


**Medicine Hat Public School Division**

601-1st Avenue SW, Medicine Hat, AB T1A 4Y7 | Phone 403.528.6701 | Fax 403.529.5339 | www.mhpsd.ca

**COORDINATING COMMITTEE MINUTES**

Monday, March 24, 2025

10:00 a.m. to 12:00 p.m.

Grant Henderson Learning Centre

|          |                               |                                           |
|----------|-------------------------------|-------------------------------------------|
| Members: | Yvonne Sissons                | Trustee                                   |
|          | Tracy Hensel                  | Superintendent                            |
|          | Leanne Dulle                  | Secretary Treasurer                       |
|          | Cody Edwards                  | Associate Superintendent Student Services |
|          | Corey Sadlemyer               | Associate Superintendent Learning         |
|          | Jason Peters                  | Associate Superintendent: Human Resources |
|          | Blair Lukacs                  | Elementary Principal Representative       |
|          | Warren Buckler                | Secondary Principal Representative        |
|          | <i>Sharon Stolz - regrets</i> |                                           |
|          | Michael Jerred                | ATA, Local President                      |
|          | Dalyce Harrison               | ATA, Teacher Welfare                      |
|          | Katerina Biech                | ATA, Primary Teacher Representative       |
|          | Dustin Look                   | ATA, Secondary Teacher Representative     |
|          | Karen Saffran                 | Parent Representative-Division Council    |

**CALL TO ORDER 10:01 a.m.****Treaty Land Acknowledgement**

Superintendent, Tracy Hensel, shared the treaty land acknowledgement.

**Adoption of Minutes**

There was a motion by Yvonne Sissons to adopt the minutes of the Coordinating Committee meeting held on [December 9, 2024](#), all in favor.

**ITEMS FOR INFORMATION****1. Teachers' Voice Updates**

The Teachers' Voice Committee met on January 9, 2025. The drafted summary was enclosed for information.

There was discussion on the action item (# 1) regarding the use of Edsby and reporting periods. Tracy advised the committee that a working group is currently being formed to review the use of the Edsby platform. Karen Saffran suggested that a parent be added to the working group, to gain their perspective.

[Enclosure No. 1](#) – Teachers' Voice Summary

**ITEMS FOR DISCUSSION****1. Psychological Health & Safety**

Jason Peters, Associate Superintendent Human Resources, provided an overview of the work to date regarding the Psychological Health & Safety Survey: Guarding Minds at Work.

Initially the division hosted information sessions to review survey results. Next, different employee focus groups met with facilitator, Brian Andjelic, to provide their feedback including: clerical, custodians, teachers, administrators, educational assistants and non-union staff. A report on the results is expected in mid-April.

## **2. Policy & Procedure Updates**

The following policies, procedures and exhibits have been updated and brought to this Committee for review.

### Site-Based Budgets

There has been an addition to this exhibit (item #5) to outline expenses covered for Career and Technology Studies (CTS) students participating at the Provincial or National level. Leanne Dulle, Secretary Treasurer, explained that the request was initiated by this group in 2023-2024.

[Enclosure No. 2](#) – 406 E 001: Site-Based Budgets

### Recognition for Major Secondary Extra Curricular Activities

This procedure was updated based on collaboration with the schools involved. The last update to this procedure was in 2017 with the addition of Dr. Roy Wilson Learning Centre. Leanne Dulle reviewed the changes and the reasoning behind them noting several considerations such as: student population, number of extra-curricular activities per school, and amount of travel. The revised model provides a flat dollar amount per grade and per student and will be effective in September 2025.

[Enclosure No. 3](#) – 516 AP 001: Recognition for Major Secondary Extra Curricular Activities

### Healthy Nutritional Choices

Cody Edwards, Associate Superintendent of Student Services, went over the changes to this policy and procedure made to better reflect current practice. Cody gained input from Sarah Scahill, Health and Wellness Manager and Sonya Brown from Alberta Health Services before gathering feedback from stakeholders, administrators and the Division Council of School Councils. The Board has reviewed and approved the changes.

In addition to these updates there will be ongoing work to develop a product vendor list (summer 2025) in hopes of offering healthier food choices at a competitive cost.

[Enclosure No. 4](#) – 642: Healthy Nutritional Choices

[Enclosure No. 5](#) – 642 AP 001: Healthy Nutritional Choices

ADJOURNMENT 10:36 a.m.

Please note our next meeting date: May 12, 2025