

**MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at Catholic School Board Office, 1251 – 1<sup>st</sup> Avenue S.W., Medicine Hat, Alberta on June 13, 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 Trustee Robert Risling. The Board Chair welcomed the Gallery and the Media.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING**

3214 Motion. Peter Grad: "THAT the Minutes of the Regular Meeting held May 09, 2017 be approved as circulated".

Carried unanimously.

**APPROVAL OF THE ACTION AGENDA**

3215 Motion. Regina Durst: "THAT the Action Agenda dated June 13, 2017 be approved as amended".

Note: Addition Item #12.8 Legal Matter

Carried unanimously.

**APPROVAL OF THE NON - ACTION AGENDA**

3216 Motion. Robert Risling: "THAT the Non-Action Agenda dated June 13, 2017 be approved a circulated".

Carried unanimously.

**CORPORATE COMMUNICATIONS**

Note: **Alberta Education FAQ regarding Bill 1 – An Act to Reduce School Fees.** The Board reviewed the information as presented. The Board will provide the School Board requirements including policies and schedules to the Minister on an annual basis. The Board will no longer charge for textbooks and printing and copying. This information will be communicated to parents including information about fee waivers.

**APPENDIX "A"**

**BOARD WORK PLAN**

Note: **Board Work Plan 2017 – 2018** – The Board Chair and Senior Administration will develop the 2017 – 2018 Work Plan. The Board will approve it'a annual Work Plan at the September 12, 2017 Board meeting.

Note: **Board Meetings** – No summer meeting is scheduled; unless at the call of the Chair. The next regularly scheduled Board Meeting is Tuesday, September 12, 2017. It is noted there is a Special Board Meeting on June 27, 2017.

Note: **Meeting with Bishop McGrattan** – The Board plans to meet annually with the Bishop from the Diocese of Calgary, We are currently awaiting a reply from the Bishop's Office to arrange a meeting either for the fall or spring, in either Medicine Hat or Calgary.

Note: **Retirees 2017** – The Board of Trustees hosted a special evening the Retirees on Monday, June 12, 2017. This was an opportunity to extend a heartfelt thank you to each employee and to acknowledge their years of service and dedication to the division. The Board reported it was a wonderful evening. Congratulations, Wanda Simmons, Joan Kaupp, Greg Martin, Ray Hoger, Catherine Brown, Lois Gagley, Brian Stonehouse, Kym Porter, Annette Fraser, Angela Turner, Ljiljana Kalember, Doug Grimm.

### **MONSIGNOR MCCOY MODERNIZATION**

Note: **Construction** - We are hopeful the majority of the remaining modernization and construction work will occur during the upcoming summer months.

Note: **Fundraising** – We are hoping to prepare a backpack circulation to send home in early fall with updates about the modernization including photos. Once we return in the fall, we will determine when the Open House might be scheduled. We are excited to be planning for the Donor Wall dedications.

### **ST. JOHN PAUL II SCHOOL**

Note: **Construction** – The shell of the building is up with construction completion tentatively proposed for late fall. With all of the conversation regarding nutrition programs, we decided to make sure the school is equipped with an adequate space to offer the program. We have doubled the size of the servery. The government has announced a Playground Fund for new schools, St. John Paul II certainly would qualify for the funding. We are also working with the City to salvage the playground that was there, currently stored at BLUEIMP, it will be reinstalled by the City. Trustees and Administration did have a quick tour of the school recently.

### **SUPERINTENDENT OF SCHOOLS – Joe Colistro**

Note: **Nutrition** - 14 school boards participated in the Nutrition pilot for the 2016/17 school year, each receiving \$250,000 in grant funding. These boards will continue to receive \$250,000 for the 2017/18 school year, while the remaining 46 school authorities will each receive \$141,000 in grant funding to implement the program. Funds are provided to establish or enhance existing nutrition programs and will be targeted for the provision of nutritional meals, including costs associated with ordering, preparation and delivery. We plan to roll out our program September 1, 2017 at St. Louis School with the possibility of a second school for the fall as well.

Note: **Division Leadership Team Meeting** – We meet once per month with our division leadership team, we are planning to add a 2<sup>nd</sup> meeting per month focused on Professional Development and Faith Formation. Our first meeting of the year is August 30, 2017.

Note: **International Education** – We have two students coming from Japan. We will be looking for Homestay Host Families from October 2 to the end of December 2017. Homestay families act as the Custodian for the student for the duration of their stay, they get paid \$700 per month.

Note: **Meeting with the Bishop** - On June 14th the Superintendents in Southern Alberta will have the opportunity to meet with Bishop McGrattan Diocese of Calgary. The Superintendents are excited about this initial meeting and the opportunity to become more familiar with the new Bishop. The Superintendent will report to the Board in September on the outcome of the meeting.

## COMMUNICATIONS

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

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

## APPENDIX “B”

### ASSOCIATE SUPERINTENDENT HUMAN RESOURCES – Chuck Hellman

Note: **Accountability Pillar Survey Results** – As part of the Accountability Pillar, Alberta Education surveys teachers, students and their parents. The survey data helps to gather information on the quality of education provided by school authorities and their schools. Teachers and students complete surveys online. Parents get a survey by mail. In public, separate and francophone schools, all teachers, grade 4, 7 and 10 students and their parents are surveyed. We post our Accountability Pillar Results. Excellent results overall. This is an indication that Trustees are ensuring the schools are getting the supports they need.

## ERIP APPLICATION

Note: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Early Retirement Incentive Plan application, in accordance with Article 14 of the ATA Collective Agreement for Employee #10165 in the amount of \$20,000 for June 30, 2017”.

## MOVE IN-CAMERA

3217 Motion. Regina Durst: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education move In-Camera”.

Carried unanimously.

Note: The Board moved In-Camera at 7:12 pm

## MOVE OUT OF IN-CAMERA

3218 Motion. Peter Grad: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education move out of In-Camera”.

Carried unanimously.

Note: The Board moved out of In-Camera at 7:22 p.m.

Note: No action on the item. No motion was made.

## SECRETARY-TREASURER – Greg MacPherson

Note: **Ministerial Order** – The Minister has approved the Board’s request for the 5<sup>th</sup> Trustee position as well as the change to the jurisdiction name and the retention of the corporate name. The 5<sup>th</sup> Trustee will be in effect for the October 16, 2017 School Board Elections. MHCBE will revert back to being a School District as opposed to a Regional Division. This is from the withdrawal of the Bow Island Roman Catholic Separate School District No. 82. The Medicine Hat Roman Catholic Separate School

District #21 is re-established effective September 1, 2017 to encompass the geographic boundary and all the assets and liabilities.

#### APPENDIX "C"

Note: **ACSTA Resolutions** – Presented for information. Resolutions for the AGM need to be submitted by September 19, 2017.

Note: **2016 – 2017 Third Quarter Update** – An update was provided for information only for the period of September 2, 2016 to May 31, 2017. Revenues and Expenditures are on target at 79% and 77% of the budget. It is noted School Generated Funds should only be used for the purpose of what the funds were collected for. Regarding the school fee process, we can't change fees unless they are on the schedule. The ministry guidelines state if schools are raising funds for a particular purpose, it should be used for that purpose. Any increase in excess of 5% needs ministry approval.

#### IMR UPDATE

Note: **Monsignor McCoy High School** - Up to \$11,000 between IMR and Monsignor McCoy School Generated Funds may be needed to expand the number of badminton courts from three to six. This is also for the logo and signage to be placed on the floor for school identification.

Note: **Mother Teresa School** – Up to \$20,000 needed for additional costs due to increased cement costs for the replacement of certain sidewalks and expansion for barrier free access.

Note: **St. Michael's School** - Up to \$2,000 for certain modifications (knock out cinder block) needed at the school to recreate access to a room.

3219 Motion. Regina Durst: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve an increase to the IMR Budget up to \$29,000 for the projects listed above and for up to \$4,000 from the Monsignor McCoy School Generated Funds for the gym floor logos and lettering.

Carried unanimously.

#### APPENDIX "D"

Note: **Grounds Contract** – The Grounds Contract with SD76 has been signed for the year. This is January to December. Presented for information only.

#### APPENDIX "E"

Note: **School Resource Officer** – The School Resource Officer Agreement has been signed for the upcoming school year with Medicine Hat Police Service. Presented for information only.

#### APPENDIX "F"

Note: **North Flats Neighborhood Association** – St. Louis School will continue to be used for the North Flats Neighbourhood Association Summer Program as per the Agreement. Presented for information only.

#### APPENDIX "G"

#### LEGAL MATTER

3220 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education in the matter 2017060011 engage with Alberta School Boards Association".

Carried unanimously.

## **LEASE OF FORMER ST. LOUIS SCHOOL TO CAPE**

3221 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the lease extension of the former St. Louis School to CAPE to expire July 31, 2018".

Carried unanimously.

## **APPENDIX "H"**

### **ASSOCIATE SUPERINTENDENT LEARNING SERVICES – Hugh Lehr**

Note: **SLA-PAT Update** – SLA's were the replacement for Grade 3 PAT's, we did participate in the pilot. Last year only 20 boards in the province participated, now, it 's left up to individual Teachers if they choose to use it. As a division, we are looking to develop a common form of assessment division-wide in grade 3. For PAT's next year; we've been given a window in which to administer the test. We are in communication with the province regarding time allocation. Alberta is one of the last provinces that has provincial exams.

### **DIRECTOR OF EARLY CHILDHOOD SERVICES – Terri Ball**

Note: **Program Unit Funding** – We have received confirmation that based on the review of our documentation submitted, all files contained the necessary information for PUF approval.

### **RELIGIOUS EDUCATION COORDINATOR – Jill Wilkinson**

Note: **Faith Formation Day** – September 1, 2017. Mr. David Wells is our guest speaker, we are so very lucky to have him do a presentation in Medicine Hat. We have sent an Agenda to Staff along with parking passes for the MH College for the morning of the event. The afternoon will continue with the Employee Recognition Program and the Mass at Holy Family Parish. We will add a "thank you message" to the invitation to the Medicine Hat Catholic Schools' Education Foundation for sponsoring David Wells. We will be inviting parishers to the event.

## **COMMITTEE REPORTS**

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

Note: Our meeting was held on May 16, 2017, we had presentations from those that attended the SPICE Conference. There will also be a presentation from St. Mary's musical. We have not received any School Enhancement Grant Applications to-date. The Foundation was pleased to announce it will sponsor Mr. David Wells for staff Faith Formation Day on September 1, 2017. The next meeting is September 19, 2017. The MH Catholic Schools Education Foundation golf tournament was excellent. 85 golfers attended. A very nice day.

### **Representative to ACSTA – Mr. Dick Mastel**

Note: There have been FOIP requests send to the U of A regarding Trinity Western Case. The student produced videos GRACE winners have been announced. The ACSTA has hired Dentons to review the Strategic Plan; we will be working with the advocacy committee, it will be funded from public relations budget, it was a unanimous vote to use funds up to \$30,000. There was a motion at ASBA Spring General Meeting on whether or not we should be applying for intervenor status on the Theodore Case, the Trustees voted in favor. Father Leonard will be the guest speaker at Blueprints and SPICE in 2018. CCSTA is in Canmore this year, we may decide to put funds away to plan to attend, there will be Trustee colleagues from across the country attending.

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

Note: It is noted that issues that have arisen are being handled, no meeting has been scheduled.

**Representative to ASBA Zone 6 – Mr. Peter Grad**

Note: The ASBA SGM was attended by Mr. Grad and Mr. Mastel in Red Deer June 4-6, 2017. The Zone meeting is scheduled for Wednesday, June 14, 2017 in Lethbridge.

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

Note: No report.

**Representative to Parent Association – Mr. Peter Grad**

Note: Trustee Risling reported on the meeting. Candace Lambert attended the ASCA. The last meeting was held at Monsignor McCoy on May 29, 2017, the group got a sneak peek at the modernization. The school is coming along, in addition there is much excitement about High School ReDesign. The foods lab prepared food for the Parent Association group. Mrs. Lambert reported there were over 300 school councils representatives including 40 Trustees at the AB School Council Association Conference (ASCA). There are webinars offered every Wednesday for parents to access from the Association. Mr. Colistro reported on the AB Education Nutrition Program that will be launched in the fall in our division. The next meeting will be September 25, 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: A meeting was recently held including CUPE Representatives and our Facilities and Operations Supervisor. We talked about FOB's relating to working alone legislation. We do have issues with the range of the FOB's, we've been investigating other products. In order to mitigate the working outside alone doing snow removal, we've adjusted the start time. We are developing a monthly log of playground equipment checklist maintenance. We also discussed having OH&S as a standing item. The next meeting is December 04, 2017.

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

Note: No report.

**Representative to Student Board Advisory Committee – Mr. Dick Mastel**

Note: Trustee Absent. No report.

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

Note: We will plan for an Open House this fall to highlight the modernization and to acknowledge our donors. Our communications department is updating our Monsignor McCoy Alumni social media page to keep our followers informed of the modernization. We plan to invite followers to any events we plan to host at the School.

**Representative to School Parish Relations Committee Committee – Mr. Robert Risling**

Note: We had three meetings this year. We used the Growing Forward document to facilitate discussions. Archbishop Miller identified 5 key factors to authentically identify a Catholic school. This committee has done some excellent work with practical outcomes and has supported schools in various ways. We hope in the new year, Parent Association could use the Growing Forward document. We could offer a type of PD prior to every Parent Association meeting to review the document. In the new year, our committee will transform to going to the schools to make presentations, bring what we are doing into the schools.

**CLOSING PRAYER**

Note: The meeting closed with prayer led by Peter Grad.

**ADJOURNMENT**

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

Note: The meeting adjourned at 9:03 p.m.

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Dick Mastel, Board Chair

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Della Dewald, Executive Assistant