

E. Glossary of Terms

Advanced Placement (AP)	Offered by the College Board, a nonprofit organization that works to increase access to higher education, AP courses are introductory-level college or university classes available to high school students.
Alberta Initiative for School Improvement (AISI)	Initiated in 1999 and discontinued in 2013, AISI was a joint program between Alberta Education and education partners to improve student learning by encouraging teachers, administrators, trustees, parents and the community to undertake innovative and creative initiatives.
Alternative Education Program	An education program operated by a public or separate school authority that emphasizes a particular language, culture, religion or subject matter, or uses a particular teaching philosophy.
Area Capacity and Utilization Guidelines	Guidelines that Alberta Education uses to track how the space available in a school building is actually being used for instructional purposes.
Assistant Principal	A certificated teacher designated to assist a school principal. In some school authorities, assistant principals are called vice-principals.
Associate Member	A person who has an interest in education but who is not eligible for active membership in the Association. Associate membership is available, upon request and the payment of a fee, to, among others, superintendents, teachers employed by the Government of Alberta, members of the faculties of education of universities and public colleges, teachers in private schools, unemployed teachers, retired teachers and teachers in charter schools.
Base Instruction Funding	Funding that the Government of Alberta provides on a per-student basis for every full-time equivalent student.
Charter Schools	Autonomous schools that provide basic education to meet the unique needs of a particular group of students. While funded by the provincial government, they operate outside the authority of elected school boards.
Class Size Initiative	An initiative that the Government of Alberta undertook in 2003 in response to Alberta's Commission on Learning. The Commission recommended that the maximum average class size be restricted to 17 students in Grades 1–3, 23 in Grades 4–6, 25 in Grades 7–9, and 27 in Grades 10–12.
Classroom Walk-Through	A scenario in which principals or system leaders walk through classrooms and observe teachers as they instruct their students.
Collegial Collaborative Model	An approach to professional supervision in which the teacher being supervised has input into the methods and processes to be used and has access to observations and documents generated during supervision.
Community School	A school that integrates academics, health services and social services.
Complementary Courses	Optional courses that students may take in addition to core or academic courses.
Convention Associations	Subgroups of the provincial Association that plan, conduct, fund, evaluate and govern the nine teachers' conventions held across the province each year.
Cooperating Teachers	Classroom teachers who agree to supervise student teachers undertaking the field experiences portion of their teacher preparation program.

Credit Enrollment Unit (CEU) Funding	A term that the Government of Alberta uses to calculate base instructional funding at the high school level. CEUs are assigned when the course, the student and the student's achievement in a course meet certain criteria. Funding is as follows: one-credit courses equal 1 CEU, three-credit courses equal 2.5 CEUs and five-credit courses equal 5 CEUs.
CTS Bridge to Teacher Certification Program	A program whereby the Government of Alberta funds school authorities to sponsor certified journeypersons and others while they complete a teacher preparation program at an Alberta postsecondary institution.
Curriculum	The totality of what students are expected to know, understand and be able to do in each subject and grade in Alberta's K–12 schools. The curriculum may include the philosophy foundations of the educational approach being advocated.
Cyber-Charter School	A charter school in which instruction is delivered to students online wherever they live in the province. Such schools tend to involve little to no face-to-face instruction and rely heavily on online tutors rather than certificated teachers.
Designation	An employment arrangement whereby a school authority designates a teacher to serve in an administrative, supervisory or consultative capacity.
Differentiated Instruction	An approach to teaching in which teachers support the learning of all students by strategically assessing students and delivering targeted, flexible instruction.
Differentiated Staffing	An attempt to improve instruction by using professional and paraprofessional staff to perform all the tasks traditionally assigned to the classroom teacher.
Digital Learning	Any type of learning that is facilitated by technology or by instructional practice that makes effective use of technology.
Diploma Examinations	Examinations administered by the Government of Alberta to assess the individual achievement of Grade 12 students in Biology 30, Chemistry 30, English Language Arts 30–1, English Language Arts 30–2, Français 30–1, French Language Arts 30–1, Mathematics 30–1, Mathematics 30–2, Physics 30, Science 30, Social Studies 30–1 and Social Studies 30–2.
Distance Learning	The education of students who may not always be physically present at a school. Instead, students communicate remotely with their teachers using the internet and complete course work using print and/or electronic materials.
Early Childhood Education	Educational programs tailored to meet the learning needs of children from as young as ages two and a half to six.
Early Intervention	Programs for children (especially those from birth to age four but applicable also to older children) who have exceptional learning needs or who are at risk of not succeeding in school because of socioeconomic or familial factors.
Educational Assistant	An individual who, under the direction of a certified teacher, works with students in the classroom.
Education–Business Partnership	Mutually beneficial, long-term relationships between schools and businesses intended to provide value to both the school and the business.
ESG Investing	An approach to investing that takes into account environmental, social and governance (ESG) factors in measuring the sustainability and ethical impact of the investment.
Faculty Advisors	Staff in a teacher preparation institution who help plan and deliver the field experiences component of the institution's teacher preparation program.
Field Experience	The practical component of a teacher preparation program during which a prospective teacher is assigned to a school and teaches under the supervision of a classroom teacher.

Field Test	A pilot conducted with teachers in classrooms used to validate a product or instrument, such as curriculum or assessments.
Field Experience Associates	Classroom teachers who have been seconded to a teacher preparation institution by their school authority for up to two years to help develop and deliver the field experiences component of the institution's teacher preparation program.
Final-Offer Selection	An innovative arbitration approach in which the parties are each asked to file their best and final offer along with the reasons supporting it. The arbitrator then selects between the two offers. The arbitrator cannot split the difference between the two or fashion a settlement of their own creation.
Full-Time Equivalent (FTE)	The hours worked by a part-time employee expressed as a portion of the hours worked by a full-time employee, thereby making workloads comparable across various contexts.
Gender Expression	Varied ways a person expresses their gender. This can include a combination of dress, demeanour, social behaviour and other factors. Gender expression is protected by the Alberta Human Rights Act.
Gender Identity	A person's internal, individual experience of gender, which may or may not align with the sex assigned to them at birth. A person may identify as being a woman, a man, transgender, two-spirit, nonbinary, gender nonconforming, intersex or other. Gender identity is different from sexual orientation, both of which the Alberta Human Rights Act protects.
Global Education	The interdisciplinary study of globalization as it relates to such topics as the global economy, market relations, the movement of people and resources, global communications, politics and the impact of human activity on the environment. Global education is wider in focus than international studies.
Goals and Standards Applicable to the Provision of Basic Education in Alberta	A ministerial order issued in February 1998 setting out, in broad terms, the goals of public education in Alberta and the learning outcomes that students are expected to achieve.
Grade Level of Achievement Reporting	Grade Level of Achievement Reporting was a 2007 Government of Alberta initiative that required teachers in Grades 1 to 9 to use a whole-number grade in reporting to parents on their children's performance in language arts and mathematics. Teachers were also required to submit the assigned grades electronically to the government.
Graduate Studies	Education that a teacher receives after achieving certification and that may culminate in a master's degree or a doctoral degree in education.
Grid Placement	Teachers' salaries are based on two factors: (1) years of teaching experience and (2) years of teacher education. A salary grid is created by plotting years of teacher education on the x axis and years of teaching experience on the y axis.
Harassment	Any action, conduct or comment, including of a sexual nature, that can reasonably be expected to cause offence, humiliation, or other physical or psychological injury or illness to an employee, including any prescribed action, conduct or comment.
Inclusive Classroom	A classroom that welcomes all students, regardless of their learning ability, cultural background, ethnic background, socioeconomic status, gender, sexual orientation or sexual expression.
Inclusive Education Planning Tool	A series of templates developed by Alberta Education to help teachers plan programs and instructional strategies for students with exceptionalities.

Incompetent Teaching	The failure of a teacher to meet the requirements set out in the Teaching Quality Standard.
Indigenous	A term meaning the original people of the land and their descendants. The Association uses the term to refer to the First Nations, Métis and Inuit Peoples of Alberta.
Individual Program Plan	A written strategy that identifies the requirements of a student with special learning needs and details the instructional approaches and external resources required to address those leaning needs.
Induction	A systemwide, coherent, comprehensive support program for beginning teachers that continues for two or three years and ultimately becomes part of teachers' ongoing practice of professional development.
Induction Ceremony	A ceremony sponsored by a local, often in partnership with a school authority, to formally welcome new teachers in the area into the teaching profession.
Inservice	One or more sessions that provide practising teachers with an opportunity to update their knowledge with respect to such matters as a new curriculum, novel pedagogical practices or innovations in technology. Unlike professional development, which focuses on needs that teachers themselves have identified, inservice is usually designed to help teachers adapt to changes that have been imposed externally.
Instructional Time	Time that teachers spend working directly with students to help them master the Alberta program of studies. It includes time spent instructing and examining students and supervising activities involving direct interaction between students and teachers.
Interim Professional Certificate	The first level of certification that prospective teachers require to teach in Alberta's K–12 schools. Interim certificates are valid for three years and may be re-issued if the registrar receives a recommendation from a school authority in which the teacher has taught.
International Baccalaureate (IB)	Offered by the International School of Geneva in Switzerland, IB diploma courses are introductory level university courses available to high school students. To earn postsecondary credit, students must pass an IP exam.
International Studies	The contemporary and historical understanding of global societies, cultures, languages and systems of government and of the complex relationships between them that shape today's world.
Intervisitation	A professional learning opportunity during which one or more teachers observe another teacher engaging in classroom instruction. Such visits, which are nonevaluative, are designed to help the observing teachers improve their instructional knowledge and skills.
Junior Kindergarten	A half-day educational program designed for children aged four to five.
Kindergarten	Sometimes called senior kindergarten, a full-day education program designed for children in the year before they enter Grade 1.
Leadership Quality Standard	A ministerial order approved by the Government of Alberta in 2019 that describes the competencies expected of school leaders and school jurisdiction leaders.
Learning Commons	A flexible, learner-centered, physical or virtual space that students can use to collaborate, study or play.
Learning Model	A description of the mental and physical mechanisms involved in acquiring new skills and knowledge together with recommended strategies for engaging those mechanisms to facilitate learning.

Letter of Authority	A duration-specific letter of permission to teach in Alberta, granted by Alberta Education.
Locked-In	Once pension benefits are vested, they are said to be “locked-in,” meaning that the contributor cannot take money out of the pension plan as a cash payment.
Multigrade Classroom	A classroom in which students from two or more grades are taught by one teacher.
Noncertificated Personnel	Educational assistants, parent volunteers and other nonteachers who work with students in schools.
Online Learning	A method of delivering educational services that is delivered and administered using the internet. Online education can be divided into several categories depending on the amount of online learning that is incorporated into the course, ranging from traditional face-to-face learning to blended learning to exclusive online courses.
Outreach Schools	Special schools developed to support students who cannot, or do not wish to, attend so-called traditional schools.
Paradata	A subset of metadata that consists of information about the process by which survey data were collected. Paradata might include the time of day a survey was conducted, how long the interviews took, how many times each interviewee was contacted, the willingness of an interviewee to answer questions and the mode by which information was collected (phone, internet, email, in person).
Political Engagement Programs	Sponsored by the Association, political engagement programs are initiatives intended to help locals develop meaningful relationships with MLAs and elected officials at the municipal level.
Population Health	The health of a population as measured by health status indicators. Among the factors influencing population health are the social, economic and physical environment; personal health practices; individual coping skills; human biology; early childhood development; and the availability of health services.
Postsecondary Education	A reference to any education beyond the high school level. Such education is typically delivered at universities, academies, colleges, seminaries, conservatories and institutes of technology.
Principal	A certificated teacher designated to serve as the head teacher in a school.
Principles for Fair Student Assessment Practices for Education in Canada	A document developed in 1993 by representatives from a range of Canadian educational organizations in response to examples of unacceptable assessment practices. The document outlines fair assessment practices within the Canadian educational context.
Process Data	Information about a user’s actions while answering a survey or taking an examination.
Professional Development	Professional development refers to the wide range of programs and activities that teachers undertake to enhance their understanding of teaching and learning. Professional development is typically based on needs that teachers themselves have identified.
Professional Inquiry	An approach to professional development in which teachers are encouraged to draw on their own experiences of success or failure in the classroom and, through discussion with their colleagues, to develop strategies for improving their teaching practice.
Professional Practice Standards	A term referring to the Teaching Quality Standard, the Leadership Quality Standard and the Superintendent Leadership Quality Standard.

Program of Studies	A legal document setting out the rationale, philosophy, foundations, organization, topics and format for each subject taught in K–12 schools in Alberta.
Program Unit Funding	A grant (in addition to Base Instruction Funding) available to approved early childhood services operators and school authorities in Alberta to enable them to provide services to children aged two and a half to six who have severe learning disabilities.
Provincial Achievement Testing (PAT) Program	An assessment program administered by the Government of Alberta to monitor the achievement level of Grades 6 and 9 students in English and Français/French language arts, mathematics, science and social studies.
Provincial Assessment Instruments	The Government of Alberta has three assessment programs: (1) the Student Learning Assessment Program, (2) the Provincial Achievement Testing Program and (3) Diploma Examinations. See the individual entries for each of these programs for more information.
Public Education	A term referring to public, separate and francophone schools.
Regional Health Service Delivery (RCSD)	A provincial initiative by Alberta Education in partnership with Alberta Health, Alberta Children’s Services, and Alberta Community and Social Services to integrate the provision of health services at the local level.
Release Money	Money that the Association pays to a school authority to enable a teacher to take time from the classroom to serve the Association in an elected or voluntary capacity.
Release Time	An arrangement whereby a school authority allows a teacher under contract to be away from the classroom to undertake a professional task, such as marking provincial examinations or serving on an Association committee. The agency that benefits from the teacher’s absence typically reimburses the school authority for the teacher’s salary.
Reprographic Collective	An agency that collects (1) revenues from licensed businesses, governments, schools, libraries and other organizations for the purpose allowing them to photocopy print works; and (2) distributes these proceeds to the copyright holders of those works, such as publishers and authors. The major reprographic collective in Canada is Access Copyright, formerly known as the Canadian Copyright Licensing Agency or Cancopy.
Resources	The wide variety of print and digital “texts,” exemplars, tools, manipulatives and equipment used by teachers during their planning, teaching, assessment and professional development.
Right to Work Legislation	A law guaranteeing that no person can be compelled, as a condition of employment, to join or not to join, a labour union.
School Communities of Practice	Groups of teachers who meet regularly and work with each other to share ideas and improve their professional practice. Such communities can exist at the school or at the school authority level.
School Community	The assemblage of people attached to a school, including the teachers and support staff who work in the school; the students who attend the school; the parents and families of those students; and local residents, businesses and organizations that have a stake in the school’s success.
School Councils	Collective associations of parents, teachers, secondary students, principals, staff and community representatives who work together to support and enhance student learning.

School Leader	A teacher designated as a principal or acting principal and, as defined in the <i>Education Act</i> , includes assistant principal, associate principal or vice principal.
Secondment	An arrangement whereby a teacher is transferred temporarily to another job with a different employer for a defined period and for a specific purpose. Teachers in Alberta are typically seconded to a university or to the Government of Alberta.
Sexual Orientation	A person's physical, emotional or romantic attraction to others. A person may be heterosexual, lesbian, gay, bisexual, pansexual, asexual, queer or any other sexual orientation. Sexual orientation is different from gender identity, both of which the Alberta Human Rights Act protects.
Specialist Councils	Association subgroups intended to foster the professional development of teachers interested in common curriculum or specialty areas such as mathematics or science. The Association currently has 20 specialist councils.
Student Assessment	The gathering of information about a student's learning to facilitate the teaching/learning process, diagnose the student's learning strengths and weaknesses, and make decisions about the student's progress.
Student Evaluation	The use of assessment results and other relevant information to make decisions about (1) the quality, value or worth of a student's response during the learning process or (2) a student's overall performance for placement and reporting purposes.
Student Learning Assessment (SLA) Program	An assessment program administered by the Government of Alberta to assess the literacy and numeracy levels of Grade 3 students.
Student Weighting Factors	A scale for determining the amount of extra assistance that a student with special learning needs requires.
Success in School Plans	A holistic learning plan developed in conjunction with "Success in School for Children and Youth in Care."
Success in Schools for Children and Youth in Care—Provincial Protocol Framework	A joint initiative by Alberta Education and Alberta Children and Youth Services to improve school outcomes and high-school completion rates for children and youth in provincial government care.
Superintendent Leadership Quality Standard	A ministerial order approved by the Government of Alberta in 2019 that describes the competencies expected of superintendents.
System Leader	A designated teacher whose duties are not attached to a specific school.
Teacher	An individual, including a principal or other system leader, who holds a valid Alberta teaching certificate.
Teacher Induction	A systematic program to support teachers and principals in the early stages of their careers. Induction may include a formal welcoming ceremony, orientation to the workplace, workshops and a mentoring relationship with an experienced colleague.
Teacher Mentorship Program	A formal arrangement in which a beginning teacher is provided with an opportunity to work closely with and learn from an experienced colleague.
Teacher Qualifications Service (TQS)	A service provided by the Association that evaluates teachers' educational credentials for salary purposes.
Teaching Quality Standard	A ministerial order approved by the Government of Alberta in 2019 that describes the competencies expected of teachers.

The Alberta Teachers' Pension Plan	A defined-benefit pension plan available to Alberta teachers in public and charter schools. The plan is registered under the Income Tax Act and co-sponsored by the Government of Alberta and the Association. The sponsors can alter the plan design, benefits and funding. They also share in any gains or losses that the plan might experience.
The Alberta Teachers' Retirement Fund (ATRF)	An independent corporation governed by the Teachers' Pension Plans Act. ATRF administers the Teachers' Pension Plan for all Alberta teachers in school authorities and charter schools. It also administers the Private Teachers' Pension Plan for teachers in private schools who have elected to join the plan.
Tiered Credit Enrolment Unit Funds	For funding purposes, the Government of Alberta organizes Career and Technology Studies (CTS) courses into tiers. The tier system recognizes that some courses, due to the subject matter, require a lower student-to-teacher ratio than others. The government provides more funding for students enrolled in higher-tiered courses so that school authorities can hire more teachers.
Vesting	Entitlement to receive a pension benefit that is based on the defined benefit formula that is used by the pension plan.