

EDMONTON PUBLIC SCHOOLS

June 15, 2010

TO: Board of Trustees

FROM: Trustee K. Shipka, Chair Planning and Policy Committee  
Trustee S. Huff, Planning and Policy Committee  
Trustee C. Ripley, Planning and Policy Committee

SUBJECT: Policy Review: Board Policy HGE.BP - Continuing Education and Board Regulation HGE.BR – Continuing Education

ORIGINATOR: B. Coggles, Assistant Superintendent

RESOURCE  
STAFF: Jim Davies, Michael Ediger, Dennis Huculak, Lorne Parker, Anne Sherwood, Kevin Stevenson

RECOMMENDATION

1. That revised Board Policy HGE.BP - Continuing Education (APPENDIX I) and the rescission of current Board Regulation HGE.BR – Continuing Education (APPENDIX II) be considered for the second time.
2. That revised Board Policy HGE.BP - Continuing Education (APPENDIX I) and the rescission of current Board Regulation HGE.BR – Continuing Education (APPENDIX II) be considered for the third time and approved.

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At the May 25, 2010 board meeting the Board approved first consideration of the revised policy and referred the report back to the Planning and Policy Committee prior to second consideration to clarify confusion created by the statement: *Continuing education programming should complement but not duplicate school-based programs for school-aged learners and provide learners of all ages an opportunity to continue their education and pursue their interests.* The Planning and Policy Committee reviewed the statement and is recommending that it be deleted in its entirety from the policy. Implementation of the policy will be governed by revised Administrative Regulations.

Current Board Policy HGE.BP - Continuing Education is shown in strike-out in APPENDIX I. In keeping with the District mandate for site-based fiscal responsibility, the revised policy (APPENDIX I) references the need for all Continuing Education services to be provided on a cost-recovery basis.

This policy stands the test of time and continues to reflect the Board's unique role as a publicly-funded institution and a corporate citizen servicing the continuing education needs of the community.

This work has served to keep the greater community engaged in the education process and bring them in to our buildings as part of this experience.

In keeping with the Board's desire to eliminate Board regulations, it is recommended that Board Regulation HGE.BR - Continuing Education (APPENDIX II) be rescinded. The Administration will implement an Administrative Regulation, HGE.AR - Metro Continuing Education, to address the operational requirements resulting from the Board Policy and the statements currently covered in the Board Regulation. A copy of proposed Administrative Regulation HGE.AR is attached (APPENDIX III).

With concurrence and input from the Planning and Policy Committee, the draft revised policy (APPENDIX I) was posted for on-line web survey feedback from March 16, 2010 to April 13, 2010. There were 29 responses: 7 parents, 4 community members, 7 principal/decision unit administrators and 11 staff members. Of the 29 respondents, 89.7% responded that the policy is clear, 82.8% responded that there is no need for additional elements to be considered in this policy and 82.1% have no concerns about elements of this policy. Eight respondents made comments or suggestions for clarity. The comments were broad in nature with several comments related to the definition of cost recovery.

KS:dp

- APPENDIX I - Revised Board Policy HGE.BP - Continuing Education
- APPENDIX II - Current Board Regulation HGE.BR –Continuing Education
- APPENDIX III - Proposed Administrative Regulation HGE.AR – Metro Continuing Education

# Edmonton Public Schools Board Policies and Regulations

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CODE: HGE.BP  
TOPIC: Continuing Education

EFFECTIVE DATE: 11-10-1988  
ISSUE DATE: 19-09-1989  
REVIEW DATE: 10-1993

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The Edmonton Public School Board believes in the importance of life long learning and in the provision of opportunities for community members of all ages to continue their education and to pursue their interests.

**The Board believes in the importance of life-long learning and, as both a publicly-funded institution and a corporate citizen of the larger community, it is committed to providing opportunities for community members of all ages to continue their education and to pursue their interests. ~~Continuing education programming should complement but not duplicate school-based programs for school-aged learners and provide learners of all ages an opportunity to continue their education and pursue their interests.~~ To this end, the Board shall provide continuing education programming on a cost-recovery basis.**

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Reference(s):

*School Act* Sections 8 and 55

**HGE.AR – Metro Continuing Education (Proposed)**

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# Edmonton Public Schools

## Board Policies and Regulations

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CODE: HGE.BR	EFFECTIVE DATE: 11-10-1988
TOPIC: Continuing Education	ISSUE DATE: 19-09-1989
	REVIEW DATE: 10-1993

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### A. PROGRAMMING

1. Continuing education for learners who are not of school age may include programming in any area for which there is a need or a demand.
2. Continuing education for learners of school age should complement but not duplicate programming for which the schools are responsible.

### B. DELIVERY OF SERVICE

1. Continuing Education Services shall be responsible for the organization and provision of continuing education programming in the district.
2. Continuing Education Services may employ a variety of organizational approaches in programming.
3. Continuing Education Services shall be responsible for responding to the programming needs of local school communities.

### C. FACILITIES

1. The district shall provide a location for the long-term accommodation of the administrative operation of Continuing Education Services.
2. Schools shall be responsible for facilitating the accommodation of continuing education programming.
3. Planning for the accommodation of continuing education programming shall be included in the district plan for the distribution of programs.
4. Schools providing facilities and equipment to Continuing Education Services shall be allocated funds to defray costs.
5. Continuing Education Services, as part of the district, takes priority over external users with respect to school use. (See Administrative Regulation [JG.AR - Community Use of District Buildings](#)).

## D. COST TO DISTRICT

The district's level of support to the provision of continuing education programming shall be determined on an annual basis as part of the budget process.

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Reference(s):

[HGE.BP](#) - Continuing Education

[JG.AR](#) - Community Use of District Buildings

[School Act](#) Sections 8 and 55

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# Edmonton Public Schools Board Policies and Regulations

CODE: HGE.AR  
 TOPIC: Metro Continuing Education

EFFECTIVE DATE:  
 ISSUE DATE:  
 REVIEW DATE:

## A. DELIVERY OF SERVICE

1. Metro Continuing Education shall be responsible for the organization and provision of continuing education programming in the district.
2. Metro Continuing Education may employ a variety of organizational approaches in programming.
3. Metro Continuing Education shall be responsible for responding to, organizing and providing for all the academic programming needs of district schools beyond the normal hours of the school day and on weekends.

## B. FACILITIES

1. The District shall provide a location for the long-term accommodation of the administrative operation of Metro Continuing Education.
2. Schools shall be responsible for facilitating the accommodation of continuing education programming during evening and weekend hours.
3. Schools providing facilities and equipment to Metro Continuing Education shall be reimbursed funds at district rates to defray costs.
4. Metro Continuing Education, as part of the district, takes priority over external users with respect to school use. In the spring of each year, Metro Continuing Education will establish, in cooperation with planning and school administrations, suitable school sites for program delivery prior to submission of district space availability for joint use.

Reference(s):