



REGULAR MEETING OF THE BOARD OF TRUSTEES

RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW
AIRDRIE, AB

ZOOM LINK: <https://rockyview.zoom.us/my/rvsboard>

APRIL 3, 2025

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. In-Camera Session
4. Land Acknowledgement
Trustee Shali Baziuk
Rocky View Schools would like to acknowledge the land and recognize all the Indigenous Peoples whose footprints have marked these lands from time immemorial. Together, we can learn and honour the ways of knowing of Indigenous Peoples for all future generations.
5. Motions arising from In-Camera
6. Approval of Minutes
 - a) Regular Board Meeting – March 20, 2025
7. Exemplary Practice/ Student Showcase
 - a) Chestermere High School – Fine Arts Academy
8. Delegation – Nykol Kroeker
9. Superintendent's Report
10. Chair's Report/Correspondence
11. Committee Reports
 - a) School Councils Committee
12. Trustee Reports
13. Notice of Motion
14. Adjournment

This unofficial agenda is subject to change and is not *official* until approved at the Board meeting.



STUDENT SHOWCASE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Date of Meeting: April 3, 2025

Showcase Name: Chestermere High School – Fine Arts Academy

Teachers: Jessica Ploughman, Christine Fulthorpe

Student Presenters: Danica Bec (Grade 12), Natalia Davis (Grade 12), Ashveen Toor (Grade 12)

Project Description

To teach fine arts at Chestermere High School, staff have implemented an academy model to allow students to collectively create, build and present the school's annual spring musical production. The academy is a collaboration between performing arts, music and fine arts teachers and also touches on other disciplines including fashion and cosmetology.

Students enter the academy with their personal area of interest at the forefront, participating in either performing arts as a drama performer, pit band as an ensemble musician or technical theatre in a variety of behind-the-scenes roles. The academy emphasizes inclusion and engagement, and students collaborate closely to mount the musical production. Students in the academy are currently hard at work preparing for their upcoming musical, Grease, which will take place May 26-June 1.

This collaborative approach to fine arts helps students develop critical thinking, problem solving and personal growth, all of which helps them to become future-ready – one of the goals of RVS' Education Plan.



Request to Present to the Board of Trustees Application

As per Board Policy 7 Board Operations, having members of the public make presentations on matters clearly within the practice and mandate of the Board at Board meetings can enhance public interest and trust and as such, the Board provides opportunity for local stakeholders to make presentations to the Board. Individual or group requests to make presentations to the Board must be submitted in writing to the Superintendent, using this form which provides the nature and purpose of the delegation.

The Superintendent will conduct an initial review and seek necessary clarification from the individual/group before submitting the request to the Agenda Planning Committee. Upon receipt of the written submission from the Superintendent, the Agenda Planning Committee will determine whether the delegation will be heard and at which meeting.

Delegations with respect to the following matters will not be heard: the security of the property of the School Division; personal information of an individual, including but not limited to a student or an employee of the School Division; a proposed or pending acquisition or disposition of property by or for the School Division; labour relations or employee negotiations; election campaigning; a law enforcement matter, litigation, or potential litigation, including matters before administrative tribunals affecting the School Division; or the consideration of a request for access for information under the *Freedom of Information and Protection of Privacy Act* (FOIPP)

The spokesperson(s) for the delegation shall be identified by the individual or group requesting to make a presentation to the Board who shall be notified of the date and approximate time when the presentation will be made. The presentation by the delegation may be up to **10 minutes in length**. A copy of the delegation's presentation must be provided to the Superintendent by noon on the Friday prior to the date of the delegation or the delegation may be cancelled. The Superintendent can require the delegation to make edits to the presentation.

The presentation provided will be copied and distributed to trustees as part of their meeting package. No other materials may be distributed or presented during the meeting. Board meetings are streamed and therefore presentations must follow legislative requirements such as Freedom of Information and Protection of Privacy Act (FOIPP).

Only the assigned spokesperson(s) is invited to speak during the presentation. Throughout the presentation, the spokesperson(s) is expected to maintain decorum and use language that demonstrates civility and politeness that contributes to a welcoming, caring, respectful and safe learning and working environment and be respectful of diversity and refrain from demonstrating any form of discrimination as set out in the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms. The Board Chair may end the presentation if the delegation does not maintain decorum at any time throughout their presentation.

At the conclusion of the presentation, the Board may ask questions of the delegation for clarification purposes only and will not provide feedback or comments on the presentation.

Presenter's Name:	Date:
Phone #:	Email:
Do you live within the area served by Rocky View Schools? Yes No	
Assigned Position/Group Representing (if applicable):	
Name of Presentation:	
Date of Board Meeting You Are Requesting to Present At:	

Request to Present to the Board of Trustees Application

Nature of the Presentation:

Will be advocacy-focused and supportive in tone. It will emphasize the importance of maintaining stability and familiarity for students' academic, mental, and social well-being.

Purpose of the Presentation:

To advocate for Rocky View Schools (RVS) to allow current grade 10 students to remain at WH Croxford High School for the final two years of their high school career. This aims to provide continuity, balanced mental health, and stability by enabling students to complete their education in a familiar environment where they have built strong relationships, participated in sports, and established a sense of community.

To be completed by the Office of the Superintendent)

Date Received: Received by:

Agenda Planning Committee Decision:

Reference:

- AP150 Community Engagement

Balancing of Airdrie Student Space

WH CROXFORD CURRENT GRADE 10 STUDENTS REZONING

INTRODUCTION

- Parents of children born in 2009
- Grad Class of 2027
- Live in Summerhill, Waterstone, Ridgeway and pre-existing out of attendance area approvals
- Affected by Balancing of Airdrie Student Space (BASS)
- Rezoned to Bert Church High School or George McDougall High School in September 2025 for their grade 11 school year

CURRENT SITUATION – SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA STUDENTS

- Welcomed to WH Croxford as the CLASS of 2027!
- Identify as a Cavalier
- Entered the school on a 4-year **journey** to graduation
- Have completed 2 of their 4 years of their high school journey at WH Croxford.
 - Grade 9 was the adjustment year, to get familiar with the school and everything it had to offer (administration, sports, academics, etc)
 - Grade 10 was the established year, engaged with one's high school learning and mapping out their course path
- Students have **invested** in their high school, setting up their **foundation** for success
- Members of the WH Croxford High School **community**; playing and supporting academics programs and sport teams

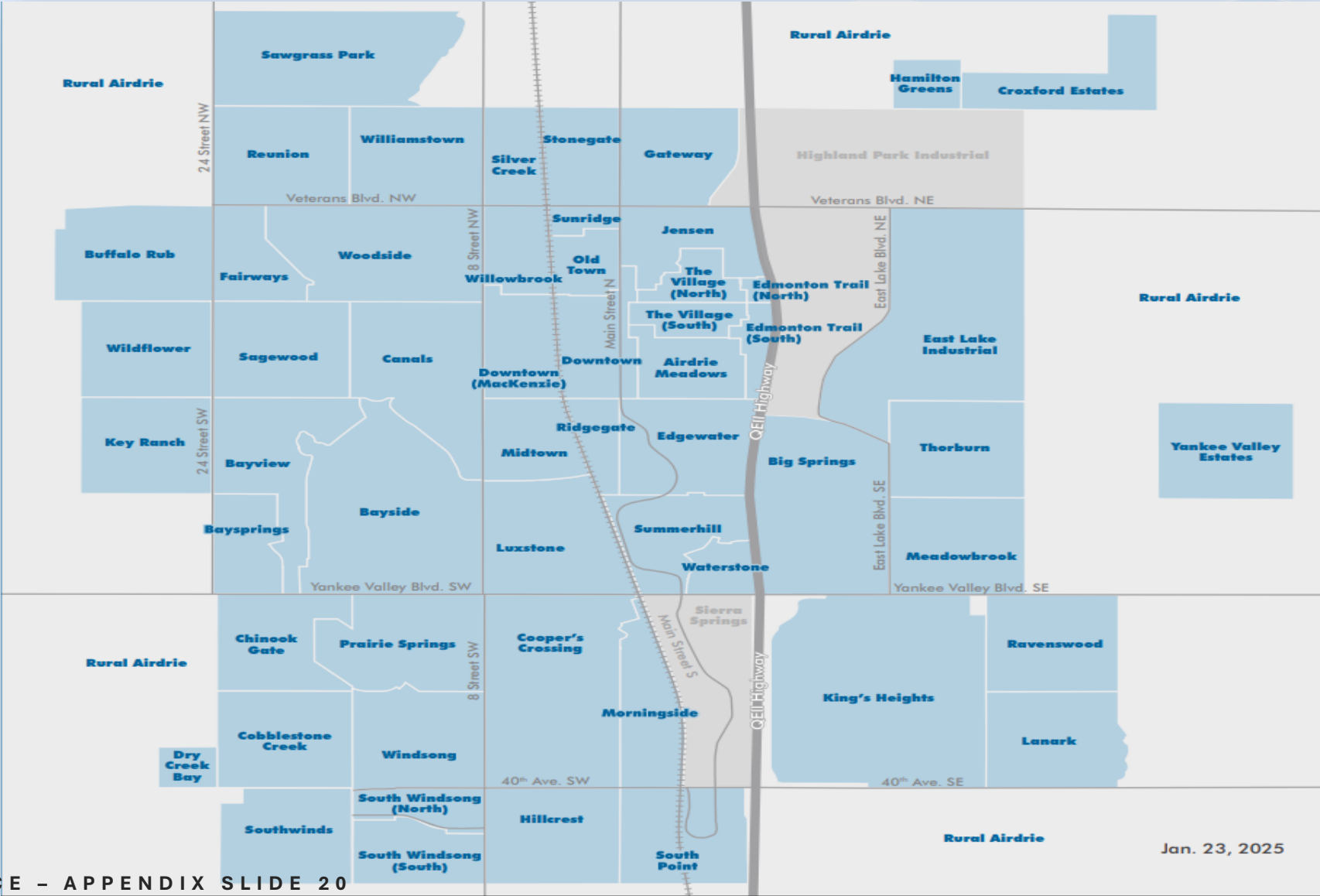


CURRENT SITUATION - RVS

- Historically, RVS has recognized a 3-school system for students living in Airdrie for their educational journey
 - Elementary School K-Grade 4
 - Middle School Grade 5-8
 - High School Grade 9-12
- 2023 municipal census, Airdrie growth was 14.29% since 2019
- Airdrie’s population is forecasted to increase by 29.5% from 2024-2028
- RVS Board has advocated to the government to provide funding and resources to support the growing population
- Need to Balance Airdrie Student Space

	Grades						
2024-2025	9	10	11	12	Total	Capacity	Utilization
GeoMac	272	279	299	261	1111	1100	101%
Bert Church	346	370	351	321	1388	1341	104%
WH Croxford	458	455	435	357	1705	1379	124%

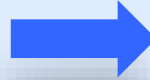
BASS – GRADE CONFIGURATION AND ATTENDANCE AREA CHANGES



BASS - WH CROXFORD HIGH SCHOOL ZONING

CURRENT

- Grade 9-12
- Feeder Communities
 - Bayside
 - Baysprings
 - Bayview
 - Cooper's Crossing
 - Hillcrest
 - Luxstone
 - Morningside
 - Praire Springs
 - South Point
 - South Windsong
 - Summerhill
 - Waterstone
 - Windsong
 - Choice: Airdrie Meadows, Downtown, Edgewater, Edmonton Trail (south), Ridegate, The Village (south)

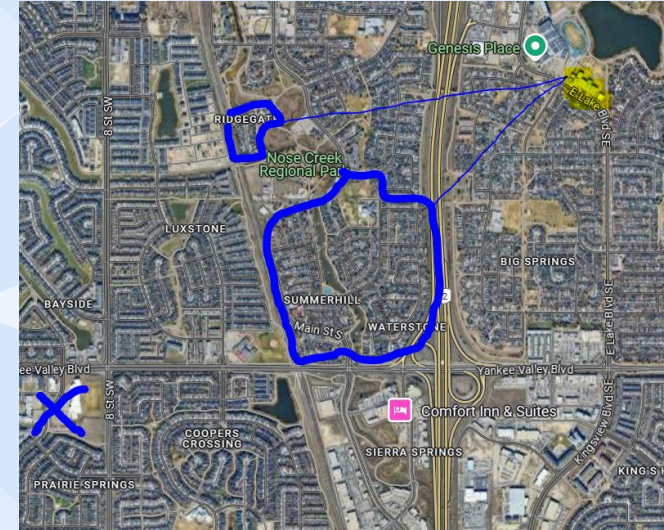


BASS - September 2025

- Grade 10-12
- Feeder Communities
 - Bayside
 - Baysprings
 - Bayview
 - **Chinook Gate**
 - **Cobblestone Creek**
 - Cooper's Crossing
 - Hillcrest
 - **Key Ranch**
 - Luxstone
 - Morningside
 - Praire Springs
 - South Point
 - **South Winds**
 - South Windsong
 - ~~• Summerhill~~
 - ~~• Waterstone~~
 - Windsong
 - Choice: Airdrie Meadows, Downtown, Edgewater, Edmonton Trail (south), Ridegate, The Village (south)

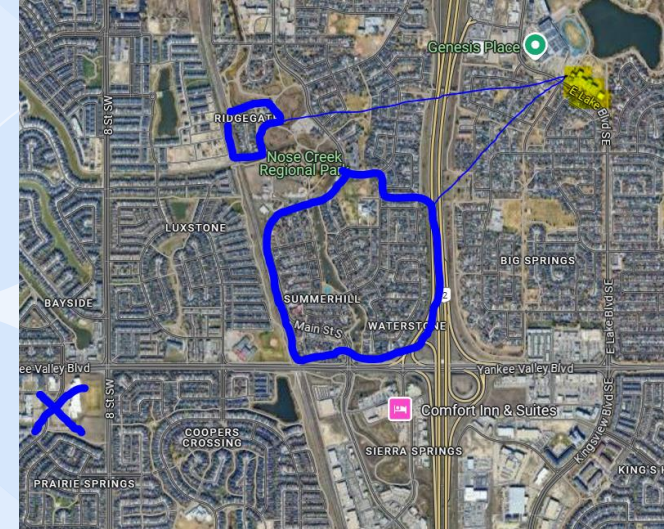
BASS – SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA STUDENTS

- High School will now be Grade 10-12
- Rezoned to Bert Church High School or George McDougall High School
- Impact on students entering:
 - Grade 10 – will begin their high school journey at their designated schools
 - Grade 11 – will attend a new high school to complete the second half of their high school journey
 - Grade 12 – will be given a choice to stay at current high school or attend new designated high school for graduation



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BASS – SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA STUDENTS

Grade 11 is a very pivotal and formative year in a student's high school journey

- Grades from this school year will be used for post secondary applications
- Relations and connections have been formed within one's school community (teachers, coaches, administration, counselors, peers)
- Established friends and sense of identity
- Foundational academic network
- Culture and dynamics of the school have been established

There is no time for an adjustment period for entry into a new high school like there was in grade 9.

BASS – SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA STUDENTS

Primary concerns

- Stability
- Academics
- Mental Health

STABILITY



- COVID caused turmoil for the Grad class of 2027 during their middle school year
- Foundation established
- Relationships/Community has been built
- Familiarity of the environment and expectations are known
- Routine (emotional and physical) and comfort within their high school community

ACADEMICS



- Academic career paths have been mapped out with counsellors
- “Ninth-Grade Shock” – concerns that this will be experienced by these students going into grade 11
- Impacts on post-secondary educational path
- Course offering:

WH Croxford Course Offering

- Spanish
- Forensic Science
- Psychology
- Dance
- Fashion studies
- Military history
- Communication Technology
- Fabrications
- IT Essentials
- Academy program (Performing Arts, Music, Visual Arts and Media, Mechatronics, Constructions and Design, Environmental Science, Biology and Interactions in Nature)

MENTAL HEALTH



- Focus of Alberta Education to enhance positive mental health
- Studies have shown there are many negative psychological effects of moving schools
 - **Stress & Anxiety** – To both child and parent around uncertainty and challenges of academics and social acceptance
 - **Loneliness** - Friendships and social networks creates isolation as there is a loss of core friend group. Takes time and effort.
 - **Loss & Grief** – Of their efforts over the last 2 years of high school. A loss of their school friends/teachers/coaches who were their support network.
 - **Withdrawn** – Need to prove themselves again
- Changing schools can impact a student's:
 - Academic performance and social life
 - Sense of identity and personal development
 - Quality of life and emotional well-being
 - Sense of motivation and identity

UPDATES TO THE SITUATION - RVS

- Alberta government investment of \$8.6billion to accelerate school construction
- Confirmed funding for construction of a new high school in Airdrie - Southwinds High School (Grade 10-12)
- As shared in WH Croxford monthly school council meeting, enrollment is down in RVS for the 2024-2025 school year

SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA PARENTS OF GRAD CLASS OF 2027

We want to:

- Set our children/students up for **success**
- Ensure our children/students educational **foundation** is strong and stable
- Focus on our children/students **mental health** as it is “essential for students to learn, belong and succeed”
- Support our children/students to **achieve** their academic, social, emotional and career aspiration.
- Advocate for our children/students to protect the 2 year **investment** they have made in their high school **journey**
- Allow for our children/students to live the RVS Vision – “World class learning organization where **all students achieve their absolute best**”

REQUEST OF RVS

ALTERNATIVE SOLUTIONS FOR SUMMERHILL/WATERSTONE/ RIDGEGATE/OOAA GRAD CLASS OF 2027

- **Option A** – Grandfather in all current grade 10 students so they can finish their grade 11 and 12 year and graduate from WH Croxford, and let it “waterfall” out to the BASS desired school boundaries
- **Option B** – Similar to students entering grade 12, give students who are entering grade 11 a choice to stay at WH Croxford or move to Bert Church/George McDougall to finish the second half of their high school journey

Thank you

PARENTS OF GRAD 2027 STUDENTS

LIVING IN SUMMERHILL, WATERSTONE, RIDGEGATE

AND PRE-EXISTING OUT OF ATTENDANCE AREA APPROVALS

Balancing of Airdrie Student Space

WH CROXFORD CURRENT GRADE 10 STUDENTS REZONING

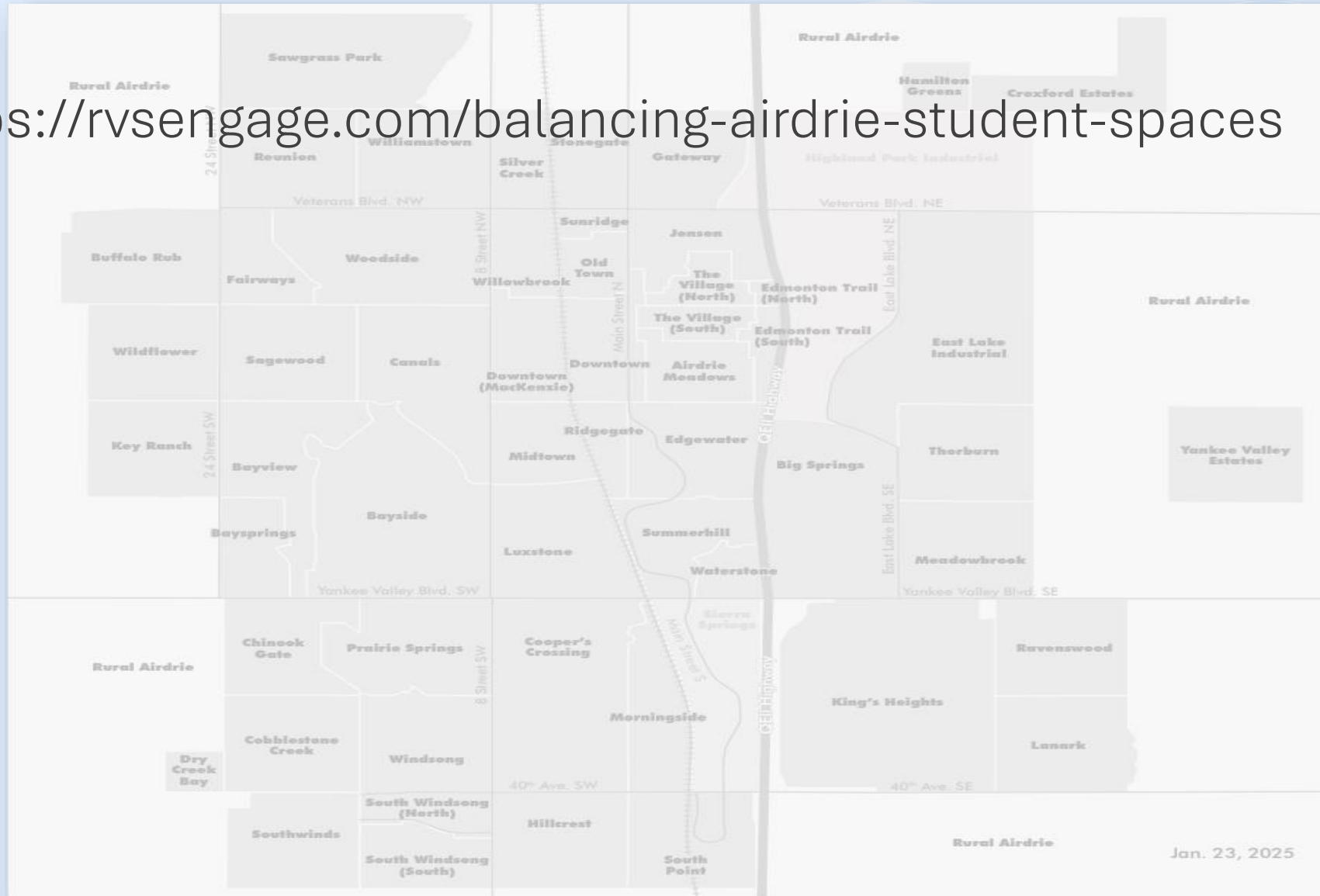
APPENDIX – REFERENCE MATERIAL

CURRENT SITUATION - RVS

- [Airdrie population tops 80,000 - airdrielife magazine and City of Airdrie - The City of Airdrie releases the 2023 municipal census results](#)
- [City of Airdrie - City growth trends and changes \(Growth Report\)](#)
- <https://www.city-facts.com/airdrie/population>
- <https://discoverairdrie.com/articles/-airdrie-leads-the-way-for-rocky-view-schools-student-numbers>

BASS – GRADE CONFIGURATION AND ATTENDANCE AREA CHANGES

- <https://rvsengage.com/balancing-airdrie-student-spaces>



BASS – SUMMERHILL/WATERSTONE/RIDGEGATE/OOAA STUDENTS

<https://neurolaunch.com/psychological-effects-of-moving-schools/>

ACADEMICS



- <https://pmc.ncbi.nlm.nih.gov/articles/PMC3461187/>

MENTAL HEALTH



- <https://www.alberta.ca/mental-health-in-schools>
- <https://neurolaunch.com/psychological-effects-of-moving-schools/>
- [Common Psychological Effects of Moving Schools](#)
- Study – “**School Hopscotch: A Comprehensive Review of K–12 Student Mobility in the United States**”
- <https://pmc.ncbi.nlm.nih.gov/articles/PMC3461187/>
- <https://www.cbc.ca/news/canada/five-years-after-covid19-impact-students-1.7488943>

UPDATES TO THE SITUATION - RVS

- <https://www.discoverairdrie.com/articles/province-announces-school-fundingairdries-lanark-community-included>
- <https://discoverairdrie.com/articles/rocky-view-schools-sets-priorities-for-2026-2029-school-projects>

NUMBERS HOW DOES WH CROXFORD LOOK GOING FORWARD

2024-2025 Year

	Grades						
2024-2025	9	10	11	12	Total	Capacity	Utilization
GeoMac	272	279	299	261	1111	1100	101%
Bert Church	346	370	351	321	1388	1341	104%
WH Croxford	458	455	435	357	1705	1379	124%

2025-2026 Year (rolled numbers forward)

	Grades					
	9-10	10-11	11-12	Total	Capacity	Utilization
WHC	458	455	435	1348	1379	98%

2026-2027 Year (*see next page)

	Grades					
	8-9-10	9-10-11	10-11-12	Total	Capacity	Utilization
WHC	448	458	455	1361	1379	99%

SOURCE - [AIRDRIE LEADS THE WAY FOR ROCKY VIEW SCHOOLS STUDENT NUMBERS - DISCOVERAIRDRIE.COM](https://discoverairdrie.com) - LOCAL NEWS, WEATHER, SPORTS, AND JOB LISTINGS FOR AIRDRIE, ALBERTA, AND THE ROCKY VIEW COUNTY REGION.

NUMBERS HOW DOES WH CROXFORD LOOK GOING FORWARD

2026-2027 Year (*see next page)

	Grades					
	8-9-10	9-10-11	10-11-12	Total	Capacity	Utilization
WHC	448	458	455	1361	1379	99%

- The 448 value was extrapolated by looking at grade 8 reported numbers is the student population at CW Perry, Herons Crossing, Ecoles Airdrie Middle, Northcott, Muriel Clayton Middle School and Windsong and estimated how many of those schools population would be attending WH Croxford for the 2026-2027 school year

2024-2025				
		Est % to WHC	Grade 8 *	Grade 10 to WHC
WHC	CWP	40%	165	66
	HC	40%	103	41.2
	Ecoles	10%	84	8.4
	NC	100%	137	137
	MCMS	50%	187	93.5
	WS	100%	102	102
				448
*as reported be DiscoverAirdrie article				

SOURCE - [AIRDRIE LEADS THE WAY FOR ROCKY VIEW SCHOOLS STUDENT NUMBERS - DISCOVERAIRDRIE.COM - LOCAL NEWS, WEATHER, SPORTS, AND JOB LISTINGS FOR AIRDRIE, ALBERTA, AND THE ROCKY VIEW COUNTY REGION.](#)

The background is a solid blue color with a repeating pattern of overlapping circles and leaf-like shapes. The circles are arranged in a grid, and the leaf-like shapes are positioned at the intersections of the circles, creating a stylized, organic pattern.

Thank you



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

APRIL 3, 2025

AGENDA

ACTION

- | | | |
|----|---------------------------------------------------------------------------------|-------------|
| 1. | Strategic Plan Update – Connecting with our Community – Career Education Update | Information |
| 2. | Election Boundary Bylaw Revision | Directive |
| 3. | Delegation of Final Decision on Out of Attendance Area Appeals | Directive |

A handwritten signature in black ink, appearing to read "Greg Luterbach", with a small star-like mark above the final letters.

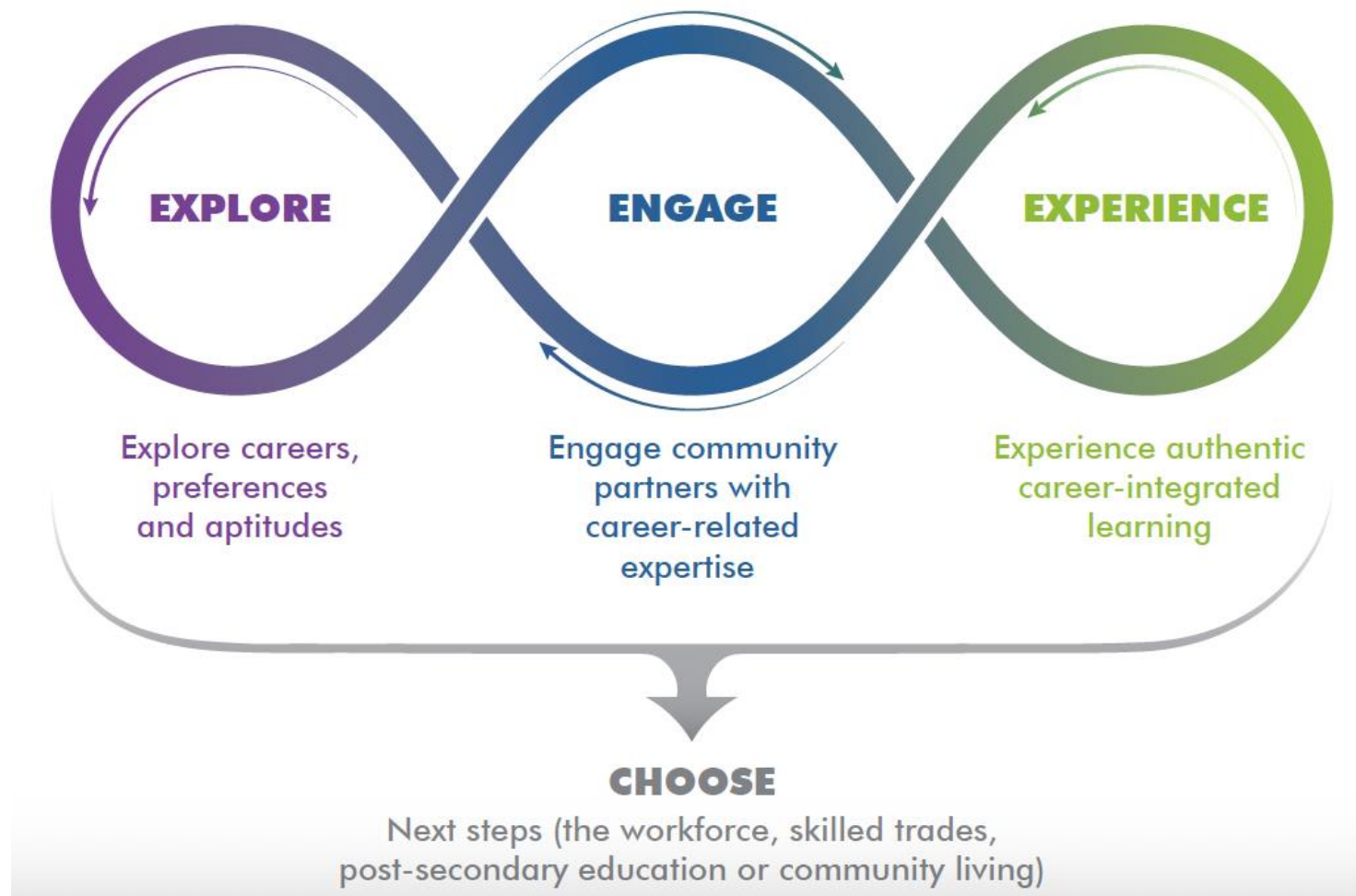
Greg Luterbach
Superintendent of Schools



Career Learning – Connecting with the Community

RVS Board of Trustees Meeting
April 3, 2025

RVS Career Learning Framework



Key Approaches

1. Career Learning Opportunities in all Curricular Areas
2. Prominence of Career-Related Learning Outcomes in Delivery of Career-Related Courses
3. Students' Preferences and Aptitudes
4. Career Conversations, Reflection, and Planning
5. Collection of Students' Career Interests (Middle & High)
6. Annual Immersive, Extended Learning Experience (Middle)
7. School-Wide Initiatives (High)
8. Off-Campus Education (High)

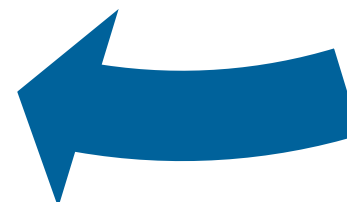
Career Learning Rollout

Leadership
Team Meetings
(Jan. 21 & 22)

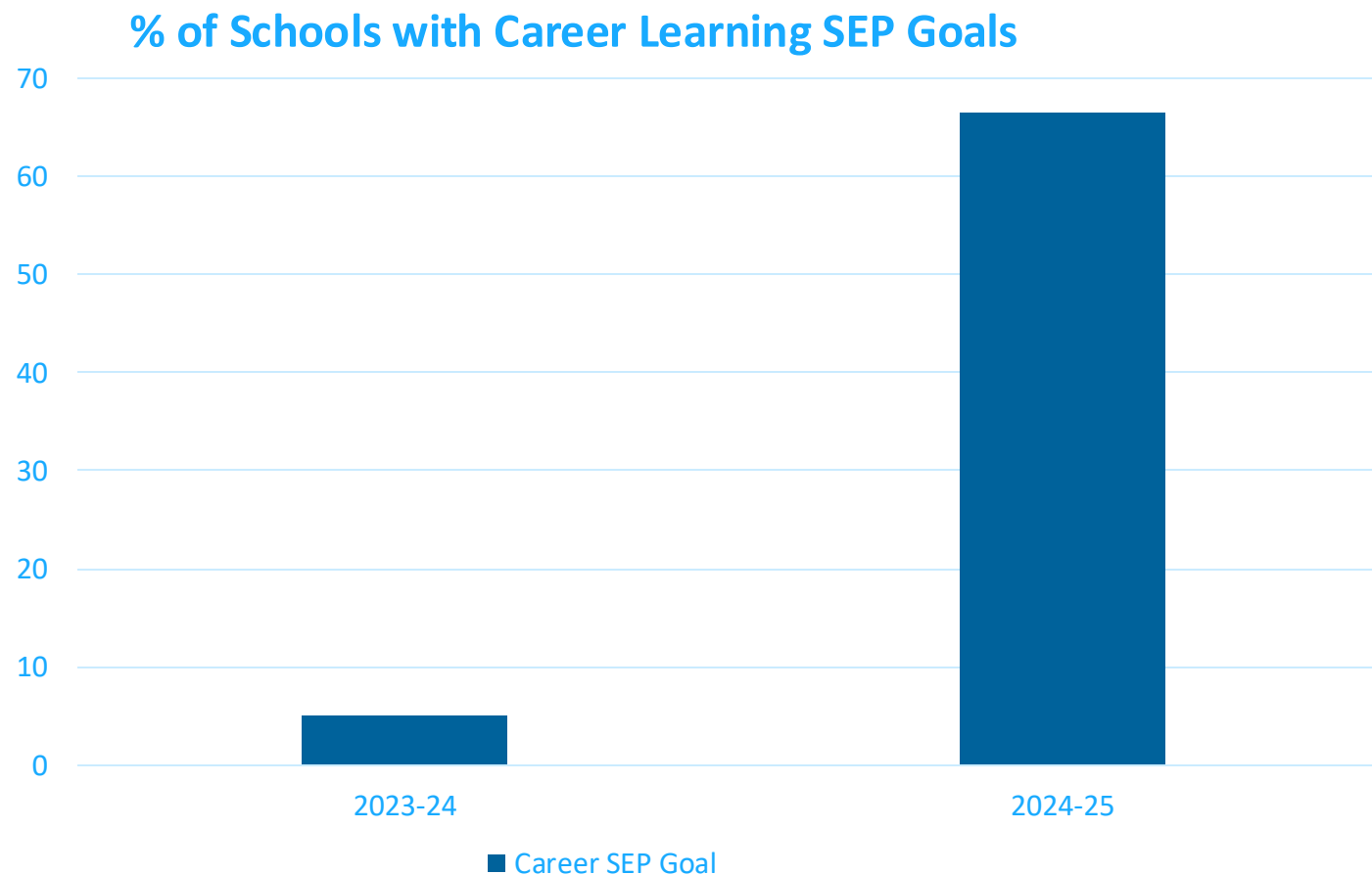
In-person
meetings with
every RVS
school
administrative
team

Admin teams to
share Career
Learning
Practice Guide
with staff

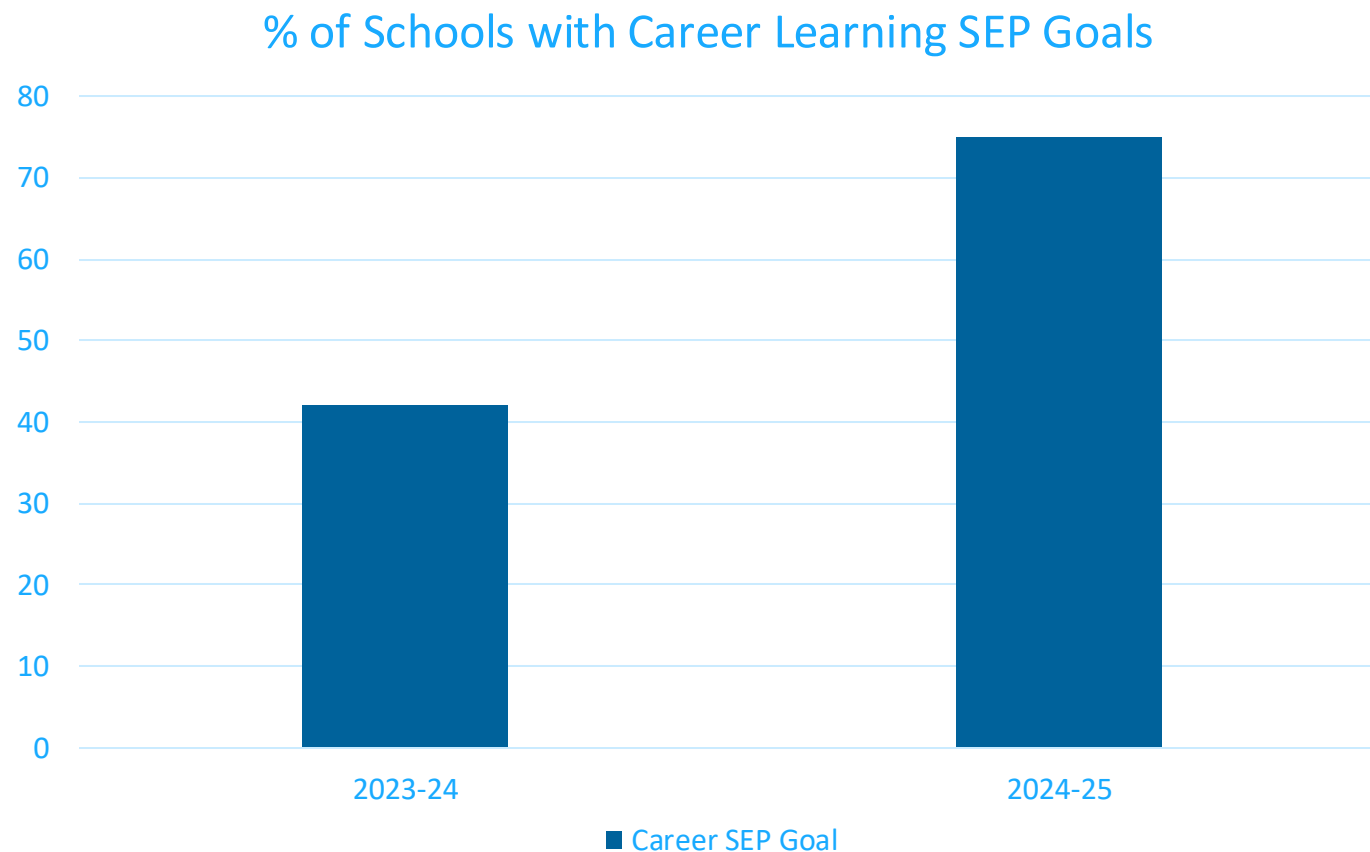
Implementation
Resources and
Web Presence



Middle Schools with Career-Related SEP Goal & Strategies



High Schools with Career-Related SEP Goal & Strategies



Career Events

- Westbrook School: *Career Exploration Morning* – Mar. 7 & Apr. 11
- Horseshoe Crossing – *Career Days* – March 12 & 13 *New
- WH Croxford: *Career Cavention* – April 1
- Langdon School: *Career Exploration Day* – April 15 *New
- Bearspaw School: *Bear in Mind (Career Emphasis)* *New - May 7
- Northcott Prairie: *Immersive Extended Learning Experience* – May 20-24 *New
- Bow Valley High School: *Career Morning* – May 30

Career Events Continued

- George McDougall – *Lunch & Learns*
- Ecole Airdrie Middle School – *Lunch & Learns* *New
- Chestermere Lake Middle School – *Grade 9 Career Exploration Mornings with Firefighters & City of Chestermere* *New
- Cochrane High School – *Grade 11 Career Interests Blitz* *New
- RJ Hawkey – *Conversations with Community Partners* *New
- AE Bowers – *Careers related to installation of portables with RVS Operations Team* *New
- Bert Church – *Career Pathways Programming in Entrepreneurship, Kinesiology, & Trades* *New

Post-Secondary Partnerships

SAIT

- Career Exploration Events
 - Jill of All Trades – 32 Grade 8 (Bears paw and CLMS)
 - RVS Career Exploration Day *April 4* *New
 - 60 students from Langdon School and Chestermere Lake Middle exploring bricklaying, roofing, diagnostic imaging and legal assistant programs.
 - Exploring Energy Day *April 29* *New
 - 20 students tentatively from WHC and GMHS

Post-Secondary Partnerships

Bow Valley College **New*

- Career Exploration Event
 - RVS Career Exploration Days - May 12 & 13 **New*
 - 500 students from across the division to explore Health Care, Computer Technology, Business, Education, Legal and Visual Arts programs.
- Dual Credit — *TBD Contingent on 2025-26 Start-up Grant*

Olds College Dual Credit

- 2024-25 Start-up Grant supporting Welding (36 students per semester)

Community Partnerships

The Educational Partnership Foundation (TEPF)

- Winter TEPF

- Carpentry (1)
- Electrical (2)
- Finishing Trades (2)
- Pipe Trades (1)
- Sheet Metal (4)
- Hair & Esthetics (4)

- Summer TEPF

- Carpentry (2)
- Electrical (2)
- Finishing Trades (1)
- Pipe Trades (2)
- Sheet Metal (1)
- Hair & Esthetics (2)
- Boilermaker Trades (TBD)
- Iron Worker Trades (1)

TEPF is hands-on learning taught by experienced journeypersons, you can earn high school credits, safety certifications, and set yourself up for a successful future in a rapidly growing field.

Community Partnerships

Association of Professional Engineers, Geologists & Geological Scientists (APEGGA) ***NEW**

**Invitation
for RVS
teachers
to
participate
in ...**

Science Olympics - Grades 1-12

Science Nights – Grades 1- 6

Classroom Career Presentations - Grades 1-12

SciO for Schools - *resources, lessons & challenges* - Grades 1-12

Teacher Professional Learning

Careers in the Curriculum Resource

Crossfield Chamber of Commerce

- Crossfield Career Fair – March 12, 2025
 - Approximately 600 RVS students attended
 - Subsidized transportation
 - 29 Community and Industry Partners



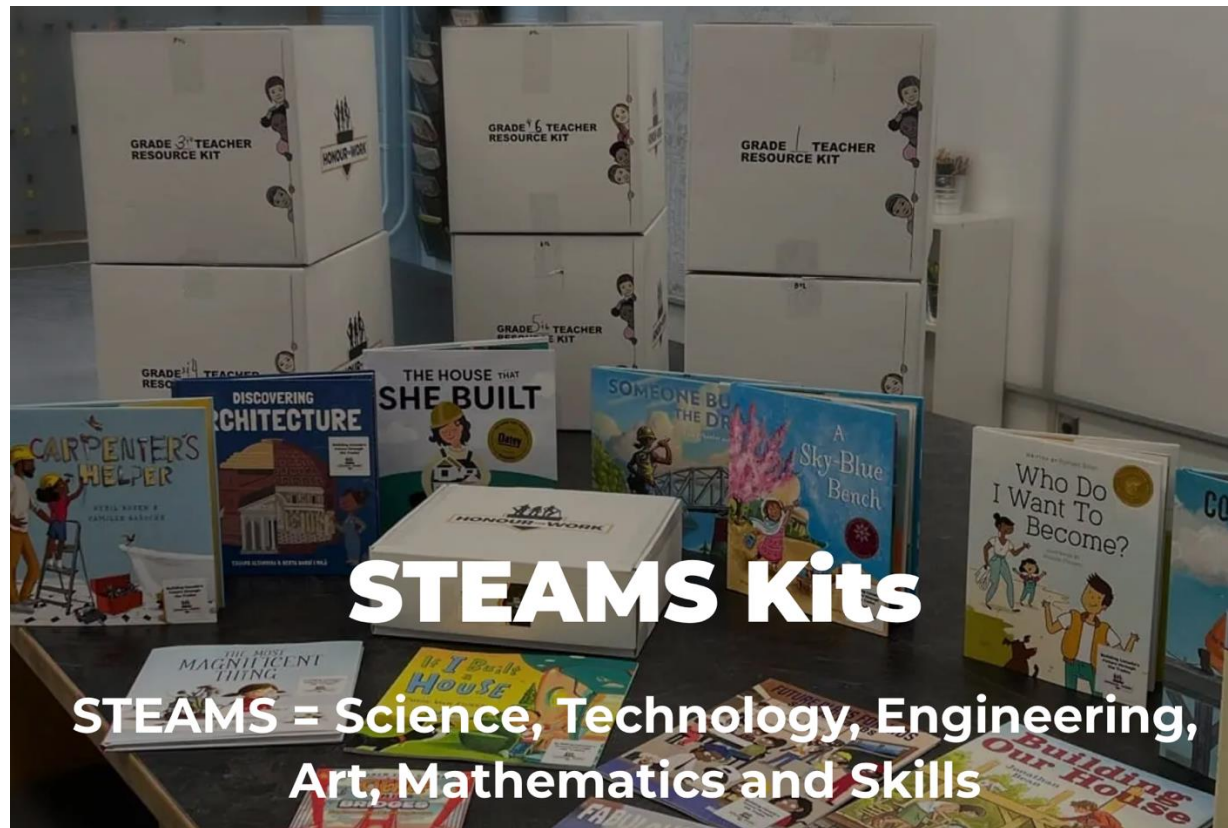
Continuing to Establish Partnerships

Enbridge

- Women in STEM presentations
- Participation in Career Days
- Classroom visits

Community Partnerships

- Honour the Work *New & Calgary Construction Association *New

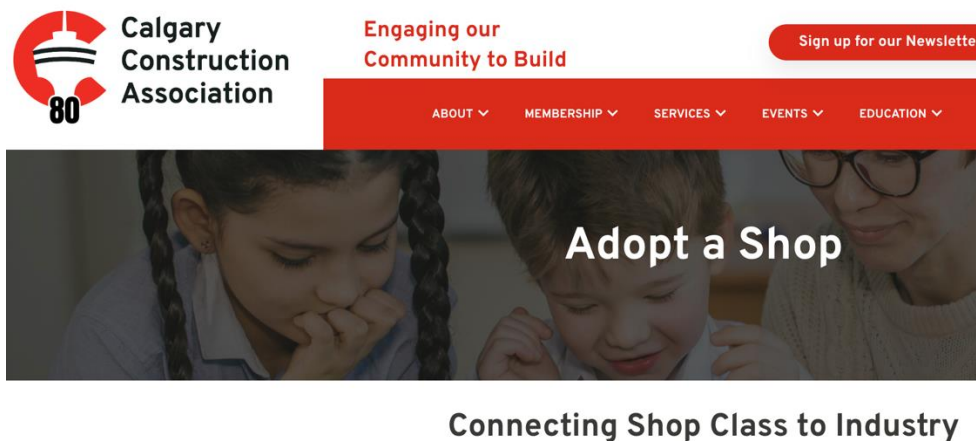


STEAMS Kits

- Grades 1-6 teachers can use to integrate career learning
- Aligned to Alberta curriculum
- \$2,500 per participating elementary school
- Sponsorship from the CCA

Calgary Construction Association (CCA)

- Adopt a Shop
- Providing Connections to Industry to work with Schools





DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Date of Meeting: April 3, 2025

Item: Election Boundary Bylaw Revision

Background:

At the November 14, 2024 Board meeting, the Board of Trustees of Rocky View Schools read the third and final reading of Bylaw 2024-01, which adjusted a number of existing wards throughout the division for the October 2025 trustee election. A copy of the bylaw is attached.

Current Status:

Following the passing of the bylaw, administration found sections of the bylaw that required corrections to provide more precision in areas bordering between rural and urban ward boundaries or with First Nations lands.

As defined by Section 6 of the Board Procedures Regulation, moving forward the Board must give three readings to a bylaw for it to pass. Section is provided below outlining the process.

Readings of bylaws

6(1) Every bylaw of a board must have 3 distinct separate readings before the bylaw is passed.

(2) Not more than 2 readings of a bylaw must be given at any one meeting unless the trustees present at the meeting unanimously agree to give the bylaw a 3rd reading.

(3) The first reading of a bylaw must be in full and, if each board member has in the member's possession a written, printed or electronic copy of the bylaw, the 2nd and 3rd readings may be by title and description only.

Motions

First reading (the entire bylaw must be read in full from beginning to end before the motion is read):
The Board of Trustees gives first reading to Bylaw 2025-01 read in full this 3rd day of April, 2025.

Second reading:

The Board of Trustees gives second reading to Bylaw 2025-01 - A Bylaw of Rocky View School Division in the Province of Alberta, to perform minor revisions to Bylaw 2024-01 read in part this 3rd day of April, 2025.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Permission to do all three bylaw readings on the same day:

The Board of Trustees considers third reading of Bylaw 2025-01 this 3rd day of April, 2025.

Third reading (only permitted if the permission to do all three bylaw readings on the same day was passed unanimously by all trustees present at the meeting):

The Board of Trustees gives third reading to Bylaw 2025-01 - A Bylaw of Rocky View School Division in the Province of Alberta, to perform minor revisions to Bylaw 2024-01 read in part this 3rd day of April, 2025.

BYLAW NO. 2025-01

OF THE

ROCKY VIEW SCHOOL DIVISION

A Bylaw of The Rocky View School Division in the Province of Alberta, revising Bylaw No. 2024-01.

WHEREAS the Board of Trustees of Rocky View School Division (the “Board”) requests the Minister, by Ministerial Order pursuant to Section 76(3) of the *Education Act*, to adjust the wards of the School Division as outlined below and highlighted in the attached Schedule A

Subject to the Minister completing the Ministerial Order as requested herein and subject to the Minister’s approval of this Bylaw, the Board hereby resolves:

Pursuant to Section 76(3), the ward boundaries will be adjusted as follows:

a. Ward 2 – to adjust and replace the wording with the following

Township 24, Range 28, West of the 4th Meridian

East half of section 7, North half of Section 17; Sections 1 to 36 inclusive, Section 8 to 16 inclusive, Section 19 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 26, Range 1, West of the 5th Meridian

Sections 1 and 2; Sections 7 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 27, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 28, Range 29, West of the 4th Meridian

Sections 1 to 3; Sections 10 to 15 inclusive; Sections 22 to 27 inclusive; Sections 34 to 36 inclusive.

b. Ward 4 – to adjust and replace the wording with the following

Township 23, Range 5, West of the 5th Meridian

Sections 1 to 4 inclusive; Sections 8 to 36 inclusive, excluding any lands located within Sarcee Indian Reserve No. 145.

Township 25, Range 3, West of the 5th Meridian

Sections 1 to 36 inclusive excluding pre-2007 annexed lands located within the City of Calgary.

Township 27, Range 6, West of the 5th Meridian

Sections 1 to 12 inclusive; Sections 17 and 18, excluding any lands within Stoney Indian Reserve.

Township 28, Range 6, West of the 5th Meridian

Sections 1 to 30 inclusive, excluding any lands within Stoney Indian Reserve.

As set out in Section 76(2.2) of the Education Act, this bylaw shall take effect on the date of the next general election for the Board.

READ A FIRST TIME THIS ____ DAY OF _____, 2025.

Chair

Secretary-Treasurer

READ A SECOND TIME THIS ____ DAY OF _____, 2025.

Chair

Secretary-Treasurer

READ A THIRD TIME THIS ____ DAY OF _____, 2025.

Chair

Secretary-Treasurer

SCHEDULE A

The boundaries of the wards referred to in By-Law 2024-01 are described as follows:

- (a) Ward 1 (City of Chestermere) shall be comprised of the following lands:

The lands comprising the City of Chestermere.

- (b) Ward 2 (Crossfield, Irricana, Beiseker, Kathyryn, Langdon, Indus, rural Airdrie, rural Chestermere and surrounding rural lands) shall be comprised of the following lands:

Township 21, Range 27, West of the 4th Meridian

Sections 25 to 27 inclusive; Sections 31 to 36 inclusive; Those portions of Section 22, 23, 24, 28, 29 and 30 lying north of the Bow River.

Township 21, Range 28, West of the 4th Meridian

Those portions of Sections 25, 26, 34, 35, and 36 lying East and North of the Bow River.

Township 22, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 22, Range 28, West of the 4th Meridian

Sections 1 and 2; Sections 9 to 36 inclusive; Those portions of Sections 3, 4, 5, 7 and 8 lying North and East of the Bow River.

Township 22, Range 29, West of the 4th Meridian

Sections 13, 24 and 25; That portion of Section 12 lying North of the Bow River.

Township 23, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive including the Hamlet of Langdon.

Township 23, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 24, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 24, Range 28, West of the 4th Meridian

East half of section 7, North half of Section 17; Sections 1 to 6 inclusive, Section 8 to 16 inclusive, Section 19 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 25, Range 26, West of the 4th Meridian

Sections 18 and 19; Sections 29 to 32 inclusive.

Township 25, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 25, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 26, Range 1, West of the 5th Meridian

Sections 1 and 2; Sections 7 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 26, Range 2, West of the 5th Meridian

Sections 10 to 16 inclusive; Sections 21 to 28 inclusive; Sections 32 to 36 inclusive; Northeast quarter of Section 8; North half of Section 9; East half of Section 17 and 20; North half and Southeast quarter of Section 29; Northeast quarter of Section 30; East half of Section 31.

Township 26, Range 25, West of the 4th Meridian

Sections 26 to 35 inclusive.

Township 26, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 29, West of the 4th Meridian
Section 1 to 4 inclusive; Sections 9-16 inclusive; Section 21 to 28 inclusive; Sections 33 to 36. Excluding any lands located within the City of Airdrie

Township 27, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands in Section 13 included in road Plan 4209 E.Z and excluding any lands located within the City of Airdrie.

Township 27, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 8 to 17 inclusive; Sections 20 to 29 inclusive; Sections 32 to 36 inclusive; East halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Irricana.

Township 27, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 27, Range 29, West of the 4th Meridian
Sections 25 and 26; Sections 35 and 36; East half of Section 24; Northeast quarter of Section 13; Fractional Sections 27 and 34.

Township 28, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, including the Town of Crossfield.

Township 28, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 7 to 36 inclusive, East half of Section 6.

Township 28, Range 3, West of the 5th Meridian
Sections 13 and 14; Sections 23 to 28 inclusive; Sections 33 to 36 inclusive; East halves of Sections 15, 29, and 32; Northeast quarters of Sections 10 and 20; North halves of Sections 11 and 21; North halves and Southeast quarters of Sections 12 and 22.

Township 28, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Beiseker.

Township 28, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 29, West of the 4th Meridian
Sections 1 to 3; Sections 10 to 15 inclusive; Sections 22 to 27 inclusive; Sections 34 to 36 inclusive.

- Township 29, Range 1, West of the 5th Meridian
Sections 1 to 15 inclusive.
- Township 29, Range 2, West of the 5th Meridian
Sections 1, 2, 11, and 12.
- Township 29, Range 28, West of the 4th Meridian
Sections 1 to 8 inclusive; Sections 17 and 18.
- Township 29, Range 29, West of the 4th Meridian
Sections 1 and 2; Sections 11 to 14 inclusive; Fractional Sections 3, 10, and 15.
- (c) Ward 3 (City of Airdrie) shall be comprised of the following lands:
- The lands comprising the City of Airdrie.
- (d) Ward 4 (Springbank, Bearspaw, Bragg Creek, Westbrook, rural Cochrane and surrounding rural lands) shall be comprised of the following lands:
- Township 23, Range 4, West of the 5th Meridian
Portions of Sections 18, 19, 20, 28, 29, 33, and 34 contained within Lots 6, 7, and 8: Plan 57814 CLS not included in the Sarcee Indian Reserve No. 145.
- Township 23, Range 5, West of the 5th Meridian
Sections 1 to 4 inclusive; Sections 8 to 36 inclusive, excluding any lands located within Sarcee Indian Reserve No. 145.
- Township 24, Range 2, West of the 5th Meridian
Sections 5 to 8 inclusive; Sections 17 to 20 inclusive; Sections 29 and 30; Section 31 excluding pre-2007 annexed lands located within the City of Calgary.
- Township 24, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.
- Township 24, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.
- Township 24, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.
- Township 25, Range 2, West of the 5th Meridian
Sections 6, 7, 18, 19, 29, 30, 31 and 32 excluding pre-2007 annexed lands located within the City of Calgary.
- Township 25, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive excluding pre-2007 annexed lands located within the City of Calgary.
- Township 25, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane.
- Township 25, Range 5, West of the 5th Meridian
Sections 1 to 30 inclusive, excluding any lands located within the Stoney Indian Reserve; Southeast quarter of Section 34.
- Township 24, Range 6, West of the 5th Meridian
Sections 1, 12, and 13; Sections 24 to 28 inclusive; Sections 33 to 36 inclusive.
- Township 25, Range 6, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 9 to 14 inclusive; those portions of Sections 7, 8, 15, 16, 23, and 24 excluding any lands located within the Stoney Indian Reserve.
- Township 26, Range 2, West of the 5th Meridian

Sections 4 to 7 inclusive; Sections 18 and 19; West half of Section 31; South half and Northwest quarter of Section 30; Southwest quarter of Section 29; West halves of Sections 17 and 20; South half and Northwest quarter of Section 8; South half of Section 9.

Township 26, Range 3, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 26, Range 4, West of the 5th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane or the Stoney Indian Reserve.

Township 26, Range 5, West of the 5th Meridian

Sections 13 to 36 inclusive, excluding any lands located within the Stoney Indian Reserve; Northeast quarter of Section 8.

Township 26, Range 6, West of the 5th Meridian

Sections 4 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 26, Range 7, West of the 5th Meridian

Sections 1 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 27, Range 2, West of the 5th Meridian

West halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 3, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 27, Range 4, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 27, Range 5, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 27, Range 6, West of the 5th Meridian

Sections 1 to 12 inclusive; Sections 17 and 18, excluding any lands within Stoney Indian Reserve.

Township 27, Range 7, West of the 5th Meridian

Sections 1 to 5 inclusive; Sections 8 to 12 inclusive.

Township 28, Range 2, West of the 5th Meridian

West half of Section 6.

Township 28, Range 3, West of the 5th Meridian

Sections 1 to 9 inclusive; Sections 16 to 19 inclusive; Sections 30 and 31; West halves of Sections 15, 29, and 32; South halves and Northwest quarters of Sections 10 and 20; South halves of Sections 11 and 21; Southwest quarters of Sections 12 and 22.

Township 28, Range 4, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 28, Range 5, West of the 5th Meridian

Sections 1 to 36 inclusive.

Township 28, Range 6, West of the 5th Meridian

Sections 1 to 30 inclusive, excluding any lands within Stoney Indian Reserve.

- (e) Ward 5 (Town of Cochrane) shall be comprised of the following lands:

The lands comprising the Town of Cochrane.

BY-LAW NO. 2024-01

OF THE

ROCKY VIEW SCHOOL DIVISION

A By-Law of The Rocky View School Division in the Province of Alberta, relating to the number of trustees that sit on the Board and the rearrangement of the electoral wards.

WHEREAS the Board of Trustees of Rocky View School Division (the "Board") requests the Minister, by Ministerial Order pursuant to Section 76(3) of the *Education Act*, to reaffirm the number of trustees on the Board to be EIGHT (8).

AND WHEREAS the Board requests the Minister, by Ministerial Order pursuant to Section 76(1) of the *Education Act* to rearrange the wards of the School Division as outlined in attached "Schedule A".

Subject to the Minister completing the Ministerial Order as requested herein and subject to the Minister's approval of this Bylaw, the Board hereby resolves:

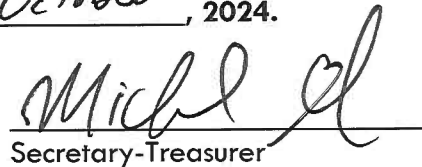
Pursuant to Section 76(3), the number of trustees to be elected for each ward is as follows:

- a. Ward 1 – ONE (1) Trustee
- b. Ward 2 – ONE (1) Trustee
- c. Ward 3 – THREE (3) Trustees
- d. Ward 4 – ONE (1) Trustee
- e. Ward 5 – TWO (2) Trustees


As set out in Section 76(2.2) of the *Education Act*, this bylaw shall take effect on the date of the next general election for the Board.

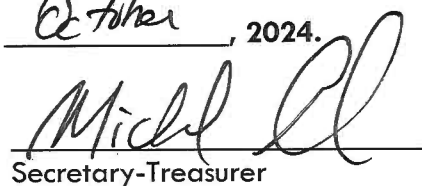
READ A FIRST TIME THIS 31st DAY OF October, 2024.


Chair


Secretary-Treasurer

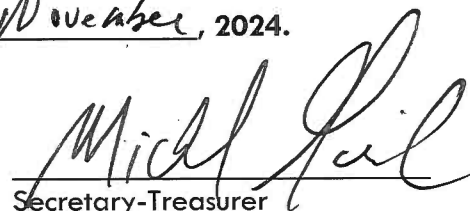
READ A SECOND TIME THIS 31st DAY OF October, 2024.


Chair


Secretary-Treasurer

READ A THIRD TIME THIS 14th DAY OF November, 2024.


Chair


Secretary-Treasurer

SCHEDULE A

The boundaries of the wards referred to in By-Law 2024-01 are described as follows:

- (a) Ward 1 (City of Chestermere) shall be comprised of the following lands:

The lands comprising the City of Chestermere.

- (b) Ward 2 (Crossfield, Irricana, Beiseker, Kathryn, Langdon, Indus, rural Airdrie, rural Chestermere and surrounding rural lands) shall be comprised of the following lands:

Township 21, Range 27, West of the 4th Meridian

Sections 25 to 27 inclusive; Sections 31 to 36 inclusive; Those portions of Section 22, 23, 24, 28, 29 and 30 lying north of the Bow River.

Township 21, Range 28, West of the 4th Meridian

Those portions of Sections 25, 26, 34, 35, and 36 lying East and North of the Bow River.

Township 22, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 22, Range 28, West of the 4th Meridian

Sections 1 and 2; Sections 9 to 36 inclusive; Those portions of Sections 3, 4, 5, 7 and 8 lying North and East of the Bow River.

Township 22, Range 29, West of the 4th Meridian

Sections 13, 24 and 25; That portion of Section 12 lying North of the Bow River.

Township 23, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive including the Hamlet of Langdon.

Township 23, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 24, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 24, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 25, Range 26, West of the 4th Meridian

Sections 18 and 19; Sections 29 to 32 inclusive.

Township 25, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 25, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 26, Range 1, West of the 5th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 26, Range 2, West of the 5th Meridian

Sections 10 to 16 inclusive; Sections 21 to 28 inclusive; Sections 32 to 36 inclusive; Northeast quarter of Section 8; North half of Section 9; East half of Section 17 and 20; North half and Southeast quarter of Section 29; Northeast quarter of Section 30; East half of Section 31.

Township 26, Range 25, West of the 4th Meridian

Sections 26 to 35 inclusive.

Township 26, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 29, West of the 4th Meridian
Section 1 to 4 inclusive; Sections 9-16 inclusive; Section 21 to 28 inclusive; Sections 33 to 36. Excluding any lands located within the City of Airdrie

Township 27, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands in Section 13 included in road Plan 4209 E.Z and excluding any lands located within the City of Airdrie.

Township 27, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 8 to 17 inclusive; Sections 20 to 29 inclusive; Sections 32 to 36 inclusive; East halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Irricana.

Township 27, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 29, West of the 4th Meridian
Sections 25 and 26; Sections 35 and 36; East half of Section 24; Northeast quarter of Section 13; Fractional Sections 27 and 34.

Township 28, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, including the Town of Crossfield.

Township 28, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 7 to 36 inclusive, East half of Section 6.

Township 28, Range 3, West of the 5th Meridian
Sections 13 and 14; Sections 23 to 28 inclusive; Sections 33 to 36 inclusive; East halves of Sections 15, 29, and 32; Northeast quarters of Sections 10 and 20; North halves of Sections 11 and 21; North halves and Southeast quarters of Sections 12 and 22.

Township 28, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Beiseker.

Township 28, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 29, West of the 4th Meridian
Sections 1 and 3; Sections 10 to 15 inclusive; Sections 22 to 27 inclusive; Sections 34 to 36 inclusive.

Township 29, Range 1, West of the 5th Meridian
Sections 1 to 15 inclusive.

Township 29, Range 2, West of the 5th Meridian
Sections 1, 2, 11, and 12.

Township 29, Range 28, West of the 4th Meridian
Sections 1 to 8 inclusive; Sections 17 and 18.

Township 29, Range 29, West of the 4th Meridian
Sections 1 and 2; Sections 11 to 14 inclusive; Fractional Sections 3, 10, and 15.

- (c) Ward 3 (City of Airdrie) shall be comprised of the following lands:

The lands comprising the City of Airdrie.

- (d) Ward 4 (Springbank, Bearspaw, Bragg Creek, Westbrook, rural Cochrane and surrounding rural lands) shall be comprised of the following lands:

Township 23, Range 4, West of the 5th Meridian
Portions of Sections 18, 19, 20, 28, 29, 33, and 34 contained within Lots 6, 7, and 8; Plan 57814 CLS not included in the Sarcee Indian Reserve No. 145.

Township 23, Range 5, West of the 5th Meridian
Sections 1 to 4 inclusive; Sections 8 to 36 inclusive.

Township 24, Range 2, West of the 5th Meridian
Sections 5 to 8 inclusive; Sections 17 to 20 inclusive; Sections 29 and 30; Section 31 excluding pre-2007 annexed lands located within the City of Calgary.

Township 24, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 24, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 24, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 25, Range 2, West of the 5th Meridian
Sections 6, 7, 18, 19, 29, 30, 31 and 32 excluding pre-2007 annexed lands located within the City of Calgary.

Township 25, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 25, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane.

Township 25, Range 5, West of the 5th Meridian
Sections 1 to 30 inclusive, excluding any lands located within the Stoney Indian Reserve; Southeast quarter of Section 34.

Township 24, Range 6, West of the 5th Meridian
Sections 1, 12, and 13; Sections 24 to 28 inclusive; Sections 33 to 36 inclusive.

Township 25, Range 6, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 9 to 14 inclusive; those portions of Sections 7, 8, 15, 16, 23, and 24 excluding any lands located within the Stoney Indian Reserve.

Township 26, Range 2, West of the 5th Meridian
Sections 4 to 7 inclusive; Sections 18 and 19; West half of Section 31; South half and Northwest quarter of Section 30; Southwest quarter of Section 29; West halves of Sections 17 and 20; South half and Northwest quarter of Section 8; South half of Section 9.

Township 26, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane or the Stoney Indian Reserve.

Township 26, Range 5, West of the 5th Meridian
Sections 13 to 36 inclusive, excluding any lands located within the Stoney Indian Reserve; Northeast quarter of Section 8.

Township 26, Range 6, West of the 5th Meridian
Sections 4 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 26, Range 7, West of the 5th Meridian
Sections 1 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 27, Range 2, West of the 5th Meridian
West halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 6, West of the 5th Meridian
Sections 1 to 12 inclusive; Sections 17 and 18.

Township 27, Range 7, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 8 to 12 inclusive.

Township 28, Range 2, West of the 5th Meridian
West half of Section 6.

Township 28, Range 3, West of the 5th Meridian
Sections 1 to 9 inclusive; Sections 16 to 19 inclusive; Sections 30 and 31; West halves of Sections 15, 29, and 32; South halves and Northwest quarters of Sections 10 and 20; South halves of Sections 11 and 21; Southwest quarters of Sections 12 and 22.

Township 28, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 6, West of the 5th Meridian
Sections 1 to 30 inclusive.

- (e) Ward 5 (Town of Cochrane) shall be comprised of the following lands:

The lands comprising the Town of Cochrane.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

Item: Delegation of Final Decision for Out of Attendance Area Appeals

Date of Meeting: April 3, 2025

Background:

As per Board Policy 23 School Attendance Areas (attached), “The Board establishes school attendance areas and designates resident students of the Board to a particular school. School attendance areas manage space and resources across the division in order to provide quality learning opportunities for all students.” The policy goes on to say, “The Board recognizes that parents may wish to register their child at a school outside of their attendance area and permit such requests when sufficient resources and facilities are available. The Superintendent will maintain an administrative procedure detailing how this process will work.” The policy describes criteria that the Superintendent should consider, “The Superintendent may direct a student to attend a school other than the one designated, for:

- Educational reasons: a strong rationale outlining why the resident school does not provide the student with adequate educational opportunities is required.
- Social/emotional and/or psychological reasons: Medical documentation is required. The Superintendent may request an independent medical assessment.”

Administrative Procedure 305 School Attendance Areas (attached) provides more specific details about out of attendance area applications, criteria and appeal process. Specifically, it states “If a school is at operational capacity and the child is refused admission to the school by the Principal, the parent(s)/guardian(s) may apply to the Superintendent, or designate, for special consideration. Factors considered include documented:

- Medical
- Psychological
- Educational rationale

Parent(s)/guardian(s) living within RVS’ boundary or non-resident students who currently attend a RVS school may appeal their child’s placement to the Board as per Policy 13 – Appeals and Hearings Regarding Student Matters.”

Board Policy 11 Board Delegation of Authority (attached) affirms what is in the Education Act which “allows for the Board to delegate certain of its responsibilities and powers to others. The Board authorizes the Superintendent to do any act or thing or to exercise any power that the Board may do, or is required to do, or may exercise, except those matters which, in accordance with section 52(4) of the Education Act, cannot be delegated [the power to make a bylaw under this Act, the power to close a school or school building, the power to requisition from a municipality that the board may have from time to time, or the power to hold a teacher transfer appeal hearing]. This delegation of authority to the Superintendent specifically:

- Includes any authority or responsibility set out in the Education Act and Regulations as well as authority or responsibility set out in other legislation or Regulations;



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

- Includes the ability to enact Administrative Procedures, in alignment with Board policies, which are required to carry out this authority; and also
- Includes the ability to sub-delegate this authority and responsibility as required.”

Board Policy 21 Resolution of Public Concerns (attached) states “The steps to be followed by stakeholders to address concerns should be in the following order:

- The classroom teacher (parent concern)
- The school Principal (unresolved parent concern/school-wide concern)
- The Area Director (appeal of decision by principal)
- The Associate Superintendent of Schools (appeal of decision by Area Director)
- The Superintendent of Schools (appeal of decision by Associate Superintendent)
- The Board of Trustees (appeal of decision by Superintendent)
- The Minister of Education (appeal of decision by Board)”

Board Policy 13 – Appeals and Hearings Regarding Student Matters (attached) states “The Board supports the right of parents/guardians to make inquiries or bring forward concerns regarding student matters, and to appeal administrative decisions that significantly affect the education of a student of the board.” It goes on to state, “Prior to a decision being appealed to the Appeals Committee, it must be appealed to the Superintendent, in accordance with Administrative Procedure 152 – Dispute Resolution. A parent/guardian of a student, and a student sixteen (16) years of age or over, has the right to appeal to the Appeals Committee a decision of the Superintendent that significantly affects the education of the student. The Superintendent must advise the parent/guardian or student as above of this right of appeal.”

The form that a parent completes to request to attend a school other than their designated school (attached) includes the following information to help with the process:

Transfer requests for a particular school may be approved only if space, resources & required programming are available at the RVS REQUESTED school	
STEP 1:	Parent/Guardian completes (PART A) and meets with the Principal of the RVS DESIGNATED school to discuss the rationale for the Out-of-Attendance Area Application.
STEP 2:	The Principal of the RVS DESIGNATED school signs (PART B) to indicate a meeting with the Parent/Guardian has occurred.
STEP 3:	If still interested, the Parent/Guardian may submit the Application to the Principal of the REQUESTED school with rationale for request.
STEP 4:	If the <u>Application is not supported</u> , the Parent/Guardian may appeal the decision by submitting the Application and supporting documentation to the Associate Superintendent of Schools. The Parent/Guardian will receive a formal letter from the Associate Superintendent of Schools advising them of the decision.
STEP 5:	If the <u>Application is denied by the Associate Superintendent of Schools</u> , the Parent/Guardian may appeal the decision by submitting the Application, with additional supporting documentation, to the Superintendent of Schools. The Parent/Guardian will receive a formal letter from the Superintendent of Schools advising them of the decision.
STEP 6:	If the <u>Application is denied by the Superintendent of Schools</u> , the Parent/Guardian may appeal the decision by submitting the Application, with additional documentation, to the RVS Corporate Secretary for a final appeal by the Board of Trustees. The Parent/Guardian will receive a formal letter from the RVS Corporate Secretary advising them of the decision of the Board of Trustees.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

In a 'typical' year, Rocky View Schools receives hundreds out of attendance area requests. Some requests are approved at the school level as they have space and resources to accommodate the student, most are not. The Associate Superintendent of Schools would get appeals of the original school out of attendance area decision and at that point some are overturned while others are still denied. The Superintendent gets 30-70 out of attendance area appeals annually. About 50% get overturned so the student gets to go to the requested school while 50% are denied. Appeals to the Board are rare with only 6-8 in the past 8 years. Out of attendance areas appeals that make their way to the Board are heard by the Board's Appeals Committee. They are not subject to review by the Minister of Education.

In April 2024, the Board decided to adjust grade configurations and attendance areas within the City of Airdrie to balance student spaces.

Current Status:

As a result of the Balancing Airdrie Student Spaces decision in 2024, every out of attendance area student (unless 25/26 is their last grade in their current school) attending a school in Airdrie is being required to reapply for consideration. This is to ensure the net result of the BASS process can be achieved.

In January 2025, the families of approximately 450 Airdrie students were sent an emails as they were identified as being out of attendance area. The message shared that, "Out-of-Attendance Area application approvals are considered annually. Those families who currently have approval for their child to attend a school that is not their designated school are required to re-apply for consideration if they do not wish to go to their designated school. Families are encouraged to apply by the end of February as applications will be reviewed starting in March. Key criteria for determining if RVS can accommodate the Out of Attendance Area applications is whether we have sufficient space and resources at the requested school to accommodate the student. Given the significant grade level and attendance boundary adjustments, most of these Out of Area Application requests will not be able to be accommodated."

As of March 26, 2025, 167 out of attendance area appeals for 2025/26 have already been received from families attending Airdrie schools. There is the potential that there will be significantly more appeals to the Superintendent and ultimately to the Board's Appeals Committee once decision letters go out this spring. In addition to these Airdrie specific numbers, we anticipate the typical number of requests from other areas across RVS. Out of attendance area requests and appeals are not solely limited to Airdrie.

A typical out of attendance area appeal hearing by the Appeals Committee takes an hour plus one to two hours of preparation by administration. Appeals Committee hearings typically receive little new information beyond what was already provided to the Superintendent and considered by the Superintendent. Information about the situation in the requested school (projected class sizes, number of students in the requested grade, resources for students with unique needs) will already have been considered by the Superintendent. By having the final decision made by the Superintendent there can be consistency of decision-making criteria and approach.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: SUPERINTENDENT OF SCHOOLS

None of the neighbouring school divisions extend the ability to appeal out of attendance area decisions to the Board/Board committee.

Lastly, administration is aware of concerns about further delegating matters to administration and the potential for erosion of the role of the locally elected trustee. It is not the intent of administration to contribute to that issue. Having one person ultimately (the Superintendent) review all out of attendance area appeals brings consistency of approach and decision making. It is unusual for new or additional information to come forward as part of the Appeals Committee hearing because the opportunity for all that information to be shared was already provided and considered.

Alternatives

Alternative I:

The Board of Trustees delegates final decision-making authority on out of attendance area appeals for the 2025/26 school year to the Superintendent of Schools only.

Alternative II:

The Board of Trustees delegates final decision-making authority on out of attendance area appeals to the Superintendent of Schools only on an ongoing basis and authorizes the Superintendent to update necessary policies, administrative procedures and associated forms to reflect this decision.

Alternative III:

The Board of Trustees refers the matter to the Board Planning Committee for further discussion.

Recommendation:

The Board of Trustees delegates final decision-making authority on out of attendance area appeals for the 2025/26 school year to the Superintendent of Schools only.

BACKGROUND

The Board establishes school attendance areas and designates resident students of the Board to a particular school. School attendance areas manage space and resources across the division in order to provide quality learning opportunities for all students.

GUIDELINES

1. Attendance areas will be created and adjusted as deemed necessary by the Board in order to:
 - 1.1. Integrate new facilities;
 - 1.2. Make educational programs more viable;
 - 1.3. Make more efficient use and utilization of school facilities;
 - 1.4. Make transportation of students more efficient; and
 - 1.5. Address a school closure.
2. Attendance areas are developed by the Superintendent or designate using a collaborative process in line with Policy 25 – Community Engagement and Assurance.
3. In establishing attendance areas, the following may be considered, but not limited to, and in no priority order:
 - 3.1. Balance enrolments/utilizations
 - 3.2. Minimize disruption
 - 3.3. Keep neighbourhoods and households together
 - 3.4. Maintain current programs
 - 3.5. Community input and impact
 - 3.6. Accommodating for the short-term, mid-term and long-term
 - 3.7. Transportation impacts
 - 3.8. Student transitions
4. Attendance areas are approved by the Board.
5. Students will normally be expected to attend their designated school.
6. Attendance areas are not the same as ward boundaries, transportation service boundaries and boundaries defined by municipalities or other government bodies.
7. The Board recognizes that parents may wish to register their child at a school outside of their attendance area and permit such requests when sufficient resources and facilities are available. The Superintendent will maintain an administrative procedure detailing how this process will work.



POLICY 23

SCHOOL ATTENDANCE AREAS

Approved: 2023 10 05

8. The Superintendent may direct a student to attend a school other than the one designated, for:
 - 8.1. Educational reasons: a strong rationale outlining why the resident school does not provide the student with adequate educational opportunities is required.
 - 8.2. Social/emotional and/or psychological reasons: Medical documentation is required. The Superintendent may request an independent medical assessment.

Legal Reference:

- Section 4,7,11,21,32,33,52,53,59,197,222 Education Act

Purpose/Background

Rocky View Schools has established school attendance areas as per Board Policy 23 but recognizes the uniqueness of individual students and accepts that parental choice for student accommodation is an important factor as parents seek to find the school they believe is best able to meet their child's needs.

Procedures

Students outside the attendance area shall be considered for acceptance in accordance with the following:

1. The Principal will accept resident students living within the attendance area for that school as well as students directed to that school by the Superintendent and foreign exchange students covered by a reciprocal agreement, unless the Superintendent determines that the school cannot provide programming to meet the needs of that student. Under the *Education Act*:

Section 4(1) - A student is a resident student of the board of the school division in which the student's parent resides.

Section 4(2) - A student who is in the care of a foster parent under the Child Youth and Family Enhancement Act is deemed to be a resident student of the board of the school division in which the foster parent resides.

2. The Director of Facilities Planning will provide to the Superintendent on an annual basis the operational capacity for each school in the Division. The Superintendent or designate shall advise principals of the operational capacity of their schools.
3. Principals are to direct school operational capacity appeals to the Director of Facilities Planning.
4. If the enrollment at the school is not at operational capacity, the Principal shall review the following factors when considering accepting students from outside the attendance area for that school:
 - 4.1 The availability of space in the requested grade, personnel and resources to meet the student's needs;
 - 4.2 The projected enrollment for the school;
 - 4.3 The effect on other Division schools, if any;
5. If the enrollment at the school is not at operational capacity the priority of acceptance of students not living in the attendance area for that school will normally be considered in the following order:
 - 5.1 Resident students requiring a particular program offered at that school;
 - 5.2 Resident students continuing their program at that school;
 - 5.3 Resident students who have a sibling attending that school at the time of enrolment;
 - 5.4 Resident students changing schools as part of the up-coming group from a feeder school;
 - 5.5 Resident students within that community, if there is more than one school;
 - 5.6 Resident students from another community within the school division;

-
- 5.7 Non-resident students;
 - 5.8 International students.
6. If a school is at operational capacity and the Principal wishes to accept additional students from outside of his/her attendance area, approval must be obtained from the Superintendent, or designate. The following factors will apply:
- 6.1 Availability of school personnel and resources;
 - 6.2 Size and composition of classes;
 - 6.3 Future projected enrollment of the school;
 - 6.4 Effect on other Division schools.
7. If a school is at operational capacity and the child is refused admission to the school by the Principal, the parent(s)/guardian(s) may apply to the Superintendent, or designate, for special consideration. Factors considered include documented:
- 7.1 Medical
 - 7.2 Psychological
 - 7.3 Educational rationale
8. Parent(s)/guardian(s) living within RVS' boundary or non-resident students who currently attend a RVS school may appeal their child's placement to the Board as per Policy 13 – Appeals and Hearings Regarding Student Matters.
9. The parent(s)/guardian(s) of a student living outside the attendance area of a particular school are responsible for transporting their child to school.

Note 1: The student of a parent who is moving into a residence in the attendance area for a school in the Division, may be considered to be the same as a resident student for that school, if the parent is able to provide written proof (examples: a signed construction contract from a home builder with a projected date of possession, or a rental agreement accompanied by utility bills in the parent's name) to the Principal that the parent and student will move in and take possession of the residence by the mid-point of the current school year.

Reference:

Education Act Sections 4, 7, 10, 11, 21, 32, 33, 52, 53, 59, 197, 222

BACKGROUND

The Education Act allows for the Board to delegate certain of its responsibilities and powers to others.

The Board authorizes the Superintendent to do any act or thing or to exercise any power that the Board may do, or is required to do, or may exercise, except those matters which, in accordance with section 52(4) of the Education Act, cannot be delegated. This delegation of authority to the Superintendent specifically:

- Includes any authority or responsibility set out in the Education Act and Regulations as well as authority or responsibility set out in other legislation or Regulations;
- Includes the ability to enact Administrative Procedures, in alignment with Board policies, which are required to carry out this authority; and also
- Includes the ability to sub-delegate this authority and responsibility as required.

Notwithstanding the above, the Board reserves to itself the authority to make decisions on specific matters requiring Board approval. This reserved authority of the Board is set out in Board policies, as amended from time to time.

GUIDELINES

1. The Superintendent is authorized to suspend from the performance of the teacher's duties or to terminate the services of a teacher. The suspension or termination shall be conducted in accordance with the requirements of the Education Act, and the decision shall not be appealable to the Board.
2. The Superintendent is authorized to suspend from the performance of duties or to terminate the services of any non-certificated staff member. The suspension or termination shall be in accordance with all relevant legislation, and the decision shall not be appealable to the Board.
3. The Superintendent is directed to develop Administrative Procedures that are consistent with the Education Act, Regulations and Alberta Education policies and procedures.
4. The Board requires that any significant provincial new mandates or requirements must be initially brought to the Board for discussion and determination if the Board will delegate or create policy.
5. In the absence of Board policy, the Superintendent is directed to develop an Administrative Procedure to fulfill Board obligations created by any federal or provincial legislation.
6. The Superintendent is delegated the authority to make technical edits and update references in Board policy and committee terms of references and inform the Board of such changes.

Legal Reference:

- Section 33, 51, 52, 202, 203, 204, 206, 209, 210, 213, 214, 215, 217, 218, 219, 222
Education Act

BACKGROUND

The Board of Trustees believes that concerns of the public should be addressed and encourages stakeholders to bring them forward so that they can be resolved as close to their origin as possible.

The steps to be followed by stakeholders to address concerns should be in the following order:

- The classroom teacher (parent concern)
- The school Principal (unresolved parent concern/school-wide concern)
- The Area Director (appeal of decision by principal)
- The Associate Superintendent of Schools (appeal of decision by Area Director)
- The Superintendent of Schools (appeal of decision by Associate Superintendent)
- The Board of Trustees (appeal of decision by Superintendent)
- The Minister of Education (appeal of decision by Board)

The Board wishes to resolve concerns fairly and expects that interested persons will be given the opportunity to express their complaints expeditiously. In the interests of fairness, members of staff will be informed about the nature and source of the complaint.

GUIDELINES

1. Stakeholder concerns must be expressed in person or in writing to the person or persons involved.
2. Normally parental complaints concerning school operations are resolved locally at the school with parties involved. On occasion, however, the Superintendent, or a Trustee, may receive a request from parents to intervene in school affairs. In this event the complaint will be resolved according to the following:
 - 2.1 The Superintendent will, as appropriate in the circumstance, refer a complaint or request for intervention to the local school, engage in mediation, or conduct an inquiry.
 - 2.2 The Superintendent will ensure, in cooperation with the local schools, that parents are provided with the opportunity to express their complaints and be heard fairly by school-based administrators and/or by Divisional Administration.
 - 2.3 The Trustee, upon receiving a complaint, will refer the parent to the school, and will either inform the Superintendent or the school. The Trustee will receive confirmation that the concern has been addressed.

Legal Reference:

- Section 33,40,41,42,43,52,53,196,197,222 Education Act

BACKGROUND

The Board supports the right of parents/guardians to make inquiries or bring forward concerns regarding student matters, and to appeal administrative decisions that significantly affect the education of a student of the board. In the interest of open communication, concerns must first be directed to the staff member(s) most directly involved and adhere to the process as outlined in Administrative Procedure 152 – Dispute Resolution.

In accordance with section 52 of the *Education Act*, the Board delegates to the Appeals Committee the power to make decisions with respect to appeals on all matters other than the expulsion of a student. Furthermore, the Board delegates to the Student Expulsion Hearing Committee the authority to hear and rule on an administration recommendation to expel a student.

GUIDELINES

1. All Matters Other Than Expulsion of a Student

- 1.1. Prior to a decision being appealed to the Appeals Committee, it must be appealed to the Superintendent, in accordance with Administrative Procedure 152 – Dispute Resolution.
- 1.2. A parent/guardian of a student, and a student sixteen (16) years of age or over, has the right to appeal to the Appeals Committee a decision of the Superintendent that significantly affects the education of the student. The Superintendent must advise the parent/guardian or student as above of this right of appeal.
- 1.3. The appeal to the Appeals Committee must be made within ten (10) business days from the date that the individual was informed of the Superintendent's decision.
 - 1.3.1. The appeal must be filed in writing with the Associate Superintendent of Business and Operations and must contain:
 - 1.3.1.1. the name of the party filing the appeal;
 - 1.3.1.2. the date;
 - 1.3.1.3. the matter at hand; and
 - 1.3.1.4. the reason for the appeal.
 - 1.3.2. If an appeal is sent electronically, the burden of proof of delivery is on the appellant.
- 1.4. A parent/guardian, or student as above, when appealing a decision to the Appeals Committee, has the right to be assisted by a resource person(s) of their choosing. The responsibility for engaging and paying for such assistance rests with the parent/guardian or student.
- 1.5. The hearing of the appeal must be scheduled so as to ensure that the person making the appeal and the Superintendent or designate, whose decision is being appealed, have sufficient notice and time to prepare for the presentation.

POLICY 13

APPEALS AND HEARINGS REGARDING STUDENT MATTERS

Approved: 2023 06 15

- 1.6. The appeal will be heard at a closed in-camera session, with only specified individuals in attendance.
- 1.7. The parties to the appeal will be advised when the decision will be made.
- 1.8. The appeal hearing will be conducted in accordance with the following guidelines:
 - 1.8.1. The Appeals Committee Chair will outline the purpose of the hearing, which is to provide:
 - 1.8.1.1. An opportunity for the parties to make representation in support of their respective positions to the Appeals Committee. This information may include expert medical, psychological and educational data and may be presented by witnesses. The information presented may include both written and verbal communications;
 - 1.8.1.2. The Appeals Committee with the means to receive information and to review the facts of the dispute;
 - 1.8.1.3. A process through which the Appeals Committee can reach a decision that is reasonable in the circumstances.
 - 1.8.2. Notes of the proceedings will be recorded for the purpose of the Board's records.
 - 1.8.3. The Superintendent and/or designate(s) will explain the decision under appeal and give reasons for the decision.
 - 1.8.4. The appellant will present the appeal and the reasons for the appeal and will have an opportunity to respond to information provided by the Superintendent and/or designate(s).
 - 1.8.5. The Superintendent and/or designate(s) will have an opportunity to respond to information provided by the appellant.
 - 1.8.6. The members of the Appeals Committee will have the opportunity to ask questions of clarification from both parties.
 - 1.8.7. No cross-examination of the parties shall be allowed though questions may be directed to the other party through the Committee Chair with the permission of the Committee Chair.
 - 1.8.8. The Appeals Committee will meet without the respective parties to the appeal in attendance to arrive at a decision regarding the appeal. The Committee may have legal counsel in attendance.
 - 1.8.9. If the Appeals Committee requires additional information or clarification in order to make its decision, both parties to the appeal will be requested to return to the hearing for the required additional information.
 - 1.8.10. The Appeals Committee decision and the reasons for that decision will be communicated to the appellant once a decision has been reached and confirmed in writing following the hearing.

POLICY 13

APPEALS AND HEARINGS REGARDING STUDENT MATTERS

Approved: 2023 06 15

1.8.10.1. The communication will inform the appellant of the right to seek a review by the Minister of Education if the appellant is dissatisfied with the decision of the Appeals Committee, if the matter under appeal is a matter described in section 43 of the *Education Act*.

2. Expulsion of a Student

- 2.1. It is expected that each student will comply with their responsibilities as set out in the Education Act, Board policy, administrative procedures and school rules.
- 2.2. The Student Expulsion Hearing Committee will hear representations with respect to a recommendation for a student expulsion in accordance with relevant sections of the Education Act.
- 2.3. A student shall be reinstated within five (5) school days of the date of suspension unless the Principal makes a recommendation for expulsion.
 - 2.3.1. When the Principal makes a recommendation for expulsion, the Principal shall immediately report in writing all the circumstances to the parent/guardian and the student, if the student is sixteen (16) years of age or older, and to the Student Expulsion Hearing Committee through the Office of the Superintendent.
 - 2.3.2. The student remains suspended until the Student Expulsion Hearing Committee has made a decision.
- 2.4. The Student Expulsion Hearing Committee will convene in an expulsion hearing upon the call of the Superintendent, but in no event shall the meeting occur later than ten (10) school days from the first day of suspension.
- 2.5. The expulsion hearing will be held at a closed in-camera session, with only specified individuals in attendance.
- 2.6. A parent/guardian of a student, or a student sixteen (16) years of age or over, has the right to be assisted by a resource person(s) of their choosing. The responsibility for engaging and paying for such assistance rests with the parent/guardian or student.
- 2.7. The Student Expulsion Hearing Committee may have legal counsel in attendance.
- 2.8. Notes of the proceedings will be recorded for the purpose of the Board's records.
- 2.9. The expulsion hearing will be conducted in accordance with the following guidelines:
 - 2.9.1. The Student Expulsion Hearing Committee Chair will outline the purpose of the hearing, which is to:
 - 2.9.1.1. Provide an opportunity to hear representations relative to the recommendation from the Principal including;
 - 2.9.1.1.1. Any conditions respecting the circumstances in which the student may be enrolled in the same or a different education program;



POLICY 13

APPEALS AND HEARINGS REGARDING STUDENT MATTERS

Approved: 2023 06 15

- 2.9.1.1.2. The length of any rule or condition and why either is to apply to the student beyond the school year in which the student was expelled.
 - 2.9.1.2. Provide an opportunity for the student and/or the student's parents/guardians to make representations in response to the Principal's recommendations;
 - 2.9.1.3. Reinstate or expel the student and address the length of any rule or condition which applies to the student.
- 2.9.2. The Student Expulsion Hearing Committee Chair will outline the procedure to be followed, which will be as follows:
 - 2.9.2.1. The Principal or designate will present the report documenting the details of the case and the recommendation to expel the student;
 - 2.9.2.2. The student and the student's parents/guardians will be given an opportunity to respond to the information presented and to add any additional relevant information;
 - 2.9.2.3. The members of the Student Expulsion Hearing Committee will have the opportunity to ask questions of clarification from both the Principal and the student and the student's parents/guardians;
 - 2.9.2.4. The Student Expulsion Hearing Committee will deliberate, without either the administration or the student and the student's parents/guardians present, to discuss the case and the recommendation. Legal counsel may be in attendance;
 - 2.9.2.5. Should the Student Expulsion Hearing Committee require additional information, both parties will be requested to return in order to provide the requested information;
 - 2.9.2.6. The Student Expulsion Hearing Committee will then make a decision to either reinstate or expel the student;
 - 2.9.2.6.1. If parent/guardian or the student are not in attendance at the ruling, the Superintendent's Office will attempt to inform the parent/guardian and the student of the decision by telephone or personal communication as soon as possible after a decision has been reached.
- 2.10. The decision shall be communicated in writing to the student's parents/guardians, and the student, if the student is sixteen (16) years of age or over, within five (5) days of the hearing, with copies being provided to the Principal and the Superintendent.
- 2.11. If the decision is to expel the student, the following information must be included in the letter to the student and the student's parents/guardians:
 - 2.11.1. The length of the expulsion and any rules or conditions that apply to the student;

POLICY 13

APPEALS AND HEARINGS REGARDING STUDENT MATTERS

Approved: 2023 06 15

- 2.11.2. The educational program to be provided to the student and the name of the individual to be contacted in order to make the necessary arrangements; and
- 2.11.3. The right to request a review of the decision by the Minister of Education within sixty (60) days of the date on which the parent/guardian or the student, if the student is sixteen (16) years of age or older, is informed of the decision.

3. Review by Minister

- 3.1. A parent/guardian of a student, and a student sixteen (16) years of age or over, will be informed that they have the right to seek a review by the Minister of Education if the appeal is regarding:
 - 3.1.1. The provision of specialized supports and services to a student in accordance with section 11(4) of the *Education Act* or to a child enrolled in an early childhood services program;
 - 3.1.2. The expulsion of a student;
 - 3.1.3. Access to, or the accuracy or completeness of student records, or
 - 3.1.4. Board responsibility for a specific student.

Legal Reference:

- Section 3, 4, 11, 31, 32, 33, 36, 37, 41, 42, 43, 44, 52, 53, 222 Education Act

☐ Student residing within Division

☐ Student residing outside Division

Transfer requests for a particular school may be approved only if space, resources & required programming are available at the RVS REQUESTED school

STEP 1: Parent/Guardian completes (**PART A**) and meets with the Principal of the RVS **DESIGNATED** school to discuss the rationale for the Out-of-Attendance Area Application.

STEP 2: The Principal of the RVS **DESIGNATED** school signs (**PART B**) to indicate a meeting with the Parent/Guardian has occurred.

STEP 3: If still interested, the Parent/Guardian may submit the Application to the Principal of the **REQUESTED** school with rationale for request.

STEP 4: If the Application is not supported, the Parent/Guardian may appeal the decision by submitting the Application and supporting documentation to the Associate Superintendent of Schools. The Parent/Guardian will receive a formal letter from the Associate Superintendent of Schools advising them of the decision.

STEP 5: If the Application is denied by the Associate Superintendent of Schools, the Parent/Guardian may appeal the decision by submitting the Application, with additional supporting documentation, to the Superintendent of Schools. The Parent/Guardian will receive a formal letter from the Superintendent of Schools advising them of the decision.

STEP 6: If the Application is denied by the Superintendent of Schools, the Parent/Guardian may appeal the decision by submitting the Application, with additional documentation, to the RVS Corporate Secretary for a final appeal by the Board of Trustees. The Parent/Guardian will receive a formal letter from the RVS Corporate Secretary advising them of the decision of the Board of Trustees.

Parent/Guardian will be responsible to provide transportation to the RVS REQUESTED school, or the nearest RVS bus stop, if there is space available.

PART A: Parent/Guardian/Independent Student to complete section below.

Student Name:	_____		Date of Birth: _____
	(last)	(first) (middle)	(month) (day) (year)
CURRENT School:	CURRENT Grade:	DESIGNATED School:	
REQUESTED School:	REQUESTED Grade:	Requested for the 20 _____ - 20 _____ school year	
Residence Address: (or 911 Address)		Postal Code:	
Name of Parent/ Guardian/Independent Student	_____		Home Phone:
<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr.	(last) (first)	Business Phone:	
Email Address:	_____		Cell:
Name of Parent/ Guardian/Independent Student	_____		Home Phone:
<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr.	(last) (first)	Business Phone:	
Email Address:	_____		Cell:
Signature of Parent/Guardian/Independent Student:			Date of Request:

ATTACH A LETTER OF RATIONALE that must specify in detail the educational, psychological/emotional, or medical needs of your child and why the **REQUESTED** school would be better able to meet those needs (attach letters of support from trained professionals).

PART B: Principal of DESIGNATED school to complete section below.

Signature of Principal to indicate meeting with family has occurred:	Date:
----------------------------------------------------------------------	-------

PART C: Principal of REQUESTED school to complete section below.

<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Rationale:
Signature of Principal:	
Date:	

- Reference: AP305 School Attendance Areas



INFORMATION ITEM

TO: THE BOARD OF TRUSTEES

FROM: THE SCHOOL COUNCILS COMMITTEE

Item: School Councils Committee - Supporting School Councils Update

Date of Meeting: April 3, 2025

Background:

Through the work of the School Councils Committee, the Board provides support to parent led school councils in the Rocky View School Division. Throughout the year, the Board engages school councils in many ways including attending school council meetings regularly, providing a School Council Chair Orientation, sharing a Bylaws Workshop, hosting Joint Board School Council Meetings, gifting a School Council Chair Package, and supporting attendance at the ASCA AGM and Conference.

These efforts align with our Strategic Plan priority to connect with our community, and specifically with our goal to strengthen existing relationships that enhance learning.

In the fall, the School Councils Committee requested permission from the Board to send out a survey to school councils to help the Board understand what they value most about our connection with them.

Current Status:

The School Councils Committee would like to thank the Board for supporting the survey. With help from the Communications and Engagement department, the survey was sent out to school councils and open from January 13th to February 10th, 2025.

The survey had 36 respondents overall, with valuable feedback provided on the current support offered to school councils, as well as ways we could strengthen our work. At a recent meeting, the School Councils Committee reviewed all of feedback and have brought thoughts and observations back to the Board for information.

Here is some of what we learned from the responses:

The School Council Chair Orientation, School Council Chair Package, and Bylaws Workshop are highly valued by school council members.

The number one reason that respondents indicated that they joined their school council was to become more involved in their child's education. Having an impact on decisions being made that affect their child(ren) was a close second. It was interesting that a high number (22/36) also wanted to learn more about Alberta's education system.

When asked what they valued hearing about most from their trustee at school council meetings, all the options provided were ranked quite highly, with Alberta Education updates being the highest. Committee members feel that this indicates a high value in having trustees attend school council meetings.



INFORMATION ITEM

TO: THE BOARD OF TRUSTEES

FROM: THE SCHOOL COUNCILS COMMITTEE

Nearly all respondents agreed that Joint Board/School Council meetings are valued, and it was indicated that the majority would support having two Joint Board/School Council meetings annually. It was also felt that offering both in person and virtual opportunities to attend would be beneficial based on the size of our school division and the challenge it can be for some to travel to the Education Centre.

There were many comments provided about how we could add value to Joint Board School Council meetings. The feedback will be helpful to the School Councils Committee in planning events in the future.

The survey also asked questions about the Alberta School Councils Association, and whether respondents were aware that RVS pays for a membership to ASCA for all of our school councils. Nearly half were aware of their membership, with 20% of respondents indicating that they had taken training, booked workshops, or used ASCA's online resources.

Some main themes we heard in the comments were:

A desire for the Board to help support more communication between parents at the face-to-face meetings.

Allow councils/parents to feel more involved with decisions made at Rocky View Schools.

Help understanding and managing school council finances was highlighted.

Future Direction:

The Board values the role of school councils and is grateful to all the school council members that were able to complete the survey. Reflective of our Strategic Plan and the priority to connection with our community, we will continue to provide support to school councils throughout the Division, and the School Councils Committee is looking forward to planning for the coming year with this important feedback in mind.

Recommendation:

The Board of Trustees acknowledges receipt of the School Councils Committee - Supporting School Councils Update as information.