

Medicine Hat Public School Division

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DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES
Date and Time: Thursday, March 13, 2025 @ 7:00 p.m.

Location: Virtual via TEAMS

AGENDA ITEMS
1. Call to Order Chair, Michelle Millington, called the meeting to order at 7:01 p.m.

2. Treaty Land Acknowledgement

Michelle Millington, Division Council Chair, shared the Treaty Land Acknowledgement.

3. Roll Call for Attendance

Crescent Heights High School, Chair	Karen	Saffran
Crestwood School, Treasurer	Stephanie	Toews
Connaught Society	Jane	Milner
Dr. Ken Sauer School, Co-Chair	Cindy	Cotton
Medicine Hat Christian School, Chair	Jenna	Brost
River Heights School, Co-Chair	Karla	Tweten
Division Council and Connaught School Chair	Michelle	Millington
Division Council Vice-Chair and George	Gicela	Cardona
Davison School, Chair		
Superintendent	Tracy	Hensel
Communications Coordinator	Lee	Krasilowez
Principal Representative	Katrina	Corbett
Presenter: Director of Finance	Bailey	O'Reilly
Presenter: Director of Learner Supports and Services	Joanne	Stockman

*Recording Secretary: Recording in TEAMS

4. Adoption of Minutes (Chair)

 Michelle Millington, Division Council Chair, presented the Minutes of the Division Council of School Councils' meeting held on [December 12, 2024](#) for adoption. A motion was made by Gicela Cardona to adopt the minutes, second by Karen Saffran; all in favor.

5. Presentation – School Councils vs. Fundraising Associations

Bailey O'Reilly, Director of Finance, presented information to the group on the differences between School Council and Fundraising Associations.

The main purpose of a School Council is to support and enhance student learning through collaboration with the principal and school board on matters related to the operations of the school. School Councils can raise funds through non-gaming activities but are not a legal entity.

Fundraising Associations are incorporated societies, meaning they are legal entities and can obtain a gaming license for raffles, bingos and casinos.

Presentation: [School Councils vs. Fundraising Associations](#)

The discussion among the group was that some schools have members of council that are also members of the society and sometimes there are parents that attend society meetings and not the school council meetings. Parent engagement is an ongoing challenge.

6. Kindergarten/Play and Learn

Joanne Stockman, Director of Learner Supports and Services, shared the background on the division Play and Learn Program. Originally the program was developed to support families with kindergarten age children. Children attend kindergarten in the morning or the afternoon, then have the option to attend the Play and Learn program to make it a full day.

MHPSD is currently working to secure a childcare license for our Play and Learn Program, effective September 2025-2026. Once licensed, the division will be able to access the Alberta government childcare affordability grant for families reducing the fees families pay.

7. CASA Classrooms

Katrina Corbett, Division Principal of Specialized Programs presented on the CASA classroom that began in February 2024. CASA classroom is an educational setting that supports students in developing resiliency by combining academic learning with mental health interventions.

Through a partnership between CASA Mental Health and MHPSD the classroom provides a structured, therapeutic environment where students build emotional regulation, coping strategies, and social skills. The goal is to empower students with the confidence and tools they need to navigate challenges, helping them transition back to their home school with the skills for successful learning and life.

- 5-month programs; semester 1-Sept to Feb and semester 2-Feb to June
- Grade 4 to 6 focus of no more than 12 students
- Focus on individual and group therapy
- access to a mental health nurse for student and family support
- The only employee from our school division is the teacher, everyone else is employed by CASA.
- Discussion on how to access CASA and what students would be a good fit.

Presentation: [CASA Classrooms](#)

CASA is a Provincial program, and our division was the first in the South zone to have this program.

8. Nutrition

The following policy and administrative procedure have been updated to reflect current practice. Tracy Hensel, Superintendent reviewed the updates to these documents. Cody Edwards, Associate Superintendent of Student Services, worked alongside Sarah Scahill, Health and Wellness Manager and Sonya Brown from Alberta Health Services to make the recommended changes.

In addition to these updates there will be the development of a product vendor list to promote healthy and affordable food choices. Council chairs were assured that these updates are about working towards providing healthy options for students and modeling good nutrition in our schools. (Wellness is a journey not a destination!)

Medicine Hat Public already partners with Breakfast Club of Canada and the Root Cellar to promote healthy living and healthy eating.

[Enclosure No. 1](#) – 642 Healthy Nutritional Choices (Draft)

[Enclosure No. 2](#) – 642 AP 001: Healthy Nutritional Choices (Draft)

9. Items for Discussion

ASCE Grant

To better understand how Alberta School Council Engagement (ASCE) grants are used a survey was prepared by the Alberta School Councils' Association (ASCA) Fund Development Committee and distributed through ASCA's distribution network on September 26, 2024, and closed on October 28th, 2024. The survey was also promoted on the ASCA Social Media accounts. [Download the PDF Results Report to the ASCA Board.](#)

Board is Hosting the ASCA 2025 Spring Symposium!

Registration is open for the [ASCA 2025 Spring Symposium](#) on Saturday, April 26, 2025. The event will be held virtually from 9:30 a.m. to 3:30 p.m. As this conference is virtual, the Board has offered to host the [Saturday, April 26 session](#) at the MHPSD Central Office! [Event Information](#)

**The Board will cover the conference registration fees and there is only one fee per School Council. Please contact Joni.Treen@sd76.ab.ca if you would like to register and attend. Lunch will be provided so we would like to hear from you!*

The ASCA 2025 Annual General Meeting (AGM) will be Sunday, April 27 from 8:00 a.m. to 4:00 p.m., held online via Zoom. The 2025 proposed Advocacy Resolutions are available for member's review! [Meeting Documents 2025](#)

10 Items for Information

Presentation Neurodiversity & Sexuality for Parents and Caregivers: Jan Arneson

Reminder! Information was sent to Principals and School Council Chairs on a parent/caregiver presentation that Central Office is hosting on Tuesday, March 18 from 6:00-8:30 p.m. [Registration](#)

Alberta School Council Engagement Grant

The Alberta School Council Association completed an Alberta School Council Engagement Grant Survey. The results can be found on the [ASCA website](#). For more information on the grant visit [Alberta School Council Engagement Grant](#)

School Council Annual Reporting

This report is due on September 30 annually. If you are not planning to continue as Chair in the next school year, please work with your principal to complete this report.

If your school makes use of the \$500 Engagement Grant you will have to report it.

CUPE Update

Tracy Hensel, Superintendent, shared an update on our CUPE staff.

2024-2025 Trustee School Allocations

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

Next Meeting Date:

- Thursday, May 8, 2025 @ 7:00 p.m. (In-Person)

ADJOURNMENT 8:30 p.m.

School Council Parking Lot Conversations

Division Council Chairs would like to create an opportunity for sharing ideas, processes and build relationships.