conditions of use:</p> <ul style="list-style-type: none"> <li>• The School, the school division or the Board of Trustees may refuse the School Council chair’s request to use a specific e-mail address if the e-mail address contains negative, demeaning, profane or other language that would reflect poorly on the School the school division or the Board of Trustees.</li> </ul>	



## School Council Contact / E-mail Address

- Emails sent from this address in relation to school council business will make it clear that the e-mail is from me in my role as the School Council chair not for personal reasons.
- Emails will be make clear that this is from the School Council chair, not the school, the school division or the Board of Trustees.
- Consent to the public posting and sharing of the above e-mail address.
- I have read, understood and agree to the [AP140 - Responsible Use of Technology](#), RVS Terms of Service and RVS' Privacy Policy.
- Understand and agree that I am responsible to both protect and respect:
  - personal and confidential information (as defined in the FOIP Act);
  - the integrity and investment of RVS' Information Technology Resources (software, hardware, internet, and network);
  - students, staff, the community, and the reputation of the Division; and
  - Federal and provincial laws and regulations.

I, \_\_\_\_\_ (the school council chair), acknowledge, accept, and agree that:

- disclosure Personal Information has inherent risks, dangers, and hazards (outlined above).
- I authorize RVS to disclose my Personal Information for the purpose(s) outlined in above.
- This is a binding legal agreement.
- I have read and understood the terms of this Agreement.
- prior to entering this agreement, I have either sought legal advice or have voluntarily and consciously decided against seeking legal advice.
- I am entering this agreement freely and voluntarily.
- I understand that I will be solely responsible (including financially responsible) for any loss or damage to property, damage to reputation, or personal financial loss resulting from my authorization for RVS to disclose my Personal Information.
- I hereby indemnify RVS against all liability for any loss resulting from disclosure my Personal Information.
- I am not relying on any oral or written statements made by RVS or its agents, whether in a brochure, advertisement, or in individual conversations, that supplement the terms set out in this Agreement.
- My decision to participate as the School Council Chair and to authorize RVS to disclose my Personal Information is based solely on the information and terms set out in this Agreement and as outlined in RVS' Administrative Procedure AP110.
- The terms of this Agreement are intended to be as broad and inclusive as is permitted by law.
- If any provisions of this Agreement are invalid or unenforceable these provisions shall be severed from the Agreement and the remaining provisions shall continue in full force and effect;
- I am over the age of 18 and I have full legal authority to authorize the release of my Personal Information.

\_\_\_\_\_  
School Council Chair Name

\_\_\_\_\_  
School Council Chair Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

Reference:  
AP110 – School Councils