

## EDMONTON REGIONAL LEARNING CONSORTIUM

### BYLAWS

#### 1. Purpose/Mandate

To coordinate the provision of in-service, training and professional development as determined by the needs of the region.

To achieve the purposes of consortium as outlined in the Minister's Guidelines for Establishing Regional Consortium, 1995.

The Alberta Regional Professional Development Consortia (ARPDC) are dedicated to promoting student learning and achievement; school improvement; and parental engagement in the educational process, through the provision of effective professional development services, at the local, regional and provincial levels - (ARPDC Assessment 2005).

#### 1.1 Statement of Mission, Vision and Goals

ERLC Mission: *Partners in Adult Learning for Students' Sake.*

ERLC Vision: As an advocate for quality professional development and as a regional service provider, Edmonton Regional Learning Consortium works with its partners to develop, implement and assess professional development programs and comprehensive plans that support adult learning for students' sake.

ERLC Goals:

Goal 1	<b>facilitate</b> professional development which supports the effective implementation of components of: <ul style="list-style-type: none"> <li>• Alberta Education Business Plan</li> <li>• Jurisdiction and school education plans; and</li> <li>• Edmonton regional School Council priorities</li> </ul>
Goal 2	<b>facilitate</b> professional development which supports the effective implementation of curricula, including instruction, assessment, and student learning outcomes.
Goal 3	<b>coordinate, broker, and act</b> as a referral centre to assist partners to identify available professional development resources.
Goal 4	<b>deliver</b> professional development based on the identified and emerging needs of educational partners.
Goal 5	<b>promote and support</b> the development of professional development leadership capacity.
Goal 6	<b>provide</b> educational partners with access to professional development at a reasonable cost.

## **2. Organization**

The ERLC is a partnership of education organizations established under agreement with Alberta Education through an agent board. The agent board for ERLC is Elk Island Catholic Separate Regional Division No. 41. Partner organizations are: Alberta Teachers' Association (ATA), College of Alberta School Superintendents (CASS), Alberta School Boards Association (ASBA), Association of School Business Officials of Alberta (ASBOA), Alberta School Councils' Association (ASCA), University of Alberta, and Alberta Education.

### **2.1 Governance**

A Board of Directors', to a maximum of six members, shall govern the Edmonton Regional Learning Consortium, as follows:

- one ASCA representative appointed by ASCA (voting member)
- one CASS representative from Zone 3 member boards appointed by CASS members (voting member)
- one ASBA representative from region member boards appointed by area trustees (voting member)
- one ASBOA representative from Zone 3 region member boards appointed by area members (voting member)
- one Faculty of Education representative appointed by the Dean of the Faculty of Education (voting member)
- one ex officio non-voting member from Alberta Education appointed by Alberta Education (non-voting member)
- other representatives who, in an advisory role, can contribute to the work of the ERLC through a position on the Board (optional) (non-voting member)

### **2.2 Responsibilities**

The Board of Directors' will be responsible for:

- representing the region
- establishing general policy and direction (work plan) based on consortia goals
- approving the budget and audited financial statements
- approving the Annual Report
- securing the Executive Director contract
- conducting the Executive Director evaluation, every two years, or as determined by the Board
- establishing committees as necessary
- appointing selecting and assessing the responsibilities of the Executive Director
- reviewing needs assessment data

- selecting an agent board through which the consortium will direct its corporate obligations

## **2.3 Terms of Office of Board Members**

**2.3.1** Board Members will be appointed by their respective organizations for a term determined by the organization and will begin their terms of office at the commencement of the school year.

**2.3.2** Each partnership organization may also wish to name an alternate.

**2.3.3** In the event a Board Member resigns or leaves, the appointing organization will appoint another member to complete the term of the Board Member.

## **2.4 Board of Directors' Expenses**

The Board of Directors' will establish a budget line to cover the travel, subsistence and release time expenses of members from within the region. Expenses will be paid for Board of Directors' (i.e. travel, subsistence and release time or honorarium) if Board Member expenses are not covered for ERLC meeting attendance.

The participating jurisdictions may make an in-kind contribution by covering the release time expenses of a board member.

## **2.5 Board Meetings**

**2.5.1** The Chair will be elected annually at a Board meeting convened between September 1 and before October 15.

**2.5.2** The Vice Chair will be elected annually at a Board meeting convened between September 1 and before October 15.

**2.5.3** There will be a minimum of three meetings of the Board of Directors' each school year. The meeting dates for the upcoming year will be established at the last meeting of the year.

**2.5.4** A quorum for all meetings will be three voting Board Members.

**2.5.5** Special meetings may be called, when required, by the Chair or any three Members by giving notice to all Members. Notice and purpose of special meetings shall be provided to all Board Members five days in advance of the special meeting date.

**2.5.6** Meeting agenda will be set by the Executive Director in consultation with the Chair. The ERLC Bylaws will be posted on the ERLC website.

**2.5.7** Minutes shall be kept of all meetings of the Board of Directors'. Minutes of each Board of Directors' meeting will be posted on the ERLC website

**2.5.8** Motions shall be passed by a majority of those voting Members present at a duly constituted meeting of the Board of Directors’.

**3. Consultations**

Consultations with the ERLC shall be documented in the ERLC Annual Report.

**4. Participation in Edmonton Regional Learning Consortium**

All types of school authorities including public, separate, First Nations, Francophone, private and charter schools may participate in and access services through the Edmonton Regional Learning Consortium.

**5. Amendments to Bylaws**

Bylaws may be amended by motion of the Board of Directors’ at any regularly scheduled meeting. Bylaws will be reviewed yearly at the last Board Meeting.

## Addendum to By-Laws

All school authorities including, but not limited to:

Aspen View Regional Division No. 19  
Black Gold Regional Division No. 18  
Edmonton Catholic Separate School District No. 7  
Edmonton School District No. 7  
Elk Island Catholic Separate Regional Division No. 40  
Elk Island Public Schools  
Evergreen Catholic Separate Regional Division No. 2  
Fort McMurray School District No. 2833  
Fort McMurray Roman Catholic Separate School District No. 32  
Grande Yellowhead Public School Division  
Greater St. Albert Catholic Regional Division No. 29  
Living Waters Catholic Regional Division No. 42  
Northern Gateway Regional Division No. 10  
Parkland School Division No. 70  
Pembina Hills Regional Division No. 76  
St. Albert Public Schools  
St. Thomas Aquinas Roman Catholic Separate Regional No. 38  
Sturgeon School Division No. 24

Alta Centre for Chinese Studies  
Alberta International College (AIC)  
AIC AB International School  
Aurora Charter School  
Aurora Learning Foundation  
Bosco Homes: Society for Children & Adolescents  
Boyle Street Education Centre  
Canadian Reformed School Society of Edmonton  
Canadian Reformed School Society of Neerlandia  
Chinese Learning Centre  
Concordia University College of Alberta  
Dante Alighieri Italian School  
Devon Christian School Society  
Edmonton Academy Society for Learning Disabled  
Edmonton Islamic School Society  
Edmonton Khalsa School Educational Society  
Edmonton Korean Language School  
Edmonton Lutheran School Society  
Edmonton Vietnamese Language School Centre  
Elves Special Needs Society  
Erudite Russian School  
Filipino Language and Cultural School  
Fort McMurray Christian School  
Gabriela Mistral Latin American School  
German Language School Society of Edmonton  
Gil Vicente School  
Headway School Society of Alberta

Hellenic-Canadian Community of Edmonton and Region  
Hispanic Saturday School  
Independent Baptist Christian Education Society  
Inner City Youth Development Association  
Ivan Franko Ukrainian School  
Lakeland Christian School Society  
Living Waters Christian Academy  
Meadowlark Christian School  
Morinville Christ Fellowship  
Mother Earth Charter School  
New Horizons School  
Norquest College  
Norwood Chinese Education Association  
Progressive Academy Education Society  
St. Emeric Hungarian School  
St. Matthew Evangelical Lutheran Church of Stony Plain  
Suzuki Charter School  
Tempo School  
The Chinese Cultural Promotion Society  
Trinity Christian School Association  
Universal Educational Institute  
Victory Christian School Society  
Yellowhead Koinonia Christian School Society

Alexander First Nation Education Authority  
Alexis Elementary Junior Senior High School  
Ermineskin Epewapahk Alternate School  
Ermineskin Elementary Junior High School  
Ermineskin Kindergarten Community School  
Ermineskin Primary School  
Kisipatinow Community School  
Kisipatnahk Community School  
Kitaskinaw Education Authority  
Kipohtakaw Education Centre  
Meskanank Ka-Nipa-Wit School  
Mimiw Sakahikan Primary School  
Miyo Wahkotowin Community Education Authority  
Nakota-Cree Education Authority  
Nipisihkopahk Middle and Secondary School  
Paul Band First Nation School  
Samson Band Cree Primary School  
Yellowhead Tribal Council