



# CASS CEP Committee Meeting Highlights January 18, 2024

The purpose of the CASS 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.

## Committee Membership 2023-2024

### Chair:

**Vincent Behm**, Christ the Redeemer Catholic Schools, CASS Board of Directors

### Committee Members:

**Kimberly Frykas**, Grande Prairie Public School Division, Zone 1

**Shauna Boyce**, Parkland School Division, Zone 2/3

**Ryan Sawula**, Red Deer Catholic Regional Schools, Zone 4

**Joanne Pitman**, Calgary Board of Education, Zone 5

**Terri-Lynn Duncan**, Horizon School Division, Zone 6

**Wesley Oginski**, Holden Rural Academy, Charter Schools

**Dolorése Nolette**, Conseil scolaire Centre-Est, Francophone School Authority

**Daphne Mai'Stoina**, Kee Tas Kee Now Tribal Council Education, First Nations School Authority

### CASS Representatives:

**David Keohane**, CASS CEO

**Gloria Antifaiff**, CASS Principal Leadership Consultant

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### ☑ CEP Course Presentations

Course developers from JAM Consulting, Dr. Rita Marler and Shan Jorgenson-Adam, provided a curriculum overview for the CEP course called *Leading Learning*. This course focuses on SLQS Competency #4 – *Leading Learning – A superintendent establishes and sustains a learning culture in the school community that promotes ongoing critical reflection on practice, shared responsibility for student success and continuous improvement*. This course has four course learning outcomes.

Participants that take this course will:

- understand that system and school-based leaders have the capacity to provide instructional leadership through support, professional learning, supervision, and evaluation practices.
- understand the qualities of high-quality teaching and optimal learning.
- know how to use data to inform actions, measure, and report successes.
- know how to model lifelong learning and reflective practice.

Course developer, Dr. Edgar Schmidt, provided a curriculum overview for the CEP course called *Leading to Support Effective Governance*. This course focuses on SLQS Competency #7 – *Supporting Effective Governance – A superintendent of schools as referred to in the Education Act, as chief executive officer of the board and chief education officer of the school authority, provides the board with information, advice and support required for the fulfillment of its governance role, and reports to the Minister on all matters required of the superintendent as identified in the Education Act and other provincial legislation*. This course has four course learning outcomes.

Participants that take this course will:

- concretely state their role in effective governance within the school jurisdiction and identify actions in effective governance within the school jurisdiction.
- take away tactics for developing trustee understanding of governance.
- take away communication skills needed to help them achieve the learning outcomes.
- create their own "roadmap" of working productively with the Board.

Committee members commented positively on the applicability of the strategies, scenarios, and suggested resources. The addition of participants' guides, the purposeful engagement of the participants, and flexibility for both face to face and online delivery was noted. Committee members described how the courses will facilitate a deeper understanding of the roles system education leaders fulfill in their school authorities.

### ☑ CEP Professional Learning Planner Update

Claudine Cortes and Jordan McIver joined the meeting to share updates on the professional learning planner and seek advice from the committee. Feedback from the pilot group of 23 users has provided valuable guidance on how to improve the site for members. Several updates were shared. Clarification on wording and the purpose of the site were discussed. Potential name changes were identified such as the CEP Accreditation Portal.

### ☑ CEP Professional Learning Plan

Committee members reviewed a conceptual outline for the CEP Professional Learning Plan. Areas of focus for the plan will include Accreditation, Engagement & Collaboration, and Operational Effectiveness. Members agreed that the outline of the plan made sense and encouraged further development of the plan which will eventually be recommended to the Governance and Nominating committee.

### ☑ Accreditation Administrative Procedures

Committee members discussed the content for the development of CEP administrative procedures. This included clarifying the process of accreditation, calculation of credits, parameters about verifiable and unverifiable professional learning, quality assurance within public interest, and a peer auditing process. As well the committee identified the creation of administrative procedures to explain the adjudication process for accreditation (dispute resolution), and sanctions for non-compliance. The committee articulated the importance of setting up members for success as they embark on the accreditation process.

☑ **Next Meeting** - Monday, March 4