

DATE: May 22, 2012
TO: Board of Trustees
FROM: Edgar Schmidt, Superintendent of Schools
SUBJECT: Bereavement
ORIGINATOR: David Fraser, Executive Director, Corporate Services
RESOURCE STAFF: Cheryl Singer
REFERENCE: [GM.BP – Acknowledgement of Deaths and Bereavements](#)
[GM.AR – Deaths and Bereavements](#)

ISSUE

To report the death of a current staff member.

BACKGROUND

Ms. Ann Reyes passed away April 24, 2012, at the age of 54 years. Ms. Reyes began her support staff career with Edmonton Public Schools in 1997. She served as an administrative assistant at Idylwyld, Rutherford, Capilano, Glengarry and York Schools. She was on leave at the time of her death. Ms. Reyes is survived by her children Rhyse Kathleen Ilesic and Rhyle Reyes.

CURRENT SITUATION

A memorial donation for Ms. Reyes has been sent to the Canadian Red Cross on behalf of the Administration and Board of Trustees.

KEY POINTS

N/A

ATTACHMENTS & APPENDICES

ATTACHMENT I GM.BP – Acknowledgement of Deaths and Bereavements
ATTACHMENT II GM.AR – Deaths and Bereavements

DF:cls

Edmonton Public Schools Board Policies and Regulations

CODE: GM.BP	EFFECTIVE DATE: 27-01-2009
TOPIC: Acknowledgement of Deaths and Bereavements	ISSUE DATE: 29-01-2009
	REVIEW DATE: 01-2016

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.

Reference(s):

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

Edmonton Public Schools Board Policies and Regulations

CODE: GM.AR

TOPIC: Deaths and Bereavements

EFFECTIVE DATE: 19-03-2009

ISSUE DATE: 26-03-2009

REVIEW DATE: 03-2014

1. Upon notice of the death of a staff member, Trustee, or former Trustee:
 - a. A donation shall be made to the charity named in the newspaper obituary or, if a charity is not named, flowers or another appropriate acknowledgement shall be sent to the bereaved family.
 - b. An information Board report, a submission to the Staff Bulletin Board and Transmittal Memorandum shall be issued.
2. Upon notice of the death of a former staff member, a submission to the Staff Bulletin Board and Transmittal Memorandum shall be issued.
- 3.

Reference(s):

[GM.BP](#)- Acknowledgement of Deaths and Bereavements
