

Dear School Council Chairs, Trustees, Superintendents, and Principals;  
and: Presidents and Executive Directors of Education Stakeholders

ASCA recently learned that Alberta Education has requested School Divisions provide the contact information and email addresses for School Council Chairs to ensure they are kept informed of important announcements.

The email request, being sent in most cases to division finance officers/directors, is coming from the School Finance Branch of Alberta Education as being required to substantiate the Alberta School Council Engagement (ASCE) Grant, although contact information for School Council Chairs was not required by the Ministry in October when that process was initiated.

ASCA recognizes the importance of the roles and autonomy of school councils, school divisions, and boards of trustees. Therefore, we respectfully ask that you carefully consider the following points before proceeding with this request from Alberta Education:

- 1) While many have, not all School Council Chairs have established generic “school council” email addresses. They use their personal email addresses for school council related business.
- 2) Individual email addresses shared with the government may be difficult to be removed from a distribution list.
- 3) If a school division has gathered a distribution list of email addresses for their School Councils’ Chairs, ASCA believes the school division must seek permission from those individuals to share that contact information with Alberta Education, not simply forward the school division’s list.
- 4) Parents on school councils are volunteers and should be advised they have the right to decline the invitation from Alberta Education to provide their email addresses.
- 5) School divisions themselves have already established communications processes with their school councils (an expectation of the Assurance Framework) and are already communicating ‘important information’ to them on a timely basis.
- 6) ASCA is concerned that an unintended outcome may be that this bypasses established communication channels and in so doing, minimizes the effectiveness of existing parent and school council networks.



- 7) ASCA is also concerned that an unintended outcome may be that school councils will need to provide the tracking, record keeping, and accountability for future ASCE Grants, removing that responsibility from the school divisions.
- 8) ASCA wonders if in the future Alberta Education will seek to collect the contact information of school division teachers and employees, such as Facility Directors or support staff groups, to ensure they also are kept informed of important announcements relevant to their responsibilities?

ASCA believes in partnership, collaboration, and transparency. We will be reaching out to the Ministry to seek to better understand the application of this request for School Council Chair contact information.

School councils are vital partners in their school communities, working in collaboration with principals, teachers, students, trustees, and superintendents. ASCA believes the communication channels established with and through all these important partners, should be respected, supported, and preserved.

Please understand, the intention of this message is **not** to tell school divisions, or School Council Chairs, how to respond to this request, but we do ask school divisions and School Council Chairs to ask questions and give careful consideration to the potential 'unintended consequences' of this request.

Respectfully,



Brandi Rai  
ASCA President



Wendy Keiver  
Executive Director

