



# CEP Committee Highlights

March 14, 2023

## Committee Membership 2022-2023

### Chair:

**Shan Jorgenson-Adam**, Battle River School Division

### Committee Members:

**Kevin Bird**, Northern Gateway Public Schools

**Terri-Lynn Duncan**, Horizon School Division

**Cindy Escott**, Evergreen Catholic Separate School Division

**Constantine Kastrinos**, Grande Yellowhead School Division

**Christine Kennerd**, Edmonton Catholic School Division

**Danica Martin**, Wolf Creek Public Schools

**Sandy McDonald**, Grande Prairie Public School Division

**Doloré Nolette**, Conseil scolaire Centre-Est

**Joanne Pitman**, Calgary Board of Education

**Terri Reid**, Black Gold School Division

**Ken Sampson**, Holy Spirit Roman Catholic Separate School Division

**Ryan Sawula**, Red Deer Catholic Regional Schools

**Bill Shade**, Stoney Education Authority

**Jessie Shirley**, Grande Prairie and District Catholic Schools

### CASS Representatives:

**David Keohane**

**Gloria Antifaiff**

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### ☑ CASS Annual Conference

The Continuing Education Committee (CEP) reviewed and offered suggestions for the presentation at the CASS Annual Conference.

- *Draft Accreditation Requirements Chart* – Members will receive a draft of the Accreditation Requirements Chart, for their review and feedback. Key points the Committee will highlight in the presentation and need feedback on are:
  - clarity of the requirements,
  - gaps in the requirements,
  - core courses – 7 core courses (8-10 hours each),
  - distribution of the credits, and
  - other feedback as identified by members.
- *Frequently Asked Questions* – The committee created a list of frequently asked questions in anticipation of the members' review of the Accreditation Requirements Chart. This document will be available at the Annual Conference.
- *CASS Pro-spective* – Members will be encouraged to submit responses to the following questions during and after the Annual Conference:
  - How does the Accreditation Requirements Chart capture the professional learning that you typically engage in as a system education leader? Is anything missing?
  - Is there an aspect of the Chart that needs clarification?
  - What are frequently asked questions we may receive about the chart?

### ☑ Process for Committee Recommendation

The Committee reviewed the process for approval of their recommendation about the CEP framework. The timeline is as follows:

- April – Committee to review feedback from members and finalize recommendation to alter Schedule B – CASS Continuing Education Program Framework of the CASS Bylaws.
- Governance & Nominating Committee – receive recommendation as per Governance and Nominating Committee Terms of Reference Section 2.11 (CASS Bylaws, p. 29). Make recommendation to CASS Executive Committee.
- Executive Committee – Receive recommendation as per Executive Committee Terms of Reference Section 2.10 (CASS Bylaws, p. 27). Make recommendation to CASS Board of Directors.
- CASS Board of Directors – Receive recommendation for review and consideration for approval.
- Fall CASS Conference Annual Meeting – Amendment of Bylaws - As per CASS Bylaws Section 1-27, recommendation to membership to alter Schedule B.

### ☑ Draft Definition of Terms

A definition of terms is being created to provide an explanation of the various terms associated with the CEP. Committee members reviewed and provided feedback on the first draft.

### ☑ Next Meeting

- The meeting scheduled for March 28 will be rescheduled to the end of April to allow more time for members to submit feedback through *CASS Pro-spective* which will close on April 14, 2023.

The purpose of the Continuing Education Program Committee is to provide recommendations for a continuing education program accreditation framework to the Governance and Nominating Committee to recommend to the CASS Board of Directors.