

**Community Engagement Plan**  
**Haultain Memorial School, Queensland Downs**  
**School and Deer Run School**

**Level of Public Participation (see IAP2 Spectrum): Consult**

- Issue: There are currently three elementary schools located in the residential districts of Queensland and Deer Run, and there is excess capacity at Queensland Downs and Deer Run schools. With the opening of the kindergarten to grade 4 school in McKenzie Towne in 2009 -2010, there will also be excess capacity at Haultain Memorial School.

**Calgary Board of Education Alignment:**

- The Mega End Statement focuses on ensuring that all students complete high school. In developing our student accommodation plans we are committed to our students and stakeholders by providing continuity for their learning through sustainable programs so that they may achieve this End.
- The Three Year Education Plan outcome 3.1; “The education system meets the needs of all K-12 students, our society and the economy.” guides our work during and engagement process.
- Decisions regarding student accommodation require the respectful engagement of stakeholders with due attention paid to the values and criteria stated in Executive Limitation (EL) 14 Student Accommodation.
- As per EL-14, we use clear and timely processes to communicate and engage internal and external stakeholders in order to seek input and participation for each student accommodation plan, through the engagement process.

**Parameters**

- Sustainable kindergarten to grade 6 regular programming for the residential districts of:
  - Deer Ridge
  - Deer Run
  - Diamond Cove
  - Queensland
- Effective use of space & resources
- Currently there are 3 schools serving the above residential districts and it is anticipated that only 2 will be required in the future.

**Goal of Public Participation Process:**

- To obtain feedback on the proposed administrative recommendation.

**Promise to the Public:**

- We will keep you informed, listen to and acknowledge concerns, and be open to feedback regarding the proposed administrative recommendation.

**Decision Making**

- Any decisions regarding attendance area changes will be made by the Area V Director in conjunction with the Director of Community Engagement and Operational Planning.
- Any decisions regarding consideration of closure will be made by the Board of Trustees upon a recommendation from administration.

<b>Community Engagement Process:</b>	<b>Dates:</b>
<p>1. Start-up Meeting</p> <ul style="list-style-type: none"> <li>• Meet with principals and Area 5 Director to present information regarding the issues and the accommodation proposal</li> <li>• To present the community engagement plan to principals</li> <li>• Principals to present community engagement plan to school councils</li> </ul> <p>Members to include: Principals, Area 5 Director and members of Community Engagement and Operational Planning</p>	<p>April 24/09</p> <p>Sept. 2/09 with new Principals</p>
<p>2. Focus Group Meeting</p> <ul style="list-style-type: none"> <li>• Meet with principals and parent representatives <ul style="list-style-type: none"> <li>○ To seek common ground and identify shared values</li> <li>○ To develop an understanding of the issues</li> <li>○ To present the <i>community engagement plan</i> and the <i>student accommodation proposal</i></li> <li>○ To provide information to focus group participants to take back to their communities/schools</li> </ul> </li> </ul> <p>Members to include: Two parent representatives from each school, community representatives if appropriate, principals, Area 5 Director, members of CEOP</p>	<p>Sept. 14/09 7-8:30 pm @ Queensland Downs School</p>
<p>3. School Council Meetings</p> <ul style="list-style-type: none"> <li>• Principals and parent representatives to present information, student accommodation proposal and community engagement plan shared at the Focus Group meeting</li> <li>• Gather feedback from parents</li> </ul>	<p>Queensland Mon. Sept 21/09 Deer Run Tues. Sept 29/09 Haultain Wed. Oct 7/09</p>
<p>4. Focus Group Meeting</p> <ul style="list-style-type: none"> <li>• Focused Conversation Café with broader school and/or community representation (10 representatives from each of the schools) <ul style="list-style-type: none"> <li>○ To involve a larger stakeholder group</li> <li>○ To gain a deeper understanding of the opportunities and challenges associated with the proposed administrative recommendation identified at the Sept.14/09 Focus Group meeting.</li> </ul> </li> </ul>	<p>Oct. 5/09 7 – 8:30 p.m. @ Haultain School</p>
<p>5. Open House/Other Techniques</p> <ul style="list-style-type: none"> <li>• To provide an opportunity for the broader community to understand the issue, the engagement process and to provide feedback on the student accommodation proposal.</li> </ul>	<p>Oct. 26/09 @ Wilma Hansen School, Library</p>
<p>6. Focus Group</p> <ul style="list-style-type: none"> <li>• Review feedback from Open House</li> <li>• Next steps</li> </ul>	<p>Nov. 2/09 7 – 8:30 p.m. @ Deer Run</p>
<p>7. Communicate recommendations and/or decisions</p>	
<b>Community Engagement Process – Internal Stakeholders:</b>	
<p>CEOP support for Area Director and Principals may include:</p> <ul style="list-style-type: none"> <li>• Providing assistance or support in engaging all school staff</li> <li>• Providing assistance or support in gathering staff feedback</li> </ul>	<p>Sept. 14/09 for all Staffs @ 3:15 p.m. at individual schools</p>

