

## DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES

**Date and Time:** Thursday, May 11, 2023 @ 7:00 p.m.

**Location:** Central Office – Learning Centre

### AGENDA ITEMS

**1. Call to Order** Karen Saffran called the meeting to order at 7:04 p.m.

**2. Attendance**

Alexandra and Crestwood Schools	Heidi	Mack
Connaught School	Michelle	Millington
Crescent Heights High School	Tonielle	Pavlovic
Dr. Ken Sauer School	JJ	Kimber
Elm Street & Vincent Massey School	Joni	Hunter
George Davison School	Gicela	Cardona
George Davison School	Sumona	Kumari
Southview School	Emily	Nakamura
Division Council, Chair	Karen	Saffran
Board of Trustees, Chair	Catherine	Wilson
Superintendent	Mark	Davidson
Communications Coordinator	Lee	Krasilowez
A.T.A. Teacher Representative	Dustin	Look
Principal Representative	Todd	Samuelson
Recording Secretary	Joni	Treen

**3. Adoption of Minutes**

Karen Saffran presented the minutes of the Division Council of School Council Meeting held on [March 9, 2023](#), for adoption. Motion by Joni Hunter to adopt the minutes, Michelle Millington second; all in favour.

**4. Treaty Land Acknowledgement**

Karen Saffran, Division Council Chair, shared the treaty land acknowledgement.

**5. Budget**

Mark Davidson presented an overview of the drafted Spring Budget for 2023-24.

The Division receives most of its funding based on enrollment. The expectation is that our enrollment will decrease in the coming year by 46 students. Workforce Planning Data for Alberta has predicted a declining enrollment trend over the next ten years.

The decline in enrollment began five years ago (we have 400 less students from 2018-19), however, the impact will not be relevant until next year due to the provision of Hold

Harmless Funding and other extra supports provided during the pandemic. Our Board of Trustees also protected our staff during the pandemic, many working outside their normal scope, to maintain employment.

This budget estimates a reduction equivalent to twenty teachers. The hope is that the retirements will keep pace to help maintain staff. There are currently fourteen retirees and a few resignations.

Fewer students mean we require fewer staff; however, we still need to be thoughtful about serving our students.

## **6. Update ASCA Conference & AGM**

An update was provided on the Alberta School Council Association Conference and Annual General Meeting held on April 21 to 23, 2023.

Karen Saffran introduced a guest parent from George Davison School, Dr. Sumona Kumari, to join her in sharing an overview of the conference. Some of the sessions attended were:

- Keynote Speaker: Debbie Pushor, PhD - School Centric to Family Centric
  - More collaboration between the school and the family could create better learning.
- Breakout: Reset Room Mental Health Initiative
  - Staffed by a teacher, social worker, and an educational assistant. A student visiting the reset room is not marked absent from class.
- Breakout: Creating School Community Cohesion and Resilience
  - The learning loss impact was potentially greater for older students.
- Financial Literacy Parent Resources and Supporting K-12 Schools and Students (CFEE)
- Disordered Eating
  - Impacts of nutrition and learning

Karen shared some information on resources such as Exam Bank, Jump Math and Literacy resources.

Dr. Sumona Kumari presented a list of achievements, great things the division is already doing, as well as some goals to increased parent involvement in their child's learning and their school.

## **7. ASCA Workshop**

There is a virtual workshop on Wednesday, June 14, 2023, at central office in the Learning Centre: Effective Engagement in Your School Community @ 6:30 p.m.

If your school council would like to join, please sign up online on the [ASCA website](https://www.asca.ca) and make use of your parent engagement funds.

## **8. Policy and Procedure**

### **Policy 628 E 002: Secondary Schools' Fee Schedule**

The revised costs for student course options for the 2023-24 school year was shared at the meeting. [628 E 002 – Secondary Schools' Fee Schedule DRAFT](#)

## **9. Items for Information**

### **Appreciation Dinner**

Mark Davidson reminded the group to provide an RSVP, if you haven't already, for the annual appreciation dinner on June 8, 2023.

### **Annual Reporting – School Council**

Section 14(1) in the School Council Regulation indicates a Duty to report to the board.

14(1) The chair of a school council must prepare and provide to the board by September 30 of each year a report.

- a) summarizing the activities of the school council in the previous school year, and
- b) detailing, in accordance with the policies referred to in section 13(2), the receipt, handling and use of any money by the school council in the previous school year.

All School Councils are to submit an Annual Report by September 30. A template is on the MHPSD website.

### **Organizational Meeting**

The Organizational Meeting for Division Council of School Council will be held in October of the new school year. Positions include Chair (Vice Chair or Co-Chair), Coordinating Committee Parent Representative and Secretary. For more information see the Division Council [Operating Procedures](#).

### **Trustee School Allocations**

Mrs. Yvonne Sissons	Connaught School, Dr. Ken Sauer School, Vincent Massey School
Mr. Pat Grisonich	Alexandra Middle School, Southview School, Medicine Hat High School
Mr. Rick Massini	Crestwood School, Dr. Roy Wilson Learning Centre, Elm Street School, George Davison School
Ms. Deborah Forbes	Crescent Heights High School, Webster Niblock School, Medicine Hat Christian School
Ms. Catherine Wilson	River Heights School, Ross Glen School, Herald School, The Hub School

Our next meeting will be in October 2023.

**ADJOURNMENT** 8:43 p.m.