

DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES

Date and Time: Thursday, December 8, 2022 @ 7:00 p.m.

Location: Virtual Meeting - Zoom

AGENDA ITEMS

1. **Call to Order** Karen Saffran called the meeting to order at 7:00 p.m.

2. **Attendance**

Alexandra and Crestwood School	Heidi	Mack	Chairperson
Connaught School	Michelle	Millington	Chairperson
Crescent Heights High School	Tonielle	Pavlovic	Chairperson
Dr. Ken Sauer School	JJ	Kimber	Chairperson
Elm Street School	Joni	Hunter	Chairperson
George Davison	Beth	Lanuk	Vice-Chair
Medicine Hat Christian School	Jenna	Brost	Chairperson
Southview School	Emily	Nakamura	Co-Chair
Division Council Chair / Hub	Stephanie	Williams	
Division Council Vice-Chair	Karen	Saffran	
Division Council Past-Chair	Chelsey	Cowan	
Board of Trustees Representative	Catherine	Wilson	
Trustee	Deborah	Forbes	
A.T.A. Local President	Michael	Jerred	
Principal Representative	Todd	Samuelson	
Recording Secretary	Joni	Treen	
Assistant Superintendent	Corey	Sadlemyer	

3. **Adoption of Minutes**

Karen Saffran presented the minutes of the Division Council of School Council Meeting held on [October 20, 2022](#) for adoption. Motion by Joni Hunter to adopt the minutes, Chelsey Cowan second; all in favour.

4. **Treaty Land Acknowledgement**

Karen Saffran, Vice Chair, shared the treaty land acknowledgement.

Karen also offered appreciation to the Division for the training being offered for the Four Seasons of Reconciliation. Corey Sadlemyer updated the group that there will be another course offering in the new year; the course is nine modules and takes approximately three hours to complete.

5. Alberta School Council Association

Karen Saffran updated the group on a parent engagement session she attended on social emotional learning in November.

The ASCA Annual Conference will be held in Edmonton on April 21 and 22, 2023. The Annual General Meeting will be held on Sunday, April 23, 2023.

School Council Chairs are encouraged to attend the conference or even just the AGM, if it is virtual. It was noted that the Board typically sponsors one Chair to attend in person or more if it is virtual and at a reduced cost.

If you plan on representing your school council at the AGM there is information on albertaschoolcouncils.ca for voting, terms, and proposed resolutions.

6. Policy and Procedure

Corey Sadlemyer provided an overview to the group of the changes to this policy and procedure as required under legislation (Bill 85). All Division employees will require both a Police Information Check and Children's Services Intervention Record Check on file.

It was clarified that the documentation can be shared by the individual for volunteering etc., the Division requires a copy on file.

[Policy 536 – Police Information Check \(PIC\) – Children’s Services Intervention Record Check \(CSIRC\)](#)

[536 AP 001 – Police Information Check \(PIC – Children’s Services Intervention Record Check \(CSIRC\)](#)

7. Items for Discussion

Update on Engagement Grant Survey

Stephanie Williams provided an update on the survey results regarding a mini conference. Due to staffing and timing ASCA would prefer to offer the workshops online so the group decided to revise their approach to consider joint registration. One workshop registration allows for 6 participants and potential 6 schools. The cost for a level 1 workshop is \$210 and a level 2 workshops is \$315. *Stay tuned for correspondence on this!*

Information on the Alberta School Council Engagement Grant

Examples of parent engagement activities and projects that funds can be used for include:

- workshops for parents to increase capacity for school council members;
- information sessions on how parents can support student learning at home and at school;
- parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.

- programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Metis, and Inuit learners;
- parent resources and tools in multiple languages;

Annual Education Results Report

Corey Sadlemyer provided an overview on the AERR results. Once approved by the Board the report is available at www.mhpsd.ca on the publications page.

This report, submitted annually to Alberta Education, consists of information compiled from the prior year, including the MHPSD Education Plan 2022-2026. There are several elements to the report, the largest being assurance where the Division sought feedback in a number of ways to determine progress and future direction. The data was then used to build new universal goals and provide the framework for the 2022-2026 Education Plan. The results are focused on five universal goals:

- Goal #1 Optimal Learning
- Goal #2 Inclusive Mindset
- Goal #3 Leadership
- Goal #4 Culture of Wellness
- Goal #5 First Nations, Metis and Inuit Success

Corey highlighted strategies, performance, successes, areas we need to focus on, the various ways the Division gathers feedback as well as how the pandemic has impacted results. School councils should encourage participation in the surveys as input from parents, students and stakeholders is important to achieve accurate results.

[Enclosure: AERR](#)

DRAFT Division Calendar 2023-2024

Mr. Sadlemyer provided an overview of the Division Calendar.

Draft A has students return to school prior to the long weekend in September but includes a November break; draft B has students return following the long weekend but eliminates the November break. The calendar must adhere to specified instructional and operational days.

The Division would like to consider holding professional learning for staff in the beginning of the year, prior to school beginning, to reduce the demand for substitute teachers.

Most parents seem to prefer the draft B calendar with no November break.

Feedback can be sent to Lyle Cunningham lyle.cunningham@sd76.ab.ca before January 18, the calendar will go to the Board at the end of January for formal approval.

[Enclosure: Division Calendar 2023-24 Draft A](#)

[Enclosure: Division Calendar 2023-24 Draft B](#)

Student Delegates

Trustee, Catherine Wilson, shared some ideas that our student delegates are interested in: (1) dress code and (2) cell phone usage in class/schools. The students will gather input from their peers on topics and bring that feedback to the Board for consideration.

The student delegates so far have been very comfortable sharing their thoughts.

The Board would like to encourage students to become Student Delegates as they would like to have a diverse group of students not only those involved in Leadership or Student Council.

Karen Saffran suggested having the student delegates from Medicine Hat High School present on their experiences to the students at Crescent Heights High School to attempt to gain some interest.

Medicine Hat Public School Division [Regular Board Meetings](#) are public and occur at 5:30 p.m. every fourth Thursday. Come see the Board in action!

8. Items for Information

Attendance at Division Council Meetings

The Division Council would appreciate having a representative from each school at these meetings. *If a Chair or Vice Chair is unable to attend, a council representative may attend in place.

Providing Clarity to School Council Chairs on their Role

There was discussion about creating guidelines or attending a session from ASCA to provide clarity on the Role of a School Council Chair.

Trustee School Allocations

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

Future Meeting Dates

- Thursday, March 9, 2023 @ 7:00 p.m. (Virtual Meeting)
- ASCA Annual Conference: AGM Sunday, April 23, 2023
- Thursday, May 11, 2023 @ 7:00 p.m. (In-Person Meeting)

ADJOURNMENT Motion to adjourn 8:40 p.m.