

DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES

Date and Time: Thursday, May 12, 2022 @ 7:00 p.m. via ZOOM

AGENDA ITEMS

1. Call to Order 7:04 p.m.

2. Roll Call for Attendance

Crescent Heights High School	Karen	Saffran
Crescent Heights High School	Courtney	Scott
Crestwood School & Hub Representative	Heidi	Mack
Elm Street School & Division Council Co-Chair	Joni	Hunter
River Heights School	Megan	Loran
Division Council Co-Chair	Chelsey	Cowan
Board Representative	Deborah	Forbes
Superintendent	Mark	Davidson
ATA Parent Representative	Darcy	Nielson
Principal Representative	Todd	Samuelson
Recording Secretary	Joni	Treen

3. Adoption of Minutes

Adoption of the Minutes of the Division Council of School Council Meeting held on [March 10, 2022](#). Motion by Karen Saffran to adopt the minutes, Heidi Mack second.

4. Treaty Land Acknowledgement

Prior to the land acknowledgment, Mark Davidson shared his teams experience working with the Board and Elder Charlie Fox on land acknowledgements and specifically the importance making the acknowledgement meaningful.

5. Budget

Mark Davidson, Superintendent, provided an overview to the group on the drafted 2022-2023 budget. The budget is currently a good news balanced budget. Despite our decline in enrolment, our funding has increased due to being 'held harmless' (provided the same funding as 2019/2020 enrolment) and temporary bridge funding.

There are some increases to grant funding and an increase overall of 1.6%. The increase in funding is counteracted by increases in several costs notably staffing (benefits, up 7.7%), utilities and transportation services.

The budget is based on a weighted moving average (meaning increase, or decrease is over 3 years; 50%, 80%, 100%). When this funding is shifted forward we have less of an impact.

The Division has decreased 5.8 FTE staff total which is minimal considering the decline in enrolment.

Our enrolment is projected to be 6973 for next year. Alberta Education (workforce planning data) looks at birth rates, migration etc. to project enrolment trends. Over the next 10 years it is estimated that we will have a decline of approximately 1000 students.

The government is also restricting operational reserves to less than 3%, which makes it difficult to plan for future declines in enrolment/funding. In future there will be an increase in transfers and temporary positions in order to manage staffing and less funding. Thank you to our financial team for being invested in doing the best for MHPSD students!

6. Items for Discussion

Update ASCA Conference & AGM

The Alberta School Council Association Conference and Annual General Meeting was held on April 22 to 24, 2022. Both Karen Saffran and Courtney Scott attended and provided an update to the group.

Karen Saffran mentioned that all the keynote speakers were good, particularly David Irvine. There is a link with the some of the session recordings. The recordings are available for viewing until **August 31, 2022**.

<https://www.albertaschoolcouncils.ca/public/download/files/211191>

Workshops provided by ASCA are no longer offered free of charge.

Courtney Scott attended the AGM. She thought the flow of the meeting on Zoom was difficult as over 200 attendees were voting on resolutions. These resolutions are shared with school councils so that the voice can be brought to the AGM. [Further information on the 2022 ASCA AGM Resolutions Results.](#)

Engagement Grant

School Councils received a \$500 grant from Alberta Education to increase parent engagement. Please ensure your school is making use of these funds, so the grant money continues to be available.

7. Policy and Procedure

Policy 628: Student Fees

Mark Davidson reviewed the updates to the fees on the [Exhibit 628 E 002 - Secondary Schools' Fee Schedule DRAFT](#). The recommended cost updates are for student course options for the 2022-23 school year.

The group commented on the growing variety of options offered in our schools, and the increased interest. These optional course fees should not interfere with a student's ability to register for a course. Schools work with families to offer equal opportunity and support where necessary.

720 P 001 – Off-Site Activities National and International Travel Updates

Mark Davidson advised the group on the new exhibits and updates that have been made to streamline and clarify the national and international travel planning process. Updates have been made to administrative procedure [720 P 001 Off Site Activities](#) including the addition of six exhibits.

[720 E 008 – Consent for Recurring Curricular Activities](#) (New)

[720 E 010 – International Trips – Approval in Principle](#) (New)

[720 E 011 – International Trips – Final Approval](#) (New)

[720 E 012 – Consent for International Trips](#) (New)

[720 E 013 – Volunteer Registration Form](#) (New)

[720 E 014 – Travel Declaration for National-International Trips](#) (New)

The new exhibits are available and fillable online. The plan moving forward is to have forms available on the website to be filled out and submitted digitally from there. Next, we are looking into the possibility of electronic signatures.

The clarity and consistency that this process offers is appreciated.

8. Items for Information

School Council Annual Report

Reminder that all School Councils are to submit an Annual Report by September 30, 2022. A [Template](#) is on the MHPSD website.

Organizational Meeting

The Organizational Meeting for Division Council of School Council will be held in-person in October 2022. 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

ADJOURNMENT 8:22 p.m.