

DIVISION COUNCIL OF SCHOOL COUNCIL 2024-2025

Alexandra Middle School	Heidi	Mack	Chairperson
Connaught School	Michelle	Millington	Chairperson
Crescent Heights High School	Karen	Saffran	Chairperson
Crestwood School	Amy	Leprieur	Chairperson
Dr. Roy Wilson Learning Centre	Megan	Nunweiler	Chairperson
Dr. Ken Sauer School	Erin	Gerrard-Evjen	Co - Chairperson
	Cindy	Cotton	Co - Chairperson
Elm Street School	Ashley	Ferguson	Chairperson
George Davison School	Gicela	Cardona	Chairperson
Herald School		TBD	Chairperson
Medicine Hat Christian School	Jenna	Brost	Chairperson
Medicine Hat High School	Tanya	Schaffer	Chairperson
River Heights School	Karla	Tweten	Co - Chairperson
	Heather	O'Reilly	Co - Chairperson
Ross Glen School	Cassy	Whitford	Co - Chairperson
	Kristen	Haland	Co - Chairperson
Southview School		TBD	Chairperson
Vincent Massey School	Laine	Nash	Chairperson
Webster Niblock School	Laura	Coroy	Chairperson
Hub / Pathways	Stephanie	Williams	Chairperson
Division Council Chair	Karen	Saffran	
Board Representative	Catherine	Wilson	
Superintendent	Tracy	Hensel	
Communications Coordinator	Lee	Krasilowez	
A.T.A. Teacher Representative	Michael	Jerred	
Principal Representative	Katrina	Corbett	
Recording Secretary	Joni	Treen	

DIVISION COUNCIL OF SCHOOL COUNCIL MEETING AGENDA

Date and Time: Thursday, October 10, 2024 @ 7:00 p.m.

Location: Central Office – Learning Centre

AGENDA ITEMS

1. Call to Order (Past Chair)

2. Treaty Land Acknowledgement (Past Chair)

I'd like to acknowledge that we are on Treaty 7 territory, the traditional territories of the Blackfoot Nations, including Siksika, Piikani, and Kainai, the Tsuut'ina, Nation and Stoney Nakoda First Nations. We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.¹

3. Roll Call for Attendance (Past Chair)

4. Adoption of Minutes (Past Chair)

Presentation and adoption of the Minutes of the Division Council of School Council Meeting held on May 9, 2024.

[2024 May 9 – DCSC Minutes](#)

5. Organizational Items

- Election of Division Council Chair / Vice-Chair (T. Hensel)
- Election of Parent Representative to sit on Coordinating Committee (Chair)

*Meeting dates: Mondays from 10:00 a.m. to 12:00 p.m. December 9, March 3, May 5, 2025.

6. Education Foundation

The Education Foundation is looking for a parent representative. Please contact aliciakoch@sd76.ab.ca if you are interested.

*Meeting dates: Tuesdays from 4:00 p.m. to 6:00 p.m. December 3, March 4, May 6, 2025.

7. Virtual vs. in-Person Meetings (Chair)

A discussion of meeting format and preference for this group.

Last year the first and last meetings were in-person and the other two were virtual.

8. Review of Operating Procedures (Chair)

In the [Operating Procedures](#) it is noted that a review will take place annually.

It is recommended that the COSC vote to approve Operating Procedures as presented.

**If approved have new Chair and Vice Chair sign.*

¹ <https://www.albertaschoolcouncils.ca/about/indigenous-awareness/treaty-land-acknowledgement>

9. **Policy and Procedures**

The following policies, procedures have been updated or newly drafted. Please review the changes and bring forward any questions or suggestions that you may have at the meeting:

Policy 300: Emergency and Crisis Management (Draft) [Enclosure No. 1](#)

300 AP 003: Traumatic Event Crisis (New) [Enclosure No. 2](#)

300 AP 004: Memorials in Schools (New) [Enclosure No. 3](#)

616 AP 001: Assessment and Reporting (Draft) [Enclosure No. 4](#)

This procedure was updated to reflect current practices in the division.

720 AP 001: Off-Site Activities: Local [Enclosure No. 5](#)

720 AP 002: Off-Site Activities: Provincial or Overnight [Enclosure No. 6](#)

720 AP 003: Off-Site Activities: National [Enclosure No. 7](#)

720 AP 004: Off-Site Activities: International [Enclosure No. 8](#)

These 4 documents were originally 1 long document. The information has been separated for ease of use.

804 AP 001: Transportation of Students (Draft) [Enclosure No. 9](#)

This procedure was updated to reflect current practice and adhere to government funding updates.

10. **Items for Discussion**

Personal Digital Devices (C. Sadlemyer)

Corey Sadlemyer, Associate Superintendent: Learning, would like to gather feedback from the group on proposed changes to Bring Your Own Device policy.

Current Policy 608: Bring Your Own Device

Policy 608: Personal Digital Devices (Draft) [Enclosure No. 10](#)

Alberta School Council Association Funding (T. Hensel)

Our finance department is in the process of applying for the 2024/25 - Alberta School Council Engagement (ASCE) Grant. Once the Division receives the funds in early December, they funds will be allocated to schools. Schools Councils should start making plans to spend the \$500 allocation in accordance with the guidelines. [G2 – Alberta School Council Engagement \(ASCE\) Grant.](#)

More information on this can be found on the Alberta School Council Association (ASCA) website. [Alberta School Council Engagement \(ASCE\) Grant](#)

Role of School Councils and Council of School Councils

Information on the role of School Councils and Council of School Councils can be found on the Alberta School Council Association (ASCA) website; [School Councils in Alberta](#) or the Medicine Hat Public School Division Website www.mhpsd.ca; Policy 900: [School Councils](#); Admin Procedure 900 AP 001: [School Councils](#); Policy 212: [Division Council of School Councils](#)

11. Items for Information

Annual Reporting – School Council (T. Hensel)

Several School Councils have submitted their 2023-24 Annual Report. If you have not – there is a [Template](#) is on the MHPSD website.

School Council eNews

The Alberta School Council Association sends out their newsletters via email. If you would like to subscribe visit the ASCA website at <https://www.albertaschoolcouncils.ca/> or click [HERE](#).

Future Meeting Dates

- Thursday, December 12, 2024 @ 7:00 p.m.
- Thursday, March 13, 2025 @ 7:00 p.m.
- ASCA Annual Conference: April 2025
- Thursday, May 8, 2025 @ 7:00 p.m.

ADJOURNMENT

School Council Parking Lot Conversations

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