

MINUTES OF THE **REGULAR MEETING** OF THE MEDICINE HAT PUBLIC BOARD OF TRUSTEES HELD IN THE **BOARD ROOM** IN THE **SCHOOL DIVISION ADMINISTRATION OFFICE** ON **TUESDAY, DECEMBER 9, 2025** AT 4:00 p.m.

TRUSTEES PRESENT: Catherine Wilson, Pat Grisonich, Gwendoline Dirk, Megan Hilgendorf

OFFICIALS PRESENT: Tracy Hensel, Superintendent of Schools
Leanne Dulle, Secretary Treasurer
Cody Edwards, Associate Superintendent: Learning and Student Supports
Jason Peters, Associate Superintendent: Human Resources
Carla Carrier, Executive Director of Learning

TRUSTEES ABSENT: Quinn Skelton

OTHERS PRESENT: Brian Schaffer, Director of Facilities
Jordyn Nikiel, Crescent Heights High School Student Delegate
Katie Evans, Medicine Hat High School Student Delegate

CHAIR: Catherine Wilson

RECORDING SECRETARY: Hope Schick

I. CALL MEETING TO ORDER

The meeting was called to order at 4:06 p.m.

II. TREATY 7 LAND ACKNOWLEDGEMENT

We acknowledge that we are on the traditional territory of the Blackfoot Confederacy and the people of Treaty 7 Region in Southern Alberta. We honour and acknowledge the homeland of the Métis people. We are grateful for the traditional Knowledge Keepers and Elders who are still with us today and those who have gone before us.

A Land Acknowledgement video from Crestwood School was shared.

III. INTRODUCTION OF STUDENT DELEGATES

The Board of Trustees welcomed Katie Evans, from Medicine Hat High School and Jordyn Niekle from Crescent Heights High School.

IV. APPROVAL OF AGENDA

THAT the agenda be approved as presented.

28. G. Dirk

CARRIED

V. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular meeting held on **Tuesday, November 25, 2025**

THAT the minutes from **Tuesday, November 25, 2025** be approved as presented.

29. P. Grisonich

CARRIED

VI. ITEMS FOR ACTION

1. Annual Education Results Report (AERR)

Dr. Cody Edwards, Associate Superintendent: Learning and Student Supports, presented the Division's 2024-2025 Annual Education Results Report. It is recommended that the Board approve the Annual Education Results Report as presented, including any recommendations for updates.

Evidence and Results

Student enrolment from ELP – Grade 12 was 6,832. We also had 631 who identified as First Nations, Metis, and Inuit students and 462 English as an Additional Language learners.

Stakeholder feedback was collected from teacher voice, student voice (Grade 9 – 12 students), school councils/division council of councils, Alberta Education Assurance Survey, locally developed assurance survey and OurSchool survey.

Four Universal Goals

- **Optimal Learning** employed strategies such as teacher clarity, understanding learner needs and safe and engaging learning cultures and Provincial Achievement Tests and diploma exams results are part of the listed success criteria.
- **Thinking and Acting Inclusively** employed strategies like responsive system resources, cultural celebrations, new research with Dr. Jeffrey MacCormack from the University of Lethbridge. Further, opportunities were identified for student involvement with extra-curricular and co-curricular activities.
- **Wellness** employed strategies which include the culture of wellness framework, comprehensive school health teams, student-centered support teams, partnerships (ISSP, Apple Schools, CASA), and SEL planning with the Physical Education and Wellness curriculum.
- **Truth and Reconciliation** employed strategies which include Kiskihkeyimowin (3rd year) and FNMI teams that support families, students and staff.

THAT the Board approve the Annual Education Results Report as presented.

30. P. Grisonich

CARRIED

2. Policy Updates: Board Governance

The following Policies under Board Governance have been updated to better align with government protocols.

Policy 200: Role of the Board of Trustees (Draft)

Policy 202.1: Trustee Code of Conduct (Draft)

Appendix to Policy 202.1: Trustee Code of Conduct Sanctions (Draft)

Policy 202.3: Recognition of Trustees Upon Completion of Service (Draft)

CHANGE 202.1 Trustee code of conduct – Addition to number eight – “Such that respect for the decision-making process of the board is fostered”.

THAT the Board approved these updated Polices with change to policy 202.1 to include “Such that respect for the decision-making process of the board if fostered.

31. M. Hilgendorf

CARRIED

VII. ITEMS FOR INFORMATION

1. 2025-2026 Infrastructure Maintenance and Renewal Program (IMR) and 2026-2027 Capital Maintenance and Renewal Program – Expenditure Plans

Brian Schaffer, Director of Facilities and Mrs. Leanne Dulle, Secretary Treasurer, presented to the Board that Alberta Education is providing funding of \$847,900 under the 2025-2026 Infrastructure Maintenance and Renewal Program. At present, the Division has \$629,500 of unutilized carry over of IMR funds from previous years.

Alberta Education also provides capital funding for the Capital Maintenance and Renewal Program (CMR) annually. Alberta Education provided \$1,077,779 for the 2025-2026 CMR program and those projects are complete.

2. 2024-2025 Facility Projects Update

Brian Schaffer, Director of Facilities, presented an update on the maintenance projects and proposed Infrastructure Maintenance and Renewal for 2024-2025 and Capital Maintenance and Renewal for 2025-2026.

Completed projects for the 2024–2025 year, scheduled during summer months or school breaks, included lighting upgrades, bus lane improvements, controls upgrades, landscaping work, lock and keying updates, flooring replacements, air curtains, exterior door installations, and washroom renovations.

Through lighting replacements, we have achieved an average 27% reduction in electricity consumption, with additional energy savings realized when HVAC systems are replaced.

Proposed IMR projects for 2025–2026, within the available budget, include various projects including building controls upgrades, gym floor refinishing, exterior door replacements, LED lighting upgrades, and washroom renovations.

Proposed CMR projects for 2026–2027, within the available budget, include roof and boiler replacements at two schools.

Funding approval for the 2026–2027 CMR projects will not be confirmed until April 2026.

B. Schaffer left the meeting at 5:05

3. Fall Budget Update

Mrs. Leanne Dulle, Secretary Treasurer, presented the fall budget update. Although Alberta Education no longer requires a full fall update, it is still prepared to give an accurate picture of the current school year. The 2025-26 budget was balanced in both spring and fall.

Our enrolment declined this year, largely due to lower birth rates and minimal population growth.

Total revenue for the year is \$98,004,600, consisting of grants (91.3%), local revenues (5.8%), and school-generated funds (2.9%). There was no increase in grant funding for this school year.

Expenses also total \$98,004,600 and are allocated to salaries (59.9%), employee benefits (15.7%), services, supplies, and contracts (19.4%), and amortization and debt services (5.0%).

As a result, we are presenting a balanced budget for this school year.

4. Superintendent Report

The Superintendent provided an overview of the Division's engagement over the past month which included numerous meetings, an annual student engagement session, community engagements at Southview School and Webster Niblock School, and visiting schools.

5. School Council Reports

Trustees take turns visiting school councils to offer varied representation at each meeting.

They reported that engaging with school councils and participating in school activities provide valuable opportunities to strengthen relationships with parents and principals. These connections are essential for fostering trust, collaboration, and shared commitment to student success.

It was suggested that we post our Christmas Activities at each school on social media next year.

6. Memorials in Schools

This administrative procedure 300 AP 004: Memorials in Schools has been revised with consideration for best practices, research and training.

300 AP 004: Memorials in Schools

7. Assessment and Reporting

This administrative procedure has been updated to reflect changes to reporting and communication.

616 AP 001: Assessment and Reporting

8. National School Boards Association Conference

The NSBA 2026 Annual Conference registration is available. The conference will be held on April 10-12, 2026, in San Antonio.

9. Canadian School Boards Association Conference

The CSBA Congress 2026 is scheduled for July 5 to 8, 2026, in Whistler.

VIII. CHANGE REGULAR MEETING FROM JANUARY 27, 2026 TO JANUARY 13, 2026

It is recommended that the Board approve changing the date of the Regular Board Meeting from January 27th, 2026, to January 13th, 2026.

THAT the Board approve changing the date of the Regular Board Meeting from January 27th, 2026 to January 13th, 2026.

32. C. Wilson

CARRIED

IX. ACTION ARISING OUT OF THE COMMITTEE OF THE WHOLE MEETING

No action came out of the Committee of the Whole.

X. ADJOURNMENT

THAT the meeting be adjourned.

33. G. Dirk

CARRIED

The meeting was adjourned at 5:56 p.m.

CHAIR

SECRETARY TREASURER

DRAFT