Medicine Hat Public School Division

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DIVISION COUNCIL OF SCHOOL COUNCIL MEETING MINUTES

Date and Time: Wednesday, October 7, 2026 @ 7:00 p.m.

Location: Central Office – Learning Centre

AGENDA ITEMS

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1. Call to Order

Board Chair, Catherine Wilson, offered to Chair this meeting and called the meeting to order at 7:00 p.m.

2. Treaty Land Acknowledgement

Catherine Wilson shared the Treaty Land Acknowledgement.

3. Roll Call for Attendance

Crestwood School	Amy	Leprieur
George Davison School, Vice Chair	Taneil	Zanidean
Medicine Hat High, Principal	Justin	Nicoll
River Heights School, Co-Chair	Raquel	McNamara
River Heights School, Co-Chair	Heather	O'Reilly
Board Representative	Catherine	Wilson
Trustee	Gwendoline	Dirk
Acting Superintendent	Cody	Edwards
Associate Superintendent, HR	Jason	Peters
Director of Learning and Partnerships	Dean	Brown
Communications Coordinator	Lee	Krasilowez
A.T.A. Teacher Representative	Michael	Jerred
Principal Representative, Connaught	Diane	Cartier
Recording Secretary	Joni	Treen

4. Adoption of Minutes

Catherine Wilson presented the minutes of the Division Council of School Councils' meeting held on May 7, 2026 for adoption. A motion was made by Amy Leprieur to adopt the minutes, all in favor.

5. Organizational Items

Catherine Wilson offered the election for Division Council Chair. Michelle Millington once again put her name forward but was unable to attend this meeting. No other names were put forth for Chair. Michelle Millington was elected as Chair by acclamation.

Raquel McNamara, Co-Chair at River Heights School offered to hold the position of Vice-Chair for Division Council and to hold the position of parent representative for the Coordinating Committee for the 2026-27 school year.

6. Virtual vs. in-Person Meetings

This is our typical meeting format for this group:

- Wednesday, January 20, 2027 @ 7:00 p.m. Virtual (MS TEAMS)
- Wednesday, March 10, 2027 @ 7:00 p.m. (MS TEAMS)
- ASCA Annual Conference: April 2027 *Details to come
- Wednesday, May 12, 2027 @ 7:00 p.m. (In-Person at Central Office)

7. Review of Operating Procedures (Chair)

In the Operating Procedures it is noted that a review will take place annually. The group will review the Operating Procedures at the next meeting as there were not enough schools represented at this meeting for a quorum.

8. Prairie Sky Collegiate & Dual Credit Programming

Dean Brown, Director of Learning and Partnerships, provided a presentation on Prairie Sky Collegiate (PSC), a partnership between Medicine Hat Public School Division, Grasslands Public Schools, and Lethbridge Polytechnic. PSC is focused on expanding opportunities for students to explore careers and skilled trades. PSC connects classroom learning with hands-on experiences, dual credit opportunities, and industry partnerships, helping students explore, engage, and experience pathways to future education and employment.

Some of the highlights of Dean's presentation include:

- There are currently 490 work experience placements.
- Registered Apprenticeship Program (RAP) – students can use hours towards becoming a trades person.
- Dual Credit – students take College, University or Apprenticeship-related courses at the high school level earning high school credits and post-secondary credits at the same time.
- Our Post Secondary Partners are Medicine Hat College, Lethbridge Polytechnic, Olds College, SAIT and Bow Valley College.
- Careers and Off-Campus Team includes Dustin Ressler, Scott Galloway (CHHS), Brian Heidinger (MHHS) and Darren Klein. The team would like to educate students and parents so that they are aware of these opportunities.
- Students in the first year get to be exposed to all the different trades; year 2 becomes more focused; year 3 is specialized training and RAP placement.
- Students earn credits, experience, and potentially a post-secondary certificate.

- Tuition is paid directly to the post-secondary institutions, so there is no cost to students.
- Some of our teachers that have Journeyperson tickets have been hired by Lethbridge Polytechnic as instructors within our high schools.
- Ag Plus Mechanical has a Journeyperson teaching students Agriculture Heavy Equipment Technician
- Partnerships have been invaluable; Ag Plus Mechanical, Hydraco Industries and potentially RCMP in Brooks.

Schools are looking at time blocks for students to work on their Dual Credit courses, currently, course work is done outside of regular studies or during a spare.

9. Policy and Procedures

The following policy, procedures and exhibits have been updated.

Discrimination, Harassment, Violence and Bullying

Jason Peters, Associate Superintendent, advised that the existing policy and procedure have been updated and a new procedure has been developed to comply with the Alberta Occupational Health and Safety Regulation.

The revisions added specific references to domestic violence, strengthened the focus on prevention and formalized the requirement for an annual review.

Enclosure No. 1 – 528: Discrimination, Harassment, Violence and Bullying (Draft)

Enclosure No. 2 – 528 AP 001: Discrimination, Harassment, Violence and Bullying Reporting (Draft)

Enclosure No. 3 – 528 AP 002: Discrimination, Harassment, Violence and Bullying Prevention (New)

Off Site Activities

Jason Peters, Associate Superintendent Human Resources, provided an overview of the Division's review of off-site activity documentation and procedures. The review was undertaken following the tragic event in June and focused on strengthening, clarifying, and enhancing the Division’s existing framework for off-site activities while incorporating leading practices and feedback from external partners.

Jason advised that the review included consultation with the Division's insurance provider, Youth-Safe, an external consulting firm specializing in youth offsite activity safety, and several urban and metro school divisions across Alberta. Feedback and recommendations gathered through the review informed updates to administrative procedures, forms, guidance materials, and approval processes.

Highlights included enhancements and refinements related to risk management, planning and approval processes, consent documentation, volunteer and supervisor expectations, training and certification requirements, electronic workflows, and oversight of local, provincial, national, and international activities. While some new requirements and forms have been introduced, many of the updates strengthen and clarify standardized practices that were already in place.

Jason noted that additional guidance materials are being developed to support staff in implementing the updated procedures. The revised framework has been designed to improve consistency, clarity, and efficiency while continuing to support the safe planning and delivery of off-site activities.

Discussion also included electronic consent processes, ability forms, supervision considerations, first aid requirements, record retention requirements, and Board approval requirements for certain national and international travel activities.

Enclosure No. 4 – Policy 720: Off-Site Activities

Enclosure No. 5 – 720 AP 001: Off Site Activities (New)

Enclosure No. 6 – 720 AP 002: Off-Site Activities: Local

Enclosure No. 7 – 720 AP 003: Off-Site Activities: Non-Local or Overnight

Enclosure No. 8 – 720 AP 004: Off-Site Activities: National

Enclosure No. 9 – 720 AP 005: Off-Site Activities: International

Enclosure No. 10 – 720 AP 006: Volunteers

Enclosure No. 11 – 720 AP 007: Community Coaches-Leaders

Enclosure No. 12 – 720 E 001: Consent for Off-Site Activities

Enclosure No. 13 – 720 E 002: Consent for Recurring Curricular Off-Site Activities

Enclosure No. 14 – 720 E 003: Consent for National-International Trips

Enclosure No. 15 – 720 E 004: Health Certification and Consent (Extracurricular)

Enclosure No. 16 – 720 E 005: Swimming Ability Form (New)

Enclosure No. 17 – 720 E 006: Alpine Skiing and Snowboarding Ability Form (New)

Enclosure No. 18 – 720 E 007: Off-Site Activity Risk Assessment (New)

Enclosure No. 19 – 720 E 011: Volunteer Acknowledgement of Risk and Consent Form

10. Items for Discussion

Alberta School Council Association Funding

The MHPSD finance department is in the process of applying for the 2026/27 - Alberta School Council Engagement (ASCE) Grant. The funds ($500) will be allocated to schools early December. School Councils should start making plans to spend the $500 in

accordance with the guidelines. Alberta School Council Engagement (ASCE) Grant. If the funds are not used, they are returned to the government.

Crestwood Chair, Amy Lepieur shared their success using the funding to have T-Shirts made that say, "Ask me how to join" or "Ask me how to be involved'. The hope is to recirculate the T-Shirts and reuse them. George Davison used the funds to create a welcome sign in different languages. The Access Pass is also an eligible use, click ASCA Access Pass for more information.

An Update to an Amendment to the Education Act

Cody Edwards, Acting Superintendent, provided an overview of upcoming changes due to *An Act to Remove Politics and Ideology from Classrooms and Amend the Education Act, 2026 (formerly Bill 25).* Compliance date means changes are in effect, but we have until December 1 (in most cases) to make the updates.

"Welcoming, caring, respectful…" language will be replaced with "a safe and caring environment that fosters and maintains respectful and responsible behaviours." Documents are being updated, and a list of affected documents will be compiled like the recent change from FOIP to POPA.

Some initiatives are awaiting further timeline updates (ie: Display of flags). Our Board Policy has been adjusted to adhere to the Amendment Act. School Authorities are going through the process of understanding and making all these mandated changes.

11. Items for Information

Trustee Reports

Trustee Catherine Wilson advised that trustees will be attending various school council meetings, not specific schools. This is beneficial when there are 3-4 school councils on the same night. She also requested that Chairs include **.trustees** when emailing agendas, if possible, as sometimes meeting dates and times change.

Annual Reporting – School Council

These reports are due September 30 each year. If your school has not yet submitted a report for 2025-2026, please do so. School Council Annual Report Template

The Information Station!

As a reminder: **School Councils** are ASCA Members and remind them to update their School Council Contact Information (if/when it changes) by completing this online form. It is this information used to create a login profile for the Members Only section.

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

- Wednesday, January 20, 2026 @ 7:00 p.m.
- Wednesday, March 10, 2027 @ 7:00 p.m.
- ASCA Annual Conference: April 2027 ** more details to come*
- Wednesday, May 12, 2027 @ 7:00 p.m.

ADJOURNMENT 8:04

School Council Parking Lot Conversations Division Council Chairs would like to create an opportunity for sharing ideas, processes and building relationships.

Discussion on Society vs. School Council and fundraising. All inquires are to be directed to our Director of Finance, Bailey O'Reilly.