


**Medicine Hat Public School Division**

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**COORDINATING COMMITTEE**

|                                                                                                                          |                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| <b>Members:</b> Lyle Cunningham<br>Carolyn Freeman<br>Tracy Hensel<br>Jerry Labossiere<br>Amanda McGarry<br>Sharon Stolz | Mark Davidson<br>Dalyce Harrison<br>Ed Kruger<br>Dustin Look<br>Corey Sadlemyer<br>Allan Thompson |
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Missing: Jason Peters, Courtney Scott, Rachelle Ulmer

**Date:** Monday, October 4, 2021

**Location:** Zoom Meeting

**AGENDA ITEMS**

1. **Call to Order** M. Davidson called the meeting to order at 1:00 p.m.

2. **Treaty Land Acknowledgement**

3. **Welcome, Introductions, Purpose, and Process**

M. Davidson welcomed the committee expressing thanks to C. Freeman for her time on this committee and as a Trustee. Welcome to the new additions to the committee; Ed Kruger, Allan Thompson, Dustin Look and Amanda McGarry.

M. Davidson reviewed the purpose of the Coordinating Committee and each member's important role. The Committee was created within the collective agreement between the ATA Local and the Board. Agenda items are reviewed, and input provided is taken into consideration on various topics.

It was noted that [Policy 222 – Policy on Policy Development and Review](#) articulates the roles and responsibilities of the Coordinating Committee. The [Flowchart for Development and Review of Policy](#) was linked for information.

4. **Adoption of Minutes**

Adoption of the minutes of the Coordinating Committee meeting held on May 17, 2021. [May 17, 2021 - CC Minutes](#). Motion to approve from Sharon Stolz - carried.

5. **Items for Information**

Enrolment update confirmed that there has been little transition since the beginning of the school year. The Hub has 201 students, 56 are from out of Medicine Hat area.

As at September 28, 2021 enrolment was at 7045 for the Division (ELP to grade 12) which is about 45 less students than the same time last year. The decrease is likely due to

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homeschooling, online alternatives or perhaps parents postponing enrolment to Kindergarten.

The City of Medicine Hat demographics also predicted about a 1% decline in enrolment this year.

**6. Items for Discussion**

**Mandatory Vaccinations**

The drafted policy and administrative procedure were reviewed (below).

**7. Policy & Procedure Updates**

**522** C. Freeman was part of the committee developed to review the policy and administrative procedures for the honored educator and friends of education awards.

Administrative procedure [522 P 001: Honoured Educator Award](#) falls under Policy 522: Staff Recognition and Celebration. The number of nominations for the award has declined and nominations have even become competitive, which was never the intent. The revised draft proposes offering recognition to all retiring administrative staff holding a teaching certificate.

It was suggested that the Board consider recognizing non-certificated staff as well.

**902** [Policy 902: Friends of Education Award](#) and [902 P 001: Friends of Education Award](#)

Past nominations for the Friends of Education Award have included community partners, organizations or companies that have contributed to our schools or the Division overall. Instead of only the Division making nominations the new proposed policy and administrative procedure would include accepting nominations from each school.

**542** L. Cunningham and S. Scahill reviewed the updates to [Policy 542: Attendance](#) and the accompanying administrative procedure [542 P 001: Attendance Support Program](#). The original policy and administrative procedure were also included for reference.

The changes to the policy and administrative procedure as well as key points from the arbitrator's award (July 2021) summarized in [ASP Board Presentation September 2021](#).

Discussion ensued. It was emphasized that the intent is non-disciplinary but aimed at providing support to staff. There was clarification that non-culpable absences do not include absences related to Covid-19.

As per the arbitrator's report a discussion between the ATA and HR is to be scheduled to discuss the threshold increase for ASP purposes (from 8 to 10 days) prior to the updates being approved and communicated with staff.

The commitment to the process and the policy is strong and is in alignment with the arbitrator's decision.

**546** [Policy 546: COVID19 Harm Reduction](#) and [546 P 001: COVID19 Harm Reduction Administrative Procedure](#)

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With the pandemic continuing, the Board has requested a policy and procedure to be drafted requiring vaccination of all employees, volunteers, and guests to schools.

Covid-19 Harm Reduction policy and accompanying administrative procedure was presented for review and input. The purpose of this policy is to mitigate the risks of Covid-19 infection for all employees, contractors and volunteers. The Division is committed to providing a safe and healthy work environment and the Alberta Government has recognized Covid-19 as a workplace hazard. The effective date in the two documents (November 30) is tentative and based on the timing of the process for implementation, if approved by the Board.

The policy and procedure is in alignment with the Provincial ATA, that issued a statement on September 28, 2021 supporting vaccine mandates for teachers and other school staff.

Any staff that feels they should be exempt would notify Human Resources prior to the date of implementation (as determined by the Board). Communication will be sent out if this policy is approved to allow for timing to receive vaccination(s). Vaccinations must be four weeks apart.

There was discussion on student vaccination when it comes to extra-curricular activities and travel outside the City as some restaurants and facilities require proof of vaccination.

ADJOURNMENT 2:35 p.m.

#### **8. Future Meeting Dates**

- December 6, 2021
- February 7, 2022
- April 4, 2022
- May 16, 2022