

MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION HELD at the Catholic Education Centre, 1251 – 1st Avenue S.W., Medicine Hat, Alberta on February 08, 2011 @ 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Peter Grad	Chair	Absent
Jodi Churla	Vice-Chair	
Stan Aberle	Trustee	
Kelly Van Ham	Trustee	
Dick Mastel	Trustee	
David Leahy	Superintendent of Schools	
Wayne Schlosser	Deputy Superintendent	
Greg MacPherson	Secretary Treasurer	
Hugh Lehr	Director of Student Services	
Amanda Crowley	Religious Education Coordinator	
Della Dewald	Executive Assistant	

OPENING PRAYER

Note: The meeting opened with prayer led by Mrs. Jodi Churla.

NOTE: The meeting was chaired by Vice-Chair Mrs. Jodi Churla.

APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING

2475 Motion. Dick Mastel: "THAT the Minutes of the Regular Board Meeting held January 11, 2011 be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

2476 Motion. Jodi Churla: "THAT the Action Agenda dated February 08, 2011 be approved as circulated".

Carried unanimously.

APPROVAL OF THE NON-ACTION AGENDA

2477 Motion. Stan Aberle: "THAT the Non-Action Agenda dated February 08, 2011 be approved as circulated".

Carried unanimously.

CORPORATE COMMUNICATIONS

Note: Education Week - is scheduled for May 02, 2011 – May 06, 2011. This is a great opportunity for parents to attend their child's school and take part in activities, events and celebrations.

Note: Accountability Pillar Surveys – As part of the Accountability Pillar, Alberta Education conducts surveys of all Teachers, Students in Grade 4, 7, and 10 and Parents of those students. The survey results are posted on the Division Website. Surveys completed by February 28, 2011.

Note: Substitute Teacher Week is March 14 – March 18, 2011. The Board of Trustees acknowledges their tremendous contribution to our Catholic Schools in Medicine Hat and Bow Island.

Note: School Art 2011 is on display at the Esplanade Gallery from Feb. 26 – April 01, 2011; 700 Works of Art from all area schools in an array of media were chosen by jurors. Catholic students with chosen art will be acknowledged with a Division Sponsored Art Scholarship presented by Mrs. Jodi Churla at the ceremony on March 06, 2011 at 1:30 pm.

Winners will be highlighted in the April Board Bulletin and on the Division Website.

APPENDIX "A"

BOARD STRATEGIC PLANNING OUTCOME

Note: The Board of Trustees presented their strategic plan for the next (3) years. There are (5) major Strategic Areas of Action identified as priorities:

- Growing Catholicity;
- Student Achievement;
- Efficient and Effective Operations;
- Facilities;
- Advocacy

In addition, Trustees have outlined a number of Key Success Factors of the strategic areas of action:

- Continued strong performance in Annual Education Results;
- Balanced utilization of Facilities;
- High school programming for Bow Island and French Immersion;
- Growing Catholicity;
- Communicating the Value of Catholic Education;
- Effective Implementation of School Act changes

APPENDIX "B"

SUPERINTENDENT'S REPORT

Note: Three Year Education Plan Review - Mr. David Leahy presented a mid-year review of the strategies identified in the Three Year Education Plan. Successful implementation of a number of different strategies included: The Religious Education Retreat in which (3) key areas of action were identified-*Knowledge of Faith; Living Faith* and *Responsibility for Sharing the Faith*; Continuation of Faith Formation for New Teachers and the Division Leadership Team including Principals and Vice-Principals; AISI Project including effective Professional Development; French Immersion Program Review; Turning Points Program Review; Registered Apprenticeship Program (RAP) Scholarships wherein Monsignor McCoy continues to be a leader in the Province of Alberta in the number of students registered in the Apprenticeship Program; First Nations Métis Inuit (FNMI) Program Implementation.

Note: Inclement Weather Administrative Procedure - AP 132 Inclement Weather /Bus Cancellation/School Closure was presented for information. The AP has been circulated to stakeholders for review of the changes and the addition of procedures for St. Michael's School Bow Island and school closure due to inclement weather. The AP will be posted to the website.

Note: First Nations, Inuit & Métis Support Teacher – The Division has realized an increase of the number of students that have identified as FNMI resulting in a grant of \$126,000. A FNMI Teacher and Learning Assistant have been hired to implement a FNMI Program division-wide. A job description was presented to the Board for the FNMI Teacher.

APPENDIX "C"

Town Hall Meeting

Note: The Town Hall meeting was previously scheduled for Monday, April 18, 2011; due to a conflict, the Board proposed a new Town Hall Meeting date. The town hall meeting topics include the Budget, the Board Strategic Plan and the Centennial Celebrations.

2478 Motion. Stan Aberle: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education hold it's 2nd Town Hall Meeting of the 2010 –

2011 school year on Monday, May 09, 2011 at Holy Family Parish at 7:00 p.m.”

Carried unanimously.

Note: Board Policy Review – The Board will review its policies on a schedule, beginning March 08, 2011 through to June 14, 2011 at the In-Camera portion of the Regular Board Meetings. Policies will be reviewed; identified for required amendments; the necessity of the amendment and any other issues relating to the policy.

Note: Meningococcal Conjugate Immunization Program – Alberta Health Services released information about a Meningococcal Conjugate Immunization Program; the information has been circulated to schools.

Note: Youth Ministry Project – Holy Family Parish and St. Patrick’s Parish have announced that their financial support for the Youth Ministry Project will not continue beyond this school year. The Board believes the Youth Ministry Project is a rich opportunity to bring another level of faith to our students. The project is currently funded in partnership between the Catholic School Board and the Parishes. A comprehensive evidence based evaluation was done this year and the project has demonstrated significant success resulting in student engagement. The Board directed Senior Administration to develop a letter to the Parishes to meet to discuss the future viability of the project. Invitations will be extended to Parish Priests; Parish Councils and the Youth Ministry Committee.

Alberta School Boards Association (ASBA) Awards 2011

Note: Mr. MacPherson reviewed the awards available from the ASBA. The Edwin Parr Teacher Award submission date is April 01, 2011. Mr. Wayne Schlosser, Deputy Superintendent expressed that he expects the Division will have at least one candidate nominated for this award. The remaining awards include the Friends of Education, Honorary Life Member Award; Long Service Award; Public Engagement Award, The Premier’s Award and the Zone Appreciation Award.

Alberta Catholic Schools Trustees’ Association (ACSTA) Spring Conference

Note: ACSTA is holding their Spring Conference in Jasper in March. Registration deadline for Trustees and Senior Administration is February 25, 2011. Interested members will contact the Executive Assistant to make travel arrangements and book accommodations.

2011 – 2012 Budget/Budget Assumptions

Note: At the January 11, 2011 regular board meeting, the Board approved a shorten list of Budget Assumptions that excluded page 2.

2479 Motion. Stan Aberle: “THAT the Trustees for the Medicine Hat Catholic Board of Education include all of the Budget Assumptions as presented at the January 11, 2011 regularly scheduled Board Meeting”.

Carried unanimously.

APPENDIX “D”

Director of Student Services Report

Community Coming Together

Note: Mr. Lehr reviewed the letter received from Alberta Health dated October 29, 2010 which indicated we received funding from the Province to

support the Community Coming Together Program until June 2011; when in fact, funding ended as of January 31, 2011.

2480 Motion. Kelly Van Ham: "THAT the Trustees for the Medicine Hat Catholic Board of Education respond to the Minister of Health to inform him that our Division did not receive the additional funding referred to in the letter and thus reduced services in order to stretch the Budget to June 2011".

Carried unanimously.

Note: The Director of Student Services will prepare the letter to the Minister of Health for the Board Chair signature.

Note: Action on Inclusion – Mr. Lehr reviewed Alberta Educations new Inclusive Learning Support Branch and their focus on coding; identifying student strengths and building capacity with parents as part of the Learning Team.

Note: The Learning Assistants Conference was very successful. The topic of the key note speaker was "Save your Sanity"; providing proactive strategies in working with challenging students. The conference is a great opportunity to get together with our Division support staff to share and dialogue about our practices. Thank you was extended to Mrs. Joan Kaupp who coordinated the conference.

Religious Education Coordinator Report

Note: SPICE and Blueprints – The Conferences are hosted by ACSTA scheduled for April 28, 2011 to May 01, 2011 and May 03, 2011 – May 06, 2011; there is some funding available for teachers to attend SPICE, we currently have (5) teachers registered.

Note: A brochure titled: *Raising Your Child Within the Catholic Faith* was developed and circulated with our Student Registration forms in February 2011. The brochure provided parents with detailed information about the Catholic Faith; the Sacraments and Sacramental Preparation. Shortly after the brochure was circulated Mrs. Crowley has received 20 inquiries from parents about sacramental preparation.

Note: A Pastoral Letter to Young People on Chastity was circulated to Junior and Senior High students. The letter is developed by the Canadian Conference of Catholic Bishop's.

Note: Mrs. Crowley presented a powerpoint reviewing the particular areas of focus for Religious Education in the Division. Providing Classroom Teachers with relevant and current resources is and continues to be the primary focus of the Religious Education Coordinator; additionally a number of other areas are being developed and enhanced including: strategies for a number of areas:

- Prayer Books for Teachers
- Prayer Centre Enhancements and Resources
- Prayer in the Classroom with a focus on the Liturgical Calendar
- Professional Development for Teachers
- All Religious Education Resources posted to the "Intranet" for ease of accessibility
- Lent Boxes
- Advent Boxes-50 boxes are out in the schools this year equipped with examples of prayers and devotions; instruction sheets; a family sharing opportunity
- Music Ministry–Focus on investing in music licensing for schools. We have chosen licensing.org
- Liturgical Resources
- Religion Curriculum Binders for grades 7, 8 and grade 9

- Religion Boxes—An investment in resources. There are seven boxes with one in the school at all times; transferred on a carousel basis; each box has 75 items with a list of what is contained and how to incorporate into the classroom instruction
- Youth Ministry Project- Program support, monitoring and evaluation
- Conference Facilitation of Theology of the Body-Based on teachings of John Paul II; 120 people attended from across the province, 12 from our Division
- Family Life Program- Review of Alberta Health Services to ensure alignment with our Faith
- Faith Formation Sessions with new Teachers-Topics: Religion Curriculum; Teaching in a Catholic School; Prayer; Family Life and Current Issues

The Superintendent of Schools, Mr. David Leahy thanked Mrs. Crowley for her work; he expressed to those in attendance that we are blessed to have Mrs. Crowley working with us.

APPENDIX "E"

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Mr. Dick Mastel

Note: The regular meeting and the annual general meeting were held two weeks ago. The Foundation received a request from the Catholic School Board to change the date of the 2012 Foundation Golf Tournament date to coincide with the Division's Centennial Celebration. The Foundation agreed to the request from the Board, the letter of approval is attached.

Note: Discussion centered on a Strategic Plan for the Foundation and the current availability of a Foundation Director position.

APPENDIX "F"

Representative to ACSA – Mr. Peter Grad

Note: Mr. Mastel attended the meeting in Leduc for Mr. Grad. Lengthy discussion focused on the Establishment of a Separate School Division in Alberta. Mr. Kevin Feehan an ASBA legal representative reviewed the historical perspective on the School Act going back 100 years constitutionalized in 1905.

Note: There was an evaluation of the ACSTA CEO and the ACSTA Board.

Representative to Teacher Board Advisory Committee – Mr. Dick Mastel

Note: First meeting was February 07, 2011. There was a report from the Superintendent of Schools discussing the Centennial; Tripartite; Budget Assumptions and Enhanced Early Retirement.

Representative to ASBA Zone 6 – Mr. Stan Aberle

Note: Mr. Mastel attended the February 09, 2011 meeting for Mr. Aberle. The meeting started late and ended early. The afternoon was a presentation by Prairie Rose School Division from their Communications Coordinator.

Representative to Support Staff Board Advisory Committee – Mrs. Jodi Churla

Note: Meeting was held January 26, 2011. The School Based Support Staff Handbook will include (2 personal days) for support staff, this will begin with the 2011-2012 school year.

Note: A discussion around why the request was made by the Superintendent of Schools where in support staff was asked to respond to a

questionnaire of sorts outlining their day to day activity of their assignment. The activity was titled "Things I Do".

Note: The Director of Student Services discussed the Alberta Education Setting the Direction Initiative-in particular Mr. Lehr highlighted what we are doing right in relation to this provincial initiative.

Note: Discussion about 10 month pay; paid over 12 months. The next meeting is scheduled for March 16, 2011.

Representative to Parent Association – Mrs. Jodi Churla

Note: Meeting held on January 24, 2011. Discussions around the Tripartite; the Town Hall Meeting and WiFi issues.

Representative to Salary Negotiations ATA – Mr. Stan Aberle

Note: Ongoing meetings with EPC currently. There will be an attempt to have a representative from the ASBA talk about the Memorandum of Agreement.

Representative to Salary Negotiations CUPE – Mr. Kelly Van Ham

Note: No report.

Representative to CUPE Staff Board Advisory Committee – Mr. Dick Mastel

Note: No report.

Centennial Planning Board Representative – Mr. Stan Aberle

Note: Mr. Aberle reviewed the activities planned to-date. The Board package contained the invitation that will be sent to Staff, Parents and our Catholic Community. There is much work being done behind the scenes by the History Committee in preparing the background information for the History Book. Mr. Leahy will send the invitation to Division Staff with a call for volunteers to serve on various committees identified such as Decorating Committee; Picnic in the Park Committee among others.

ADJOURNMENT

Note: The Board Vice-Chair called the meeting adjourned.

Note: The meeting adjourned at 8:00 p.m.

Jodi Churla, Board Vice-Chair

Della Dewald, Executive Assistant