

DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES

Date and Time: Thursday, October 20, 2022 @ 7:00 p.m.

Location: Central Office – Learning Centre

AGENDA ITEMS

1. **Call to Order** Chelsey Cowan called the meeting to order at 7:04 p.m.

2. **Roll Call for Attendance**

Alexandra Middle School & Crestwood School	Heidi	Mack
Crescent Heights High School	Tonielle	Pavlovic
Crescent Heights High School	Karen	Saffran
Dr. Roy Wilson Learning Centre	Tiffany	Stephens
Dr. Ken Sauer School	JJ	Kimber
Elm Street School & Division Council Past Co-Chair	Joni	Hunter
George Davison School	Gicela	Cardona
Medicine Hat Christian School	Jenna	Brost
Medicine Hat High School	Tanya	Schaffer
Southview School	Emily	Nakamura
Hub Parent Representative	Stephanie	Williams
Division Council Past Co-Chair	Chelsey	Cowan
Board Representative	Catherine	Wilson
Superintendent	Mark	Davidson
Associate Superintendent	Tracy	Hensel
Communications Coordinator	Lee	Krasilowez
A.T.A. Teacher Representative	Dustin	Look
Recording Secretary	Joni	Treen

3. **Adoption of Minutes**

Adoption of the minutes of the Division Council of School Council Meeting held on [May 12, 2022](#). Motion by Joni Hunter to adopt the minutes, Heidi Mack second.

4. **Treaty Land Acknowledgement**

Chelsey Cowan, past Chair, shared the land acknowledgement.

5. **Organizational Items**

Mark Davidson opened the election opportunities.

Election of Division Council Chair: Stephanie Williams offered to be the Chairperson. No other names were put forth for Chairperson. Stephanie Williams elected as Chair by acclamation. Motion all in favor.

Election of Division Council Vice-Chair: Karen Saffran agreed let her name stand for Vice-Chairperson. No other names were put forth for Vice-Chair. Karen Saffran elected as Vice-Chair by acclamation. Motion all in favor.

Election of Parent Representative to sit on Coordinating Committee. (Meeting dates: Oct 24, Feb 13, April 3, May 15 from 10:00 a.m. to 12:00 p.m.) The group motioned that Courtney Scott's name be put forth to, once again, attend Coordinating Committee as the parent representative. As Courtney was unable to attend today's meeting, Stephanie Williams or Karen Saffran will stand as secondary. Motion by JJ Kimber, all in favor.

6. Virtual vs. In-Person Meetings

Chair, Stephanie Williams, opened the discussion of preference for holding future meetings virtually or in-person. The group decided that the March 9, 2023 meeting will be virtual, and the May 11, 2023 meeting will be in-person. Motion by Joni Hunter, all in favor.

7. Review of Operating Procedures

The Chair put forth the [Operating Procedures](#) to the Division Council group for annual review and approval. There were no suggested changes.

Motion by JJ Kimber to adopt the Operating Procedures as presented for 2022-2023. All in favor.

8. Policy and Procedures

Several policies, procedures and exhibits have been updated or newly drafted. Members of the group reviewed these changes in advance of the meeting.

Tracy Hensel, Associate Superintendent, reviewed updates to both the 500 and 600 sections of policy and provided clarification.

Policy 503 – Welcoming, Caring, Respectful and Safe Learning and Workplace Environments [Enclosure No. 1](#)

Policy 510 – Teacher Growth, Supervision and Evaluation [Enclosure No. 2](#)

510 AP 001 – Teacher Growth, Supervision and Evaluation [Enclosure No. 3](#)

Policy 512 – Administrator Growth, Supervision and Evaluation [Enclosure No. 4](#)

512 AP 001 – Administrator Growth, Supervision and Evaluation [Enclosure No. 5](#)

Policy 610 – Inclusive Education [Enclosure No. 6](#)

Policy 612 – Welcoming, Caring, Respectful and Safe Learning Environments [Enclosure No. 7](#)

<u>612 AP 004 – Assessing Potential Threat Making and High-Risk Student Behaviors (New)</u>	<u>Enclosure No. 8</u>
<u>612 E 003 – Fair Notice Letter (New)</u>	<u>Enclosure No. 9</u>
<u>Policy 614 – Sexual Orientation and Gender Identity</u>	<u>Enclosure No. 10</u>
<u>614 AP 001 – Sexual Orientation and Gender Identity</u>	<u>Enclosure No. 11</u>
<u>614 E 001 – Sexual Orientation and Gender Identity</u>	<u>Enclosure No. 12</u>

There were no comments on the updates to the 500 section of policy.

It was noted that the edit to Policy 610 - Inclusive Education indicating 'all including 2SLGBTQ+ families' was an intentional edit to be inclusive.

Updates to policies 610 and 614 were also to improve wording as recommended by Alexandra Marshall from the University of Alberta, who provided a professional development opportunity for our staff regarding 2SLGBTQ+ students and community.

Tracy noted that 612 AP 004 was developed to clarify a process for Administrators to follow.

Motion to accept the updates to both the 500 and 600 section of policy as presented by Joni Hunter. All in favor.

9. Items for Discussion

Alberta School Council Association Funding

The Alberta School Councils' Association was denied government funding, once again, for 2022/23. The ASCA is asking that school councils utilize the Alberta School Council Engagement Grant funds to register in ASCA workshops. Early registration is encouraged.

Mark Davidson reiterated the importance of support for the Alberta School Council Association. The sessions and workshops are very informative.

Information on workshops and the Alberta School Council Engagement Grant can be found on the ASCA website [HERE](#).

The group discussed combining engagement grant funds to host a mini conference. JJ Kimber motioned that the schools pool funds to put on a mini conference.

The motion was amended: that the Division Council Chairs will discuss with their school council the idea of potentially combining the Parent Engagement Grant Funds to host a mini conference and report back to Chair Williams. Joni Hunter motioned. All in favor.

Presentation: [Understanding Mental Health Needs for Children and Youth](#)

Some of our school councils used their 2021-22 Alberta School Council Engagement Grant funding to partner with the Medicine Hat College and the Brandon Niwa Legacy Fund – The Beej Project. Those that attended the sessions provided a brief update to the group.

For the first session related to ages 6 to 11 there were 43 parents/caregivers in attendance and the second session for ages 12 to 18 had 80 parents/caregivers in attendance.

Tracy Hensel indicated that the neurosequential model discussed in the sessions has been part of our divisions work since 2018. The information was a bit clinical for a parent audience and most parents were looking for strategies. There were good discussions with parents following the sessions.

The follow-up sessions in November will be question and answer style. The Medicine Hat College will facilitate gathering questions from those that attended.

10. Items for Information

Annual Reporting – School Council

Mark Davidson advised that most School Councils have submitted an 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](#).

ADJOURNMENT Motion to adjourn 8:15 p.m.