

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 June 12, 2018 at 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Peter Grad	Trustee
Dick Mastel	Trustee
Kathy Glasgo	Trustee
Robert Risling	Trustee
David Leahy	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	Coordinator of Early Childhood Services
Della Dewald	Executive Assistant & Corporate Communications
Jessica Caparini	Communications Officer

OPENING PRAYER

Note: The meeting was opened with prayer led by Robert Risling.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING MAY 15, 2018

3393 Motion. Kathy Glasgo: "THAT the Minutes dated May 15, 2018 be approved as circulated".

Carried unanimously.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING MAY 29, 2018

3394 Motion. David Leahy: "THAT the Minutes dated May 29, 2018 be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3395 Motion. Kathy Glasgo: "THAT the Action Agenda dated June 12, 2018 be approved as circulated".

Carried unanimously.

APPROVAL OF THE NON-ACTION AGENDA

3396 Motion. Robert Risling: "THAT the Non-Action Agenda dated June 12, 2018 be approved as circulated".

CATHOLIC EDUCATION

Note: **Religious Education Report** - Million Hail Mary's for Our Blessed Mother to help our Domestic Church. The Knights of Columbus from Holy Family Parish have approached our school district with an idea to connect all of our school communities and the Knights of Columbus in prayer. They have asked for us to pray one million Hail Mary's over the course of the year. Each week the prayers can be focused on a variety of ways to strengthen our families and our schools. Suggestions are praying for the fruits of the Holy Spirit to increase within us (charity, joy, peace, patience, kindness, goodness, generosity, faithfulness, gentleness, self-control etc.) We have approximately 3000 students and staff so if all

schools began the week with one decade of the rosary we will pray 1,080,000 Hail Mary's (3000 x 10 Hail Mary's x 36 Mondays)! The Knights would also love to be invited to your schools to help in leading the prayers as a way to connect with the schools.

Parish Community Relations Committee Report – Robert Risling, Trustee

Note: We met with Parent Association and reviewed the five marks, we did make the suggestion to continue with the Marks of a Catholic Leader into the next school year. We are looking forward to continuing the good work of this committee and meeting with our new Pastor and we will look at developing a plan for 2018-2019.

BOARD WORK PLAN

Note: **Board Self Evaluation** - In accordance with Board Policy, the Board conducts annual evaluations. The morning evaluation session consisted of the Superintendent Evaluation with the afternoon the Board Self-Evaluation. Mr. Terry Gunderson facilitated the evaluation sessions on May 23, 2018. Evaluations are presented for Board approval.

BOARD SELF EVALUATION

3397 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Board Self-Evaluation for 2017–2018".

Carried unanimously.

SUPERINTENDENT OF SCHOOLS EVALUATION

3398 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Superintendent of Schools Evaluation for 2017–2018".

Carried unanimously.

Note: Congratulations was extended to Mr. Colistro on the excellent work he has done for the District.

Note: **Retirees** – Annually the Board of Trustees hosts a Retiree Dinner to acknowledge employees retiring from the District. The retiree dinner is scheduled for Monday, June 25, 2018. This is an opportunity for the Board to extend a heartfelt thank you to each employee for their years of service and their dedication and commitment in "Showing the Face of Christ to All". The evening will celebrate and recognize each Retiree. Congratulations: Cheryl Albers, Michelle Haaf, Don Holyk, Gail Lawrence, Anita Leahy, Sharon Martin, Jill Wilkinson, Kelly Wilkinson, Bernie Tennant, Nina Haysom, Cathy Koch, John Kozakewich.

Note: **Board Work Plan** - Annually the Board develops a work plan for the coming school year. Trustees reviewed the current work plan and made recommendations for next year. The 2018 – 2019 work plan will now be finalized by the Board Chair & Superintendent and presented for board approval at the September 11, 2018 Regular Board Meeting. Trustees requested that the Class Size Survey information/report be presented in the Board Package and added as a discussion item for the Board.

POLICY 1 – FOUNDATIONAL STATEMENTS

3399 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve 3rd reading of Policy – Foundational Statements".

Carried unanimously.

APPENDIX "A"

CORPORATE COMMUNICATIONS

- Note: **Alberta Education Letter** - Letter acknowledging MHCBE is authorized to offer Locally Developed Courses (Learning Strategies 15, 25, 35) in 3 & 5 credit courses as acquired from Calgary Catholic from September 2018 to 2022.
- Note: **Chief Gord Earl Scholarships** - Awarded to six Grade 6 MHCBE Students – The district issued scholarship cheques for \$100 that will be handed out on Saturday, June 16, 2018 at the MHPS Open House. Awards Ceremony and Presentations at 12:30. General public is welcome. It is noted the scholarships are funded by the Medicine Hat Community Foundation.
- Note: **St. Mary's School Fitness Park** – School Media Release issued May 17, 2018.
- Note: **Alberta Government Notice** (Centralized Abuse Helpline) – School Boards received this information from the The Government of Alberta to share with Parents, Teachers, Staff & Students.
- Note: **City of Medicine Hat** – Invitation to attend a City of Medicine Hat Open House June 12th or June 20th. Live Today. Imagine Tomorrow. <https://mymh.city/>
- Note: **Letter to Board Chairs** – The Board of Trustees forwarded a letter to All School Board Chairs in Alberta regarding Sturgeon Public School Division.

APPENDIX "B"

ÉCOLE ST. JOHN PAUL II SCHOOL

- Note: **Update** – Substantial completion of the School by this Friday, June 15, 2018. The School is eager to get going. The District will plan an School Open House for our local community prior to the end of June. We will also begin our planning for the School Grand Opening Celebration for Monday, October 22, 2018.

SUPERINTENDENT OF SCHOOLS – Joe Colistro

- Note: **Strategic Planning Session** – The 2018-2019 MHCBE Strategic Planning session will be held on June 11th from 4-7 pm. The Strategic Planning session provides an opportunity for stakeholders to articulate the strategic priorities for the division. Approximately 23 representatives from stakeholder groups including trustees, senior administration, central office staff, school based administration, teachers and parents will be attending the session. As a group we: • Will review the strategic priorities set for the current school year, and discuss indicators of success. • Review Alberta Education priorities • Complete a mini SWOT analysis The information collected will be used to develop Division Strategic Priorities for 2018-2019. The Strategic Priorities will become the focus for the MHCBE 3 year plan (2018-2021) and for School Based Annual Plans for the 2018-2019 school year.
- Note: **Bishop William T. McGrattan** - Bishops Dinner 2018 - The 2018 Bishop's Dinner will be held on Friday, October 19, 2018 at the Telus Convention Centre. Bishop McGrattan is pleased to announce that this year's focus is Youth and the net proceeds of this event will be allocated to support school programs throughout the Diocese. The Board will purchase a table for 8 for the October 19, 2018 event.

Note: **Alberta Education Nutrition Program 2018-19** - Funding for the Nutrition program has been confirmed for the 2018-2019 school year. We will be receiving an additional \$25,000 making our total 166,000. We had hoped it would be higher but we are grateful for what we received. We have started the process of developing the Nutrition program for next year and are looking at how we might be able to expand it. The Nutrition team has taken the lead on this and has put forth some options for considerations.

Note: **Educational Agent Familiarization Tour of Alberta** - Last week we participated in an Educational Agent Familiarization Tour of Alberta. The tour ran from May 27 to June 5, 2018. 14 agents attended the tour: Brazil (1), Germany (2), Italy (3), Spain (2), Ukraine (1), China (2), Japan (2), and Vietnam (1). We had the opportunity to host the group for dinner, provide a tour of McCoy and highlight McCoy, St. Mary's and Notre Dame. To conclude the Fair I was given 20 minutes with each agent to discuss the possibility of enrolling students and their impressions of MHCBE. We received many positive comments from the agents about their visit to Medicine Hat and the hospitality they received. Thanks to the senior admin and school administrators that participated. Some excellent relationships were developed.

Note: **Notre Dame Sports and St. Mary's Academy Review** - We are well into the process of the Notre Dame Sports Academy Review. Dr. Danny Balderson who is facilitating the review has been interviewing, surveying and meeting with staff, parents and students. The key deliverable of the Review is a written report to the Superintendent of Schools and Board of Trustees that identifies: □ key findings, □ commendations, and □ recommendations relative to the Sports Academy at Notre Dame. The Notre Dame Sports Academy Review is underway and we are pleased with the progress to date and the plan put forward by Dr. Danny Balderson. We hope to have a final report for October 2018.

Note: **Fine Arts Review** - We have been in conversation with a professor from the U of L, Dr. Pam Adams, to facilitate the Fine Arts Review and we are hoping to receive confirmation soon. We anticipate this review to commence in the fall of 2018.

Note: **International Education** – No Report.

SUPERINTENDENT COMPENSATION

3400 Motion. Robert Risling: "THAT that Board of Trustees for the Medicine Hat Catholic Board of Education open discussions with our Superintendent of Schools in light of the Minister's Guideline on Compensation".

MOTION TO MOVE IN-CAMERA (Labour)

3401 Motion. Robert Risling. "THAT the Board of Trustees move In-Camera".

Carried unanimously.

Note: The Board moved In-Camera at 7:08 p.m.

3402 Motion. Peter Grad: "THAT the Board of Trustees move out of In-Camera".

Carried unanimously.

3403 Motion. Robert Risling: "That the Board of Trustees for the Medicine Hat Catholic Board of Education authorizes the Board Chair under the provisions of Policy 2 Role of the Board Article 6.5 to begin discussions with the Superintendent of Schools relating to his compensation package".

Carried unanimously.

COMMUNICATIONS

Note: **Corporate Communications** – The June 2018 report is attached as an appendix to the minutes.

Note: **School Communications & Social Media** – The June 2018 report is attached as an appendix to the minutes.

ASSOCIATE SUPERINTENDENT HUMAN RESOURCES – Chuck Hellman

Note: **Accountability Pillar Update** – The May 2018 Accountability Pillar Report for the Medicine Hat Catholic District has been posted by Alberta Education. This report outlines any changes to the data, calculations or measures compared to the October 2017 release. In February 2018 students, parents, and teachers completed Alberta Education surveys. The information collected is part of the accountability pillar survey update. Medicine Hat Catholic continues its excellent results. Highlights include: 0 of 15 categories in the “Very High Range” 12 of 15 categories above Provincial Average 11 of 15 categories MHCBE is trending up 13 of 15 categories MHCBE maintained achievement As a district, we are very proud of our results. Parents, students, teachers, support staff and administrators are to be commended for their excellent work. The Board requested that we contact the MH News to see if they would be interested in running an article. We can also develop our our Press Release.

Note: **Staffing Update** - The staffing picture is becoming clearer. Appointments: Dr. Trisha Sotropa, Principal of St. Louis School, Mr. Dwayne Unreiner, Principal of St. Patrick’s School, Mr. Nick Gale Principal of St. Francis Xavier School and Mrs. Sandra Richard, Coordinator of Religious Education. Vice Principal interviews are scheduled for Wednesday, June 13th. District administrators have interviewed many applicants and to date have hired 4 new teachers. Once the Vice Principals have been hired, staffing will be completed. We are impressed with the number of quality Catholic applicants to date.

SECRETARY-TREASURER – Greg MacPherson

Note: **2017 – 2018 3rd Quarter Financial Update** – The financial update for Medicine Hat Catholic Board of Education was presented to the Board for information, both Revenues and Expenditures were reviewed. The executive summary highlights the financial operations for the period September 1, 2017 until May 31, 2018.

APPENDIX “C”

Note: **ACSTA 2018 Annual General Meeting** – The ACSTA AGM guidelines are presented to Boards across the province to submit provincial issues for the November 16-18, 2018 AGM, issues must be submitted by September 17, 2018.

ASSOCIATE SUPERINTENDENT LEARNING SERVICES – Hugh Lehr

Note: No report.

COORDINATOR OF EARLY LEARNING – Terri Ball

Note: **Get Outside and Play** - This was a week long, provincial celebration of outdoor play in the early years being promoted by the Alberta Council for Environmental Education (ACEE) during the week of May 26-June 3, 2018. MHCBE early learning programs were challenged to Get Outside and Play for at least one half day in order to celebrate the week long, provincial celebration of outdoor play in the early years being promoted by the Alberta Council for Environmental Education (ACEE) during the week of May 26-June 3, 2018. All of our school-based early learning

programs accepted the challenge. As a result, on Wednesday, May 30th we had approximately 150 kids and 33 adults outside playing and learning for the entire early learning programming hours that day. Even though it rained for a good part of the day, the enthusiasm and creativity of our early learning teams was evident. We floated boats in the gutters, walked in the gutters, climbed trees, picnicked under the trees and, at the end of the day, ended up puddle jumping. We had a Salsa lesson, sensory walk, dino excavation and games! There was also painting, bubbles, loose parts play, a bug walk and a visit to Echo Dale farm.

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Dick Mastel

Note: Our annual Foundation golf tournament had 72 golfers registered, weather was excellent. Ms. Maria Grimm did an outstanding job with the organization of the event. The golf tournament evaluation meeting is scheduled for this week.

Representative to ACSTA – Dick Mastel

Note: Documents shared by ACSTA were circulated to Trustees ahead of the board meeting. There are two ways for Catholic schools to lose funding, apathy and indifference. It is up to us to speak out. SPIRITUS is an idea a concept, from the Bishop's, CCSSA a parallel of the Ontario Face Program to bring together Catholics; to inspire and to unite stakeholders for a common vision. Two members from the Bishop's office, two members from CCSSA and two members from Boards. \$50,000 in each of three years. SPIRITUS will be a public voice. \$50,000 is about .30 per student. It was noted that Adriana withdrew from the ACSTA Presidency, she has been recruited by the UCP in the northern part of Red Deer, she will continue to serve as a Trustee with Red Deer Catholic.

Representative to Teacher Board Advisory Committee – Kathy Glasgo

Note: No report. No Meeting.

Representative to ASBA Zone 6 – Peter Grad

Note: Zone Meeting in Lethbridge, Zone 6, June 13th. Mrs. Mary Martin will has resigned from the ASBA. The ASBA Spring Annual General Meeting was held on June 4 – 5, 2018 both myself and Mr. Mastel attended. Budget discussions are challenging every year. Discussion regarding ASBA dues; in Manitoba they have a percentage of the operating budget to belong to the association in Manitoba, thus no annual discussion is required related to dues. Peter will present this idea to the Zone 6, then make a motion for November to change the bylaw. Mr. Grad will discuss the per diem at the Zone 6 meeting tomorrow in Lethbridge. He will also be reporting about our new school opening, our Education Familiarization Tour, our Locally developed courses and our Workplace Violence Survey. There is also an executive meeting tomorrow.

Representative to Support Staff Board Advisory Committee – David Leahy

Note: A meeting is forthcoming in the next short while, date to be determined.

Representative to Parent Association – Kathy Glasgo

Note: Kathy has talked about PACE with the Parent Association membership and will set up a time in the fall for PACE to attend at MHCBE. PACE would like to present to CCSSA. It would be the Parent Association hosting the event for our school community at Holy Family Parish, we need to encourage people to attend the event. This is a parent driven event that will be supported by the Board.

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: The meeting notes are included in the Board Package. No further report.

Representative to Spiritual Leadership Scholarship Representative – Mr. David Leahy

Note: No report.

Representative to Student Board Advisory Committee – Mr. Dick Mastel

Note: No report.

Student Recruitment and Retention Committee – Reverend Mr. Robert Risling and Ms. Kathy Glasgo

Note: We are looking to meet with the Committee before the end of June 2018, however likely the group will reconvene in September 2018.

CLOSING PRAYER

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

ADJOURNMENT

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

Note: The meeting adjourned at 8:20 p.m.

Dick Mastel, Board Chair

Della Dewald, Executive Assistant