

MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at Catholic School Board Office, 1251 – 1st Avenue S.W., Medicine Hat, Alberta on January 10, 2017 @ 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Peter Grad	Trustee
Dick Mastel	Trustee
Regina Durst	Trustee
Robert Risling	Trustee
Joe Colistro	Superintendent of Schools
Chuck Hellman	Associate Superintendent Human Resources
Greg MacPherson	Secretary Treasurer
Hugh Lehr	Associate Superintendent Learning Services
Jill Wilkinson	Religious Education Coordinator
Terri Ball	Director of Early Childhood Services
Della Dewald	Executive Assistant & Corporate Communications
Derrian Hallas	Communications Officer

OPENING PRAYER

Note: The meeting was opened with prayer led by Dick Mastel, Board Chair. Mr. Mastel welcomed all those in attendance including Prinicipal, Mrs. Erika Bodnaruk and Vice-Principal, Mrs. Aura Jess from Mother Teresa School and all others in the gallery.

APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING

3155 Motion. Regina Durst: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Minutes of the Regular Board Meeting dated December 13, 2016".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3156 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Action Agenda dated January 10, 2017 as amended".

Note: Add: Meeting with New Bishop, under the ACSTA Report .

Carried unanimously.

APPROVAL OF THE NON-ACTION AGENDA

3157 Motion. Robert Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Non-Action Agenda dated January 10, 2017 as circulated".

Carried unanimously.

PRESENTATIONS – SCHOOL EDUCATION PLANS 2016 -2017

Note: This year, each of our 9 Catholic Schools will present their 2016/17 School Education Plans to the Board. Mother Teresa School presented their plan via a video presentation at the January Board meeting. The School focused the presentation on the integration of the Division's 7 Strategic Priorities:

1. Increasing Student Engagement by foster and developing relationships between students, parents, staff, parish and community;

2. To Enhance Catholic Identity;
3. To enhance student learning through actions that reflect the values of inclusive education;
4. Provide a welcoming, caring, respectful and safe learning environment;
5. To enhance and foster a love of the fine arts;
6. To foster the Catholic spirit of athletics;
7. To develop a vision for the use of technology support student learning.

Thank you to the staff, parents & students at Mother Teresa School the Board is impressed with your commitment and the exceptional work being done at your school to integrate the strategic priorities.

CORPORATE COMMUNICATIONS

Note: **Toonies for Tuition** - Letter from ACSTA
Diocese of Calgary - Bishop Henry Resignation
Math Supports – Announcement from Minister, David Eggen
Alberta Electoral Boundaries - Commission – Letter to public bodies in the province.
Modernized Municipal Government Act – Letter from St. Paul Education Regional Division No. 1
Young Artists Inspired by Nature – Monsignor McCoy High School art students have works on art on display at the exhibition.

APPENDIX “A”

BOARD WORK PLAN

Note: **IMR APPROVAL** – This item was deferred from December 2016. This items will be deferred to February 2017 to allow for further assessment of the requirements of certain facilities.

SPECIAL BOARD MEETING

3158 Motion. Robert Risling: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education hold a Special Board Meeting on Thursday, January 12, 2017 at 5:30 p.m. to approve 3rd Reading for the addition of a 5th Trustee”.

Carried unanimously.

NAMING OF ST. JOHN PAUL II SCHOOL

Note: Background: In the motion from June 2016, the name of the School was “x” in the motion with the name of the school to be revealed at the sod-turning on June 21, 2016.
June 14, 2016 Regular Board Meeting Motion.
3115 Motion. Peter Grad. “*THAT the Board of Trustees for the Medicine Hat Catholic Board of Education name the new 250-Seat Catholic Elementary School in Southlands X and that the name of the School be withheld until the day of the Sod-Turning Ceremony on Tuesday, June 21, 2016*”. The name of the School announced on Tuesday, June 21, 2016 as per the Media Release.

Note: The Board of Trustees will amend motion # 3115 to restate the name of the school.

3159 Motion. Peter Grad: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education name the new 250-Seat Catholic Elementary School in Southlands St. John Paul II”.

Carried unanimously.

MONSIGNOR MCCOY MODERNIZATION

Note: **Construction** –A handout was circulated with an update of the modernization. Work continues on the Gymnasium Addition and Reconstruction. The concrete floor is poured, it will now cure for 28 days, at which time the hardwood floor will be installed. Work is progressing well on the main floor of the new wing. On the second floor of the north

wing, the new barrier free washrooms are being constructed. The elevator shaft work continues. Delivery and installation of the elevator is expected soon. The next phase will be the demolition of the existing weight room and change rooms facilitating the transformation of the small gymnasium into the new Central Gathering Space, Auxillary Gymnasium and Exercise Facility. Modernization completion is proposed for spring of 2017.

- Note: **Fundraising** –The fundraising total is now over \$230,000. We are now over \$230,000...this is very exciting.
- We have received a couple of online donations since making donations available on the division program schoolcashionline (found on the division and school websites by clicking the shopping cart).
 - We may wish to consider a second hard copy mailer circulated to our schools in the backpacks and to our parish community. We can write it as an opportunity to still be part of our legacy.
 - We've talked about our next steps to formalize the process for establishing what the Donor Displays will look like at the school.
 - o In the meantime, we are gathering ideas to see what others have done, get some photos and samples. We could engage the members from the original committee at the outset of the Modernization Fundraising of the original committee; we can also put out a call to our Parent Association, a member or two of our DLT, Senior Admin and a Trustee representative.
 - o The names of all donors are highlighted on the Division Website with each name published in the most recent version of the Board Bulletin, circulated within the parish community and in the School Newsletters.

APPENDIX "B"

SOUTHLAND ELEMENTARY SCHOOL – ST. JOHN PAUL II SCHOOL

- Note: **Construction** –Significant Activity is occurring on-site including the installation of the Steel Roof Deck. November 1, 2017 is the proposed project completion date. We are continuing regular meetings with Wahl Construction..

APPENDIX "C"

SUPERINTENDENT OF SCHOOLS – Joe Colistro

- Note: **CCSSA** – CCSSA Marks of an Excellent Catholic Leader – document was approved as a CCSSA resource at the November 17 CCSSA meeting. The document will be reviewed with the Division Leadership Team at the January DLT meeting. The document has been created as a supplementary resource for leaders in Catholic Education. Building on the document The Excellent Catholic Teacher (CCSSA, 2015), The Marks of an Excellent Catholic Leader begins with the premise that superb Catholic school leaders are also master Catholic teachers. While embracing the essence of teaching excellence, this treatise goes beyond teaching to address the roles and responsibilities of both Catholic school and Catholic district leaders.
- Note: **Strategic Planning Meeting Spring 2017** – Annually we set priorities to help us complete our Education Plans. Trustees, Central Office Admin, Parent Association and Staff will be part of the committee, approximately 30 people participated last year. It is part of the Board's Work Plan. We will have a meeting on Tuesday, March 28, 2017 from 4 – 6 pm at the board office. We will send invitations to participants.
- Note: **Edwin Parr Teacher Award** – Congratulations to last years ASBA Zone 6 Edwin Parr winner Teressa Sherk. Again this year, we are looking for nominations from our Division for this prestigious 1st year teacher award. Nominations need to be submitted by February 28, 2017.

Note: **Presentation to ASBA Zone 6** – We have been invited to the ASBA Zone 6 to give a presentation about our Mental Health Strategy. We plan to make the presentation at the regional meeting in January or February 2017.

APPENDIX “D”

INTERNATIONAL FIELD TRIP

Note: No report.

COMMUNICATIONS

Note: **Corporate Communications** – The January 2017 report is attached as an appendix to the minutes.

Note: **School Communications & Social Media** – The January 2017 report is attached as an appendix to the minutes.

APPENDIX “E”

ASSOCIATE SUPERINTENDENT HUMAN RESOURCES – Chuck Hellman

Note: Last year (March 2016) the Board approved the Gradual Retirement Plan for a one year period. The division had two teachers take advantage of the program. In the two years the GRP has been offered, we have had 3 teachers access the program. During that same time period, we have had 4 teachers retire outright. The Board planned to review the GRP for the 2017-2018 school year and decide if it will be offered for the 2017-2018 school year.

GRADUAL RETIREMENT PLAN

3160 Motion. Robert Risling: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education offer the Gradual Retirement Plan for the 2017 – 2018 school year”.

Carried unanimously.

SECRETARY-TREASURER – Greg MacPherson

Note: **2016 – 2017 Infrastructure Maintenance Renewal (IMR Plan** – It is noted that this item will be deferred to the February 2017 Board Meeting.

NEW TRUSTEE POSITION - FIRST READING BYLAW

Note: First Reading by-law 2017/01 which establishes electoral wards and increases the number of Trustees and replace by-law 2010/01 – Electoral Wards Bylaw, subject to ministerial approval.

Note: The Trustees will vote on their proposal to increase the number of Trustees in the Division. This will involve first and second readings a replacement bylaw.

3161 Motion. Regina Durst: “BE it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education consider and pass for 1st reading by-law 2017/01 which establishes electoral wards and increases the number of Trustees and replace by-law 2010/01 – Electoral Wards Bylaw, subject to ministerial approval.

The bylaw reads as follows:

WHEREAS Bow Island Roman Catholic Separate School District No. 82 (Ward 2) was withdrawn from Medicine Hat Catholic Separate Regional Division No 20 and added to Holy Spirit Roman Catholic Separate Regional Division No 4 as per Ministerial Order 012/2014;

AND WHEREAS the Board of Trustees of Medicine Hat Catholic Board of Education is desirous of replacing Electoral Ward Bylaw 2010/01 to reflect the revised boundaries for the regional division, confirm the establishment of one ward for the regional division, and increase the number of trustees in that ward:

AND WHEREAS the School Act, RSA 2000, C.S-3, specifically section 262 (5), authorizes the board of a division, with the approval of the Minister, to amend or replace a bylaw providing for the nomination and election of Trustees by wards or electoral subdivisions;

AND WHEREAS the School Act, RSA 2000, C.S-3, specifically section 247, allows the Minister to vary the number of Trustees to be elected for each ward;

AND WHEREAS the Board of Trustees for the Medicine Hat Catholic Board of Education has undergone a public consultation process regarding increasing the number of Trustees and retaining the same electoral boundaries for the remaining ward;

NOW THEREFORE, in accordance with Section 262 of the School Act and subject to the approval of the Minister, Electoral Ward Bylaw 2010/01 is hereby repealed and replaced with the Electoral Ward Bylaw 2017/01.

AND, Medicine Hat Catholic Board of Education shall be comprised of the wards as follows with such wards to be in effect for the October 2017 Trustee elections:

1. Electoral Ward 1 (The Medicine Hat Roman Catholic Separate School District No 21 Ward) shall be comprised of the following lands:
 - a. Township 11, Range 4, West of the 4th Meridian
Sections 29 to 32 inclusive
 - b. Township 11, Range 5, West of the 4th Meridian
Sections 25 to 36 inclusive
 - c. Township 11, Range 6, West of the 4th Meridian
Sections 25 and 26; Sections 31 to 36 inclusive; East half of Section 27;
Northwest quarter of Section 30
 - d. Township 12, Range 4, West of the 4th Meridian
Sections 5 to 8 inclusive; Sections 17 to 21 inclusive; Sections 28 to 33
inclusive
 - e. Township 12, Range 5, West of the 4th Meridian
Sections 1 to 36 inclusive
 - f. Township 12, Range 6, West of the 4th Meridian
Sections 1 to 36 inclusive
 - g. Township 13, Range 4, West of the 4th Meridian
Sections 5 to 8 inclusive; Sections 17 to 20 inclusive; Sections 30 and 31
 - h. Township 13, Range 5, West of the 4th Meridian
Sections 1 to 36 inclusive
 - i. Township 13, Range 6, West of the 4th Meridian
Sections 1 to 30 inclusive; Sections 33 to 36 inclusive
 - j. Township 14, Range 5, West of the 4th Meridian
Sections 3 to 9 inclusive; Sections 15 to 18 inclusive; Those portions of
Section 2, 10, 13 and 14 lying North and West of the South Saskatchewan
River.
 - k. Township 14, Range 6, West of the 4th Meridian
Sections 1 to 4 inclusive; Sections 9 to 16 inclusive

The number of Trustees to be nominated and elected from each ward shall be as follows:

Electoral Ward 1: Five (5) Trustees nominated and elected at large".

Carried unanimously.

NEW TRUSTEE POSITION – SECOND READING BYLAW

Note: Second reading by-law 2017/01-Electoral Wards Bylaw replacing Bylaw 2010/01-Electoral Wards Bylaw.

3162 Motion. Peter Grad: “BE it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education consider and pass for second reading by-law 2017/01-Electoral Wards Bylaw replacing Bylaw 2010/01-Electoral Wards Bylaw”.

Carried unanimously.

Note: Third Reading of the Bylaw will be presented at the January 12, 2017 Special Board Meeting.

BUDGET PLANNING-ASSUMPTIONS

Note: A Budget Assumption document for 2017 – 2018 was circulated. A review of Funding and Expenditures were presented.

APPENDIX “F”

2017 – 2018 SCHOOL FEES

Note: The planning for the determination of the 2017 – 2018 schools fees will commence with an expected date for Board Approval in March or April 2017.

ASSOCIATE SUPERINTENDENT LEARNING SERVICES – Mr. Hugh Lehr

LEARNING SERVICES BUDGET

Note: A detailed review of the Learning Services Budget was presented to the Board for information. Monies are provided to School Boards, and then Boards determined their spending. Trustees noted it is important for them to advocate for funding for our students. It is good to know the funding model is better than it used to be.

Note: Severe File Review – Annually we perform a “Severe File Review” in which schools submit cases for learning assistance classroom support. Schools submit a: *student needs assessment, matrix for support and summary of school functioning*. Currently we have 73 students that meet the Special Education coding Criteria set out by Alberta Education for a code 40 allocation. We currently fund 43 FTE’s of support to meet the needs of this population.

DIRECTOR OF EARLY CHILDHOOD SERVICES –Terri Ball

Note: **No report.**

RELIGIOUS EDUCATION – Jill Wilkinson

Note: **Blueprints and SPICE** – If you plan to attend, please contact Jill as soon as possible. This year the SPICE retreat will be held April 27th to 30th and the Blueprints Retreat will be held May 2nd to 5th at the Delta Lodge in Kananaskis. Both retreats will feature David Wells.

Note: **Week of Prayer for Christian Unity 2017** - Every year between January 18 and January 25, Christians around the world are invited to celebrate a week of prayer for the unity of all Christians. This year, we rejoice to pray with the Christians of Germany who have chosen as their theme “Reconciliation - The Love of Christ Compels Us” inspired by 2 Corinthians 5:15-20.

APPENDIX “G”

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Mrs. Regina Durst

Note: Annual General Meeting is scheduled for January 17, 2017. The general public is welcome to attend.

Representative to ACSTA – Mr. Dick Mastel

Note: Last meeting was held at the AGM in November. We will develop a letter from MHCBE to Bishop Henry to nominate him for the Canadian Catholic School Trustees' Association (CCSTA) Justice Higgins Award. The deadline is Jan 15th. This award is the highest honour provided by the CCSTA; it reflects recognition of an exceptional contribution to Catholic education in this country.

We will send a message to the Diocese of Calgary to arrange a meeting with the New Bishop sometime after the Installation. We plan to send a delegation to the Installation of the new Bishop on Monday, February 27, 2017 at 7:30 p.m. at the St. Mary's Cathedral in Calgary. We will watch for the invitation information from the Diocese.

Representative to Teacher Board Advisory Committee – Reverend Mr. Robert Risling

Note: No report.

Representative to ASBA Zone 6 – Mr. Peter Grad

Note: Next meeting is Wed. Jan 11, 2017. Our Division, will be making a presentation at the ASBA. Hugh Lehr will lead the presentation about our Mental Health Strategy. Dick and Peter will attend. Joe, Hugh and Chuck will attend as well. Meeting at Holy Spirit Office in Lethbridge.

Representative to Support Staff Board Advisory Committee – Mrs. Regina Durst

Note: No report.

Representative to Parent Association – Mr. Peter Grad

Note: Next meeting is February 27, 2017 at 7 pm at the Board Office.

Representative to Salary Negotiations – ATA – Mr. Peter Grad

Note: No report.

Representative to Salary Negotiations – CUPE – Mr. Dick Mastel

Note: No report.

Representative to CUPE Staff Board Advisory – Reverend Mr. Robert Risling

Note: Next meeting is January 30, 2017.

Representative to Spiritual Leadership Scholarship Board Representative – Mrs. Regina Durst.

Note: No report.

Representative to Student Board Advisory Committee – Mr. Dick Mastel

Note: A meeting will be arranged for January or February 2017.

Representative to C2 Adhoc Committee – Reverend Mr. Robert Risling

Note: We may choose to dissolve the C2 Adhoc Committee.

Representative to Monsignor McCoy Modernization (Adhoc) Committee – Mrs. Regina Durst

Note: A meeting is set for January 13, 2017 at 9 am at the Board Office to review the next steps regarding the Modernization planning for donor recognition and School Open House to showcase the modernization.

Representative to School Parish Relations Committee (Adhoc) Committee – Mr. Robert Risling

Note: Next meeting is January 19, 2017. We may choose to move this committee to a Standing Committee and remove Adhoc reference.

CLOSING PRAYER

Note: The meeting closed with prayer led by Robert Risling.

ADJOURNMENT

Note: The regular meeting was called adjourned by the Board Chair.

Note: The meeting adjourned at 8:27 p.m.

Dick Mastel, Board Chair

Della Dewald, Executive Assistant