



DATE: October 25, 2011
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

Mrs. Wendy Konoza passed away September 30, 2011, at the age of 35 years. Mrs. Konoza began her permanent teaching career with Edmonton Public Schools in 2002 at Abbott/R.J. Scott Campus where she also served as acting assistant principal for a one year term. She was a teacher at Winterburn School at the time of her death. Mrs. Konoza is survived by her husband Jason and two children, Zachary and Addison.

CURRENT SITUATION

A memorial donation for Mrs. Konoza has been sent to the University of Alberta for the Wendy Konoza Memorial Award in Education on behalf of the Administration and the 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

TOPIC: Acknowledgement of Deaths and
Bereavements

EFFECTIVE DATE: 27-01-2009

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.
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Reference(s):

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