

EDMONTON PUBLIC SCHOOLS

January 13, 2009

TO: Board of Trustees

FROM: Trustee D. Fleming, Planning and Policy Committee  
Trustee G. Gibeault, Chair Planning and Policy Committee  
Trustee K. Shipka, Planning and Policy Committee

SUBJECT: Board Policy Review - GM.BP Acknowledgement of Deaths and Bereavements

ORIGINATOR: B. Tams, Assistant Superintendent

RESOURCE  
STAFF: David Fraser, Mark Liguori, Ellen Ogilvy

RECOMMENDATION

1. That the reaffirmation of Board Policy GM.BP Acknowledgement of Deaths and Bereavements (Appendix I) be introduced.
2. That the reaffirmation of Board Policy GM.BP Acknowledgement of Deaths and Bereavements be considered for the first time.
3. That the reaffirmation of Board Policy GM.BP Acknowledgement of Deaths and Bereavements be considered for the second time.

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Background

The existing policy has been in place since May 2001. The policy was reviewed by staff in Personnel Staff Relations and Support Services in 2007. At that time, the Administration contacted school boards in Calgary, Elk Island and St. Albert. It was determined that most boards do not have a formal policy, protocol or practice in place. Those jurisdictions that do have a formal policy or protocol have practices which are similar to our administrative regulation. Several jurisdictions indicated that the Board Chair and/or Superintendent would have the discretion to determine the representative(s) who would attend the funeral on behalf of their district.

Rationale

The policy and practice offer recognition to all current and former staff members and trustees. Our practice is similar to other jurisdictions in Alberta. There is a need to be mindful of the wishes of the families of the deceased and to consider issues covered by the *Freedom of Information and Protection of Privacy Act*.

Twenty-five people responded to the web survey; 24 of these were staff members. Twenty-three individuals indicated that no additions or deletions needed to be made to the policy.

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APPENDIX I – Board Policy GM.BP Acknowledgement of Deaths and Bereavements  
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# Edmonton Public Schools Board Policies and Regulations

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CODE: GM.BP

TOPIC: Acknowledgement of Deaths and  
Bereavements

EFFECTIVE DATE: 22-05-2001

ISSUE DATE: 23-05-2001

REVIEW DATE: 05-2006

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The superintendent of schools, on behalf of the board, shall acknowledge the death or bereavement of a current staff member or trustee.

The superintendent of schools, on behalf of the board, shall acknowledge the death of a former staff member or trustee.

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Reference(s):

[GM.AR](#) - Deaths and Bereavements

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