



**Peace Wapiti Public School Division**  
**March 25, 2025 - Parent Information Session - 06:00 PM**

**1 Meeting Logistics**

Joint School Council Meeting

Google Meet joining info

Video call link: <https://meet.google.com/for-yqkb-hbe>

**2 Call to Order at 6:30 p.m.**

**3 Land Acknowledgement (Tr. Grant)**

**4 Welcome and Introductions (Tr. Grant)**

**5 Division Update (Tr. Grant)**

**6 Agenda Items**

**6.1 Student Cell Phone Use in Schools (Tr. McIntosh)**

📎 Policy IFCL - Acceptable Use of Cell Phones and Digital Devices

**6.2 How Can I Help My Child Succeed? (Literacy Coordinators)**

**6.3 2025 ASCA Spring Symposium - April 26, 2025 (Tr. Grant)**

📎 2025 ASCA Spring Symposium Brochure

📎 AGM Pre-Meeting Preparation & Planning

📎 Link to ASCA AGM Preparation Documents

**6.4 2025 Board of Trustees Election (Tr. McIntosh)**

📎 Link to PWPSD Elections Webpage

**7 Adjournment**

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## **POLICY IFCL – Acceptable Use of Cell Phones and Electronic Devices**

**Appropriate use and modelling of digital and electronic devices can positively influence the learning environment.**

### **PURPOSE:**

To prepare students to be successful in an evolving society.

### **DEFINITION**

For the purpose of this policy:

- ‘devices’ refers to personal mobile devices that can be used to communicate with or access the internet, such as a cellphone, tablet, laptop, ear buds, smartwatches, and other digital devices.
- ‘digital citizen’ refers to a citizen who has the skills and uses technology responsibly; to gather, evaluate, construct and share knowledge in a 21<sup>st</sup> Century world safely, effectively, ethically and respectfully.
- ‘school’ refers to the school, on school grounds, or buses, or school-related or school-sanctioned activities
- ‘social media’ refers to interactive technologies that facilitate the creation, sharing and aggregation of content amongst virtual communities and networks.

### **GUIDELINES & PROCEDURES**

1. Staff are expected to be digital citizens and model digital citizenship for all students.
2. All adults must endeavor to become digital citizens and model digital citizenship while on Board property.
3. Students are expected to be digital citizens.
4. Students who choose to bring devices to school do so at their own risk. Schools assume NO LIABILITY for lost, stolen, or damaged devices, electronics, or peripherals, such as headphones/ear buds. Students who bring their devices to school are expected to comply with [Policy IFC](#) – Student Code of Conduct.
5. Students who have the use of devices built into their IPP will be expected to demonstrate good digital citizenship and to follow the instruction of their teachers with respect to the use of those devices in the classroom. Failure to do so may result in corrective measures.
6. Schools may implement additional measures in consultation with their school community to restrict digital devices from being used. Possession and use of a device for all individuals must fall within these minimum guidelines:
  - a) Devices will be placed on airplane mode/silent or powered off and stored out of student’s and teacher’s view during all instruction time/stored in lockers or another location that is not distracting to students or staff, unless teachers request students use their devices for a specific learning purpose;
  - b) Social media may not be accessed on school networks or on school devices unless deemed necessary for school operations;

- c) Devices must not be brought into the washrooms or locker rooms;
  - d) With exception of public events, devices with cameras and audio recorders may only be used for specific education benefits and only with prior permission of the teacher or Administrator;
  - e) Unless schools have added additional measures through school policy, devices may be used during non-instructional time, but must align with section 6.a-d.
7. The Superintendent requires School Administrators, in consultation with appropriate stakeholders including School Council, to formulate and implement appropriate policies at the school site.
- a) The school policies must:
    - i) take into consideration the student population at the school;
    - ii) have clear expectations and incorporate a progressive discipline approach to address violations that includes notification to the parents of a child or a student who is found to have violated Policy IFCL or the corresponding school policy;
    - iii) be communicated appropriately so all stakeholders have the opportunity to be informed of the school's policy.
    - iv) consider whether the device will be further restricted during non-instructional time and, if so, define the parameters
  - b) In formulating and implementing an appropriate policy, School Administrators should consider if the device:
    - i) engages learners;
    - ii) enhances the educational process;
    - iii) is school owned or is a personal device;
    - iv) was used to threaten others or infringe upon their civil rights.
8. Each school is required to clearly and regularly communicate the policies to staff, children and students, parents, and other members of the school community and is required to ensure that the policies are readily accessible to the school community and/or public.

## **REFERENCES**

### **Cross References:**

[Policy IFCL Exhibit 1](#) – Digital Citizenship Poster

[Policy IGH](#) – Anti Bullying

[Policy IFC](#) – Student Code of Conduct

### **Legal Reference:**

[\*Freedom of Information and Protection of Privacy Act\*](#)

[\*Education Act\*](#)

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

**BM#:** 44-07, 88-07; 20140508.1005, 20161027.1008; 20190926.1008; 20230316.1011; 20240118.1009; 20241128.1011

**Next Review:** 2027/2028



Presenting the 2025 School Councils essential event for connecting and learning!

A practical format for today’s busy families, the Alberta School Councils’ Association “Spring Symposium” will be held online (via Zoom) on Saturday April 26, 2025, from 9:30 am to 3:30 pm.

*Spring is a symbol of resilience, bringing a fresh perspective and energy, an enhanced sense of purpose and promise of renewal.*

The event will offer keynote speakers, breakout sessions, education updates, sponsor spotlights, and networking opportunities designed for maximum effect with an efficient schedule.

We encourage School Councils to register and share the link to all members. Participate in one, two sessions, or the whole day. Come and go as you wish and/or are able to.

*Watch for event details and registration information coming soon. We look forward to hosting, and excited to have you join us!*

Schedule at a Glance\*

9:30 am – 10:15 am	Opening, Welcome, Elder Blessing Education Ministry Sponsor Spotlight
10:15 am – 11:00 am	Keynote
11:00 am – 12:15 pm	Breakout Sessions
12:15 pm – 1:00 pm	Lunch Break
1:00 pm – 1:45 pm	Keynote
1:45 pm – 3:00 pm	Breakout Sessions
3:00 pm – 3:15 pm	Sponsor spotlight, prize draws
3:15 pm – 3:30 pm	Closing remarks

\*Subject to change

Registration Fees

ASCA Member School Councils \$95.54 + GST - ASCE Grant eligible
Non-Member School Councils \$250.00 + GST - ASCE Grant eligible
Trustee, Superintendent, Education Stakeholder \$60.00 + GST
<b>ASCA AGM April 27, 2025 (Virtual)</b> \$0 Any parent from a school council \$50 Observers (not on a school council)



www.albertaschoolcouncils.ca parents@albertaschoolcouncils.ca

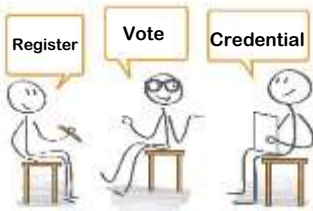


## AGM Pre-Meeting Preparation and Planning



**Decide** how your school council vote will be represented at the AGM – *in one of two ways:*

A. **Designate a parent** representative from your school council to attend the AGM and vote on behalf of your school council.



- Complete and submit a **CREDENTIAL** Voting Form authorizing this individual to represent and vote on behalf of your school council.
- Register the voting parent representative to attend the meeting.

*Note – each school council is entitled to hold ONE vote, designating one parent representative (voting delegate) to carry the vote. Additional school council members are encouraged to attend, to assist with decision-making at the meeting.*

**OR**

B. Designate a parent representative from another ASCA Member School Council already attending the AGM to carry your vote on behalf of your school council.

- Complete and submit a **PROXY** Voting Form authorizing this individual to vote on behalf of your school council.
- Contact the ASCA office if you would like to connect with a school council that is attending and able to carry your school council's vote.



*Note – each school council is entitled to hold ONE vote for their own school council and an additional nine (9) votes by PROXY for other school councils, for a total of ten (10) votes at the meeting.*



**Discuss** all items in the final **AGM package** including:

- the AGENDA outlining the Standing Rules, Financials, Budget, and all Proposed Resolutions (Special, Administrative, and Advocacy).



**Review** the Candidate Profiles of those running for a position on the ASCA Board of Directors. (Posted on the ASCA website in March, April)



**Decide** how your school council will vote (FOR or AGAINST) on each of the proposed resolutions.



**Determine** who your school council will vote for in the election for the position(s) available on the ASCA Board of Directors.



*Note – include discussion about **potential** amendments or changes proposed to resolutions on the floor at the AGM (decision breakers), on speaking to proposed resolution(s) - asking questions or requesting clarification (if required), and **possible** late additions to the Candidate's roster.*

Amendments to recommendations (motions) may be to clarify a concept or an idea, but amendments are **not** allowed - if they change the original intent of the recommendation (motion). Please refer to this handout for more information:

<https://www.albertaschoolcouncils.ca/public/download/files/226258>

[ASCA 2025 Annual General Meeting Preparation Documents Link](#)

[Peace Wapiti Public School Division Election Webpage Link](#)