

MINUTES OF THE REGULAR MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION HELD AT THE CATHOLIC EDUCATION CENTRE 1251 – 1ST Avenue SW., Medicine Hat, Alberta on December 11, 2007 @ 7:30 P.M.

TRUSTEES AND OFFICERS PRESENT

Stan Aberle	Chair
Jodi Churla	Vice-Chair
Peter Grad	Trustee
Kelly Van Ham	Trustee
Ken Arthur	Trustee
David Leahy	Acting Superintendent
Christopher Smeaton	Deputy Superintendent
Sherrill Fedor	Associate Superintendent Student Services
Bernie Girardin	Secretary Treasurer
Della Dewald	Executive Assistant

OPENING PRAYER

Note: The meeting began with prayer led by Mr. Peter Grad.

Note: The meeting was called to order by Stan Aberle. Mr. Aberle thanked Miss Cassidy Sauve and her family for attending the meeting.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING

2096 Motion. Kelly Van Ham: "THAT the Minutes of the Regular Board Meeting held November 13, 2007 be approved as circulated".

Carried unanimously.

APPROVAL OF THE MINUTES OF THE SPECIAL BOARD MEETING

2097 Motion. Peter Grad: "THAT the Minutes of the Special Board Meeting held December 06, 2007 be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

2098 Motion. Jodi Churla: "THAT the Action Agenda dated December 11, 2007 be approved as amended".

Amendment: Wording Change: Item #13 should read: Central Office Review.
Addition: Acting Superintendent Appointment as Item #24
Move: Item #24 to Item #7 following the presentation

Carried unanimously.

APPROVAL OF THE NON-ACTION AGENDA

2099 Motion. Ken Arthur: "THAT the Non-Action Agenda dated December 11, 2007 be approved as circulated".

Carried unanimously.

PRESENTATION OF A STUDENT AMBASSADOR AWARD

Note: The Board of Trustees presented Miss Cassidy Sauve a former student of St. Patrick's School now at Notre Dame, with a Student Ambassador Award. Mr. Mel Deydey, Vice-Principal of St. Patrick's School was in attendance to introduce Cassidy. Cassidy's story was published in a book titled: Let's clear the Air: 10 Reasons Not to Start Smoking by Lobster Press. The book is receiving national exposure and can be found on school library shelves and be ordered through Chapters/Indigo Books

and at Coles Book Stores in Canada. Congratulations Cassidy.

APPOINTMENT OF ACTING SUPERINTENDENT

2100 Motion. Ken Arthur: "THAT the Medicine Hat Catholic Board of Education appoint Mr. David Leahy as Acting Superintendent of Schools for the Medicine Hat Catholic Separate Regional Division No. 20 pursuant to Section 113 of the School Act and that this appointment be in effect as of December 11, 2007 to June 30, 2008.

Carried unanimously.

AUDITED FINANCIAL STATEMENT

Note: Representatives from Meyers Norris Penny were in attendance to present the Audited Financial Statement ending August 31, 2007.

2101 Motion. Kelly Van Ham: "THAT the Medicine Hat Catholic Board of Education approve the Audited Financial Statement ending August 31, 2007".

Carried unanimously.

APPENDIX "A"

SUPPORT STAFF – PARAPROFESSIONALS TO LEARNING ASSISTANTS

Note: Mrs. Sherrill Fedor, Associate Superintendent of Student Services presented the Board of Trustees with the philosophy and background for changing the title of the support staff assigned to support students in the classroom from Paraprofessional to Learning Assistant.

STUDENT SERVICES – SPECIAL EDUCATION RE-ALIGNMENT

Note: Mrs. Fedor reviewed the Alberta Education Special Education Re-Alignment process. All qualified student files were reviewed by Alberta Education in April 2007. Our division submitted 84 files for review. Monitoring forms were completed on each child. Our process is solid at both the school and jurisdiction levels. Mrs. Fedor thanked division staff for their dedication and commitment in identifying students and then providing exceptional student services.

ADMINISTRATIVE PROCEDURES MANUAL

Note: The Board at the November 2007 Board meeting passed a motion to hire a consultant to review the AP Manual. The Board has hired Dr. Leroy Sloan as the consultant. February 04, 2008 is the date set for a working session with Dr. Sloan to begin the process to review the Manual. The meeting will consist of representatives from the Board, Site-Based Administrators from Elementary, Middle-school and High school, Teacher Board Advisory Committee representatives, ATA representatives and two members from School Council/Parent Association. The Acting Superintendent will forward a communication to recruit participation along with an outline of the day.

TOWN HALL MEETINGS

Note: Town Hall Meetings are planned for February 28, 2008 at St. Patrick's Parish at 7 pm and May 20, 2008 at Holy Family Parish at 7 pm. The Board encourages stakeholders in the community to come and talk and share. More information will follow. A special invitation will be forwarded to School Council Chairs, CUPE, ATA and will be posted in the Parish Bulletin.

SCHOOL YEAR CALENDARS

Note: Mr. Christopher Smeaton, Deputy Superintendent presented two proposed draft calendars for the 2008 – 2009 school year. Balanced semesters are important. The final calendar will be approved by March 2008. The calendar options including a list of questions will be circulated through the Leadership Team to school staffs and school councils.

APPENDIX "B"

CENTRAL OFFICE REVIEW

Note: An update of the Central Office Review was discussed. Mr. Steve Cymbol, consultant will begin by developing a framework for the review as ascertained from the Board of Trustees. That framework will include interviews of central office staff, stakeholders in the community and division administrative personnel.

ASBA PROVINCIAL REPRESENTATIVES MEETING

Note: The Board Chair introduced discussion to coordinate local meetings with provincial representatives from ASBA. No reply from ASBA has been received to-date. This meeting will be coordinated with our neighboring school jurisdictions Trustees and Senior Administration.

ACSTA PROVINCIAL REPRESENTATIVES MEETING

Note: The Board introduced discussion to coordinate a local meeting with provincial representatives from ACSTA. A date is yet to be finalized. We hope to have this planned for March of 2008.

CONGRATULATIONS TO ROY WILSON

Note: The Board recognizes the accomplishment of Mr. Roy Wilson, Trustees from MHSD #76 in receiving the Alberta School Boards Association President's Award. The Board will send a letter congratulating Mr. Wilson.

ADMINISTRATIVE PROCEDURE 520 – FUNDRAISING

Note: The Board discussed Fundraising as a Policy or an Administrative Procedure. The Board agreed to contact the Bishop to keep him informed of fundraising in our Division. This AP will be reviewed at the February 04, 2008 meeting with Dr. Leroy Sloan along with other Administrative Procedures. This AP will require a complete revision. The Board has received some feedback from schools. This Board needs to make a decision regarding at what point in time will Bingos and Casinos no longer be permissible.

TEACHER BOARD ADVISORY COMMITTEE TERMS OF REFERENCE

2102 Motion. Peter Grad: "THAT the Medicine Hat Catholic Board of Education approve the Teacher Board Advisory Terms of Reference".

Carried unanimously.

APPENDIX "C"

SUPPORT STAFF BOARD ADVISORY COMMITTEE

Note: The SSBAC will exist as a primary vehicle for communicating the view of support staff on matters of school affairs with the Board. The Board presented proposed Terms of Reference for the SSBAC. The Acting Superintendent will give direction to setting up the committee structure.

APPENDIX "D"

PRAIRIE ROSE REGIONAL DIVISION NO 8 TRANSPORTATION CONTRACT

- 2103 Motion. Peter Grad: "THAT the Medicine Hat Catholic Board of Education approve the 2007 – 2008 Student Transportation Agreement between Medicine Hat Catholic Separate Regional Division No. 20 and Prairie Rose Regional Division No. 8."

Carried unanimously.

APPENDIX "E"

BORROWING RESOLUTION

- 2104 Motion. Kelly Van Ham: "THAT the Medicine Hat Catholic Board of Education establish a borrowing line of credit with the Alberta Treasury Branch".

Carried unanimously.

Note: This borrowing line of credit is done on an annual basis. This process will be moved to an Administrative Procedure that will indicate an automatic renewal of this borrowing resolution document, thereby, no longer requiring a board motion.

APPENDIX "F"

BUDGET REVISION

Note: Mr. Bernie Girardin presented for information the 2007 – 2008 Budget Revision as required by Alberta Education. This is essentially an up-date to the Budget. An in-depth budget forecast will follow in January 2008. No motion is required.

APPENDIX "G"

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Kelly Van Ham

Note: The next meeting of the Foundation will be January 09, 2008.

Representatives to ACSTA – Peter Grad

Note: Mr. Grad reviewed the ACSTA AGM. A great conference.

Representatives to Teacher Board Advisory Committee – Stan Aberle

Note: The TBAC meeting was held November 26, 2007. Discussion items included Policy and Procedures and Discrimination and Harassment.

Representatives to ASBA Zone 6 – Ken Arthur

Note: Meeting in Lethbridge on November 14, 2007 was attended by Kelly Van Ham. Kelly reported that elections for Zone 6 were held. The budget was presented and approved at a 3% increase. Budgets are based on per Board and no longer based on student numbers. The next meeting is December 12, 2007.

Representatives to Spiritual Leadership Scholarship Awards – Stan Aberle

Note: No report.

Representatives to Support Staff Board Advisory Committee – Jodi Churla

Note: No report.

Representatives to Parent Association – Jodi Churla

Note: Presentations by Germaine Dulong and Denise Dirk-Feininger on the Wellness on Track initiative. Discussion also included SBEBA and Fundraising.

Salary Negotiations – ATA – Ken Arthur

Note: Nothing to report. SBEBA is waiting for a decision by the Labour Relations Board. They then will know how to proceed to deliver a contract to all twelve member boards.

Salary Negotiations – CUPE – Peter Grad

Note: Meeting was held to formally introduce representatives from CUPE with the Board representative. Thank you to Bernie Girardin for coordinating that meeting.

ADJOURNMENT

2105 Motion. Ken Arthur: "THAT the meeting be adjourned".

Carried unanimously.

Note: The meeting adjourned at 9:55 pm.

Stan Aberle, Board Chair

Della Dewald, Executive Assistant