


Medicine Hat Public School Division

601-1st Avenue SW, Medicine Hat, AB T1A 4Y7 | Phone 403.528.6701 | Fax 403.529.5339 | www.mhpsd.ca

COORDINATING COMMITTEE MINUTES

Attendance: Lyle Cunningham
 Dalyce Harrison
 Jerry Labossiere
 Dustin Look
Jason Peters - regrets
 Courtney Scott
 Sharon Stolz
 Rachelle Ulmer

Mark Davidson
 Tracy Hensel
 Ed Kruger
Amanda McGarry - regrets
 Corey Sadlemyer
 Yvonne Sissons
 Allan Thompson

Date: Monday, February 7, 2022

Time: 1:00 to 3:00 p.m.

Location: Via ZOOM

AGENDA ITEMS

1. **Call to Order** M. Davidson called the meeting to order at 1:00 p.m.
2. **Treaty Land Acknowledgement**
3. **Adoption of Minutes**

Adoption of the minutes of the Coordinating Committee meeting held on December 6, 2021. [December 6, 2021 - CC Minutes](#) Motion to approve from Yvonne Sissons – carried.

4. **Items for Discussion**

Draft 2022-2023 Division Calendar

The Board made a decision at the January 25 Board Meeting to return to the semester system and the Division Calendar was created to suit.

It was noted that the draft division calendar is reviewed by the Board before being circulated to Administrators, Coordinating Committee, Schools and School Councils for consideration and feedback. L. Cunningham went over highlights of the Calendar and requested any feedback before the end of February.

Each year there is an attempt to align instructional days with the other Divisions in our area but there are some differences.

L. Cunningham noted the following concerns over professional development days being moved from Fridays to Mondays: extends February and April breaks where childcare may be an issue; Monday could be difficult for families that switch parenting roles week to week; could cause an increase in absences as sports tournaments etc. cause absences on Fridays already; teacher engagement potentially better on Friday vs. Monday.

It was also mentioned that beginning the school year with a full 5-day week in September is tough on students, specifically at the elementary level.

The November break was implemented a few years ago due to staff fatigue and Covid-19. It was suggested that the November break be a full week instead of 3 days in one week and then the Monday of the next week. Parents are concerned about finding childcare.

Christmas Break for 2022-2023 is planned to begin mid-week again as requested so that families can travel or better prepare in advance of Christmas Day. There were comments on the break beginning on the 19th and returning on January 2, 2023.

L. Cunningham thanked everyone for their suggestions and will take them into consideration when finalizing the calendar.

Teachers Voice Update

This committee met on January 20, 2022. An update was enclosed for review and discussion. There were no comments from the group on the document presented.

Policy 546: COVID-19 Harm Reduction

Conversation about the policy and concerns about availability of tests.

This policy is still currently in effect. If there is a change in health restrictions, the Board will have to consider the policy, the clarity of provincial guidelines and the position of our local and provincial ATA.

If there are updates required, the Board will have to approve. The Board would, if necessary, call a special meeting to ensure updates are made and communicated in a timely manner.

5. Items for Information

The Hub and Pathways are on the Move

T. Hensel advised the committee on the relocation of the Hub and Pathways Program. Facilities has been working hard to prepare the space which is located on South Railway Street. The move is planned to occur during the February break with February 28 being their first day operating in the new space. A grand opening will be planned once the relocation has occurred. Warren Buckler will be the Principal on-site. Both the Hub School and the Pathways Program are looking forward to the shared space.

Alternative Suspension Program

The YMCA has received funding to support an Alternative Suspension Program in Medicine Hat. The YMCA Alternative Suspension Program's goal is to reduce future suspensions and disciplinary sanctions by offering participants an opportunity to turn their time away from school into a positive experience that encourages person growth, the development of social skills and autonomy.

T. Hensel presented information on the Alternative Suspension Program that is set to begin on March 1, 2022. The Program is offered across Canada, can accommodate 6-8 students at a time, and is focused on students ages 12 to 17 with a 3 to 5-day suspension. Students can attend on more than one occasion.

The Program will be available Monday to Friday from 8:00 a.m. to 4:00 p.m. at the space previously used for Pathways (770 - 1st Street SE). The morning will be dedicated to school work and afternoons focusing on mental health and other supports. The YMCA will work with school administrators to ensure communication supports a successful transition to the program, as well as daily communications on student progress.

Guidelines for Communication

Developed last year, we held off implementation until we were well into the school year. There was so much going on early that we felt the need to delay adding to what was a 'communications heavy' period of the school year.

Enclosure No. 3 – [Guide to Good Communication for Parents](#)

Enclosure No. 4 – [Guide to Good Communication for Staff](#)

This information was also shared with our new website correspondence, our recent registration communication and through school wellness committees.

Grad 2022

M. Davidson indicated that schools should be comfortable with planning traditional grad activities. However, they should to plan for contingencies such as capacity, distancing, masking and the requirement to implement the Restriction Exemption Program (REP).

Attendance Support Program

S. Scahill is the Division Health, Wellness and Attendance Advisor. She provided an update on the attendance data from September 1, 2022 to February 2, 2022, with prior year comparisons including: covid sick leave (working from home and care of dependents), general sick leaves and medical appointments.

Policy 542: Attendance was implemented in January 2019. The policy applies to non-covid absences greater than 12 days. There is currently only 1 absence in this category needing support, others have accommodations in place or are being managed by human resources.

Staff Absences

L. Cunningham provided an update on staffing. He shared a summary of leave information since January 10, 2022 indicating the types of leaves. Most of the increase were Covid-19 related.

There have been some shortages of substitutes more so educational assistants. The HR department is interviewing for potential hires of suitable teacher and EA subs to increase our availability.

Shortages are trending downward but could increase again. Our Schools have managed well to avoid moving to online learning.

Our Next Meeting on April 4, 2022

Our next meeting will include conversations about the Budget and its impact on policy considerations, practice and programming.

6. New Website

C. Sadlemyer discussed the launch of the new MHPSD website. One benefit is that it allows us to manage documents accessible to staff only and public facing documents.

The new website is user friendly and documents are easily accessible.

Congratulations to all those involved in the development of the new website!

7. Future Meeting Dates

- April 4, 2022
- May 16, 2022

ADJOURNMENT 2:06 p.m.