

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 April 09, 2019 at 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Dick Mastel	Trustee, Board Chair	
Robert Risling	Trustee, Vice-Chair	
Kathy Glasgo	Trustee	
Peter Grad	Trustee	
David Leahy	Trustee	
Joe Colistro	Superintendent of Schools	
Chuck Hellman	Associate Superintendent Human Resources	ABSENT
Greg MacPherson	Secretary Treasurer	
Hugh Lehr	Associate Superintendent Learning Services	
Sandra Richard	Religious Education Coordinator	
Terri Ball	Coordinator of Early Childhood Services	
Della Dewald	Executive Assistant & Corporate Communications	

OPENING PRAYER

Note: The meeting was opened with prayer led by Robert Risling. The Board Chair thanked the Gallery and Media for attending the meeting.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 12, 2019

3488 Motion. Kathy Glasgo: "THAT the Minutes of the Regular Meeting dated March 12, 2019 be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3489 Motion. Peter Grad. "THAT the Action Agenda dated April 09, 2019 be approved as circulated".

Carried unanimously.

APPROVAL OF THE NON-ACTION AGENDA

3490 Motion. Kathy Glasgo: "THAT the Non-Action Agenda dated April 09, 2019 be approved as circulated".

Carried unanimously.

PRESENTATION – EDWIN PARR TEACHER AWARD NOMINEE – ALBERTA SCHOOL BOARDS ASSOCIATION

Note: The Board of Trustees recognized Wyatt Sehn, a Teacher from St. Mary's School as the 2019 Alberta School Boards Association Edwin Parr First Year Teacher Award Nominee for MH Catholic Schools. Wyatt will represent MHCBE at the upcoming ASBA Zone- 6 Awards evening on May 15, 2019. This award recognizes exemplary teaching proficiency of a 1st year teacher.

APPENDIX "A"

PRESENTATION – MOTHER TERESA SCHOOL – STREAM

Note: Students & Teachers from Mother Teresa School were buzzing with excitement talking to Trustees about their classroom experiences with STREAM - a unique learning approach integrating the concepts of Science, Technology, Reading & Religion, Engineering, Arts &

Humanities and Math into daily classroom instruction. Mother Teresa School will fully adopt STREAM starting in Sept. 2019.

APPENDIX "B"

CATHOLIC EDUCATION

- Note: **Curriculum Update** –Curriculum changes continue to occur for religious education. Grade 6 will be implemented in September 2019. These curriculum changes use current technology, provide more student interaction, more engaging text and a wider choice of activities. The grade 6 curriculum change will replace the existing textbook series Born of the Spirit with the new religious education program, Growing in Faith, Growing in Christ. Professional Development for all grade 6 teachers will occur in June or early September and will include the digital component. This PD will provide the teachers with a foundational understanding for the new program as well as an opportunity to use the new resources.
- Note: **Catholic Education Week** – Themes have been developed for Catholic Education Week May 5- 10. Activities will tie in for to focus for each day during the week.
- Note: **GrACE Meeting** – Our GrACE meeting will take place on Thursday, April 11. This meeting to help us chart a direction in what we will be doing in the future. Bonnie Annicchiarico the GrACE Director will be leading our group.
- Note: **Holy Week Activities** – A list of Holy Week activities was circulated. It is noted the Relic of St. John Paul is coming to Holy Family Parish on April 10, 2019.
- Note: **Chaplain Update** – A Chaplain has been hired for Medicine Hat Catholic Schools starting on May 13, 2019 to work with students and staff of our two junior highs and high school.
- Note: **Consecration to Mary in the month of May** – A consecration of MHCBE to our Blessed Mother Mary will take place at the May Board Meeting on May 14th. Schools are invited to request a priest visit to have their schools consecrated during the month of May.

BOARD WORK PLAN

- Note: **Recruitment of the Superintendent of Schools** – The Board has sent the contract to Alberta Education for review, we are awaiting a response.
- Note: **Board Work Plan Development** – The Board Chair and Superintendent of Schools will revise the work plan and present to the Board in September for Board approval. .
- Note: **SPICE and Blueprints** – Trustee and Board Chair, Dick Mastel will attend the Blueprints Conference May 7-10, 2019.

ANNUAL BOARD SELF-EVALUATION

- Note: The Board reviewed their process and timelines from the previous years' evaluation to determination a date and process for the upcoming evaluation. Following a discussion, the Board noted it will forgo this year's evaluation.

3491 Motion. Robert Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education not proceed with a board self-evaluation for the current year".

Vote: In Favor – 4
Opposed – 1

Carried.

Note: Notice of Motion – Trustee, Mr. David Leahy presented three Notices of Motions to be brought forward at the May 14, 2019 Board Meeting:

1. Stakeholder Engagement
2. Budget
3. Retreat

CORPORATE COMMUNICATIONS

Note: **Media Release** – STREAM programming at Mother Teresa School.

Note: **School Art Winners** – Awards Ceremony, April 21, 2019 at 1 pm.

Note: **Letter from Roman Catholic Bishop of the Diocese of Calgary** – Catholic Education Sunday funds.

Note: **Letter of Support** – MHCBE for Saamis Immigration Services.

Note: **Privacy Education** – Letter from the Office of the Information and Privacy Commissioner.

APPENDIX “C”

ACTION ON SMOKING & HEALTH (ASH)

Note: A letter was received from Action on Smoking & Health looking for support of the legislation.

3492 Motion: Peter Grad: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education support ASH in their endeavors relating to the legislation procolation for Action on Smoking & Health”.

Carried unanimously.

APPENDIX “D”

SUPERINTENDENT OF SCHOOLS – Joe Colistro

Note: **Strategic Planning Session** – The Superintendent facilitated a Strategic Planning Session on April 4, 2019 from 4-7 pm. The planning session reflected on the success of the current priorities and establish Board priorities for the 2019-2020. school year. These priorities will guide the development of School Annual Plans and the Alberta Education Three Year Education Plan in the coming year. Over 30 participants including trustees, central office senior admin, school based administrators, support staff and parents participated in the planning session and discussed What we value about Catholic Education, and completed a SWOT analysis leading to initial thoughts for the 2019-2020 District priorities.

Note: **Edwin Parr** – This year we have a number of excellent first year teachers and, as highlighted earlier in the meeting, are pleased to announce that Wyatt Sehn from St. Mary’s School has been nominated for the Edwin Parr award representing MHCBE. The ASBA Zone 6 banquet where nominees are acknowledged and a zone 6 winner is chosen will take place on May 15th at the Heritage Inn, Taber, AB. Trustees and Admin confirmed who will be attending the event.

Note: **Canadian and International Trips 2019 – 2020** - As we enter the end of the 2018-2019 school year administrators have been reminded of the dates to apply for Canadian and International trips that will occur during the 2019-2020 school year. The Teacher in Charge must consult with and obtain the preliminary approval of the Principal before proceeding to plan a field trip. The Teacher in Charge submits Field Trip Form 260-3A to the

Principal for initial approval, at least six months prior to the trip. The Principal submits Field Trip Form 260-3A to the Superintendent of Schools/Field Trip Assessment Committee, for secondary review. Following this, trips are reviewed by the MHCBE Board for final approval. At the May Board meeting two requests for international trip will be brought forward.

Note: **Meeting with Marsh Insurance** – Senior Administration has met with Marsh Insurance. Topics included insurance renewal, student travel, accidents, and other risk management items. We also had the opportunity to discuss our current Field Trip AP 260 and the changes made to our field trip swimming requirements.

Note: **Upcoming School Events** – St. Mary's School - Disney's Aladdin Jr. April 10, 11, 2019 at the Esplanade; Monsignor McCoy High School - Disney's Freaky Friday May 10, 11, 2019 at the MH College; Elementary Schools Spring Sing May 16, 2019 MH College.

COMMUNICATIONS

Note: **Corporate Communications** – The April 2019 report is attached as an appendix to the minutes.

Note: **School Communications & Social Media** – The April 2019 report is attached as an appendix to the minutes.

APPENDIX "E"

ASSOCIATE SUPERINTENDENT HUMAN RESOURCES – Chuck Hellman - Absent

EARLY RETIREMENT INCENTIVE PLAN – ERIP

Note: In accordance with Article 7.4.2.1 of the Alberta Teachers' Association Collective Agreement, application for the Early Retirement Incentive Plan shall be filed no later than April 1, 2018. The Board has received applications from 5 employees. As per article 7.4.2.2, the School Jurisdiction will consider each application on its own merits and will inform each applicant in writing of the acceptance or rejection of the request by May 1.

3493 Motion. Robert Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10244 for \$20,000".

Vote: In Favor – 0
Opposed – 5

Defeated.

3494 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10346 for \$30,000".

Vote: In Favor – 0
Opposed – 5

Defeated.

3495 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10227 for \$20,000".

Vote: In Favor – 0
Opposed – 5

Defeated.

3496 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10301 for \$30,000".

Vote: In Favor – 2
Opposed – 3

Defeated.

3497 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10310 for \$20,000".

Vote: In Favor – 1
Opposed – 4

Defeated.

Note: **Tech Committee Update** – The Tech Committee has created a draft vision statement. This statement has been presented to the Leadership Team for input. Any Board feedback is welcome. The Vision is to provide a technology-rich teaching and learning environment that encourages collaboration, communication, innovation, and supports academic and professional proficiency for all students and staff. Once the Vision statement is finalized, the committee will start mapping out MHCBE's learning goals for the future, what PD we can offer teachers, and what technology skills we want to develop in MHCBE.

Note: **Staffing** – MHCBE has hired: a Chaplain for our District, a Physical Literacy Specialist at St. Francis Xavier School to assist in the school's vision for a sports academy. MHCBE has advertised for a drama teacher at Monsignor High School. Interviews have not taken place at this time. We have started planning staffing for the 2019/2020 school year. Senior administration will be visiting each school over the next few weeks to look at staffing needs throughout the District. We will be looking at the hard numbers each school has, and the staff necessary to fill each class. Senior administration and school principals will have a preliminary discussion as to the staffing plan for the 2019-2020 school year. Obviously, with the election coming, and no budget from the government, these discussions are preliminary only, but will lay the groundwork for discussion after the budget has been released.

Note: **Semester One Diploma Exam Results Report** – The results report was circulated to Trustees.

APPENDIX "F"

SECRETARY-TREASURER – Greg MacPherson

Note: **School Fees** – The 2019 – 2020 School Fees were approved by the Board in March 2019, we are awaiting Ministerial Approval before we can operationalize them.

Note: **LAPP Governance Structure** – We received a letter from LAPP regarding the new governance structure for LAPP, there does not appear to be an operational impact for MHCBE as a result.

Note: **Provincial Election** – Election is being held on April 16, 2019. Schools will have certain responsibilities. The following schools have been selected as polling stations for Cypress-Medicine Hat at Ecole St. John Paul II, St. Louis, St. Patrick's, Notre Dame Academy, St. Mary's. The schools are being made available for the election. Using the HourZero Guidelines an assessment was made of each of the schools and a decision was made to hire security guards at 4 of the 5 schools to address security issues. Negotiations with the Returning Officer resulted in certain funds being available for offsetting this cost. The remainder of the cost will be covered through the rental agreement.

Note: **Transfer of École St. Thomas d’Aquin** – The process is unfolding at the ministerial level, we are awaiting a response.

Note: **AP 550 – Transportation of Students** – Transportation of Students has been reviewed and amended. The major changes included enhanced guidelines for transportation of students living outside the boundary as well as providing for discipline, including suspension of bus privileges, for students. It will also be shared with Southland to clearly lay out our expected processes for dealing with issues. As well, a transportation handbook has been developed for internal use relating to processes when there are issues with specific areas of transportation. This has been shared with DLT and there were no issues with the AP or the Handbook. The Handbook will be a living document and adjusted as new issues arise. In the future it will be enhanced to include Special Transit and Taxis.

Note: **Request for Proposals RFP – Speech Language** – The contracts for the Speech Language works have been put out for tender in accordance with TILMA/NWTA in that the work being in excess of \$75,000. It also ensures we are obtaining value for money. In the interim, the use of the security guards is a measured response and mitigates the risk.

Note: **Request for Proposals RFP – Speech Language** – The contracts for the Speech Language works have been put out for tender in accordance with TILMA/NWTA in that the work being in excess of \$75,000. It also ensures we are obtaining value for money.

Note: **ASEBP Report** – Report circulated to Trustees for information.

APPENDIX “G”

SUPPORT TO MOTHER TERESA SCHOOL PROGRAM

Note: Support to Mother Teresa School STREAM Program – Allow for the library to be a pure open commons. Cost between \$64,000 to \$94,000. We have \$827,000 funds remaining. If approved, we could tender out Apr22, award in May commence in July completed for end of August.

3498 Motion. Robert Risling: “THAT the Board of Trustees for the MHCBE approve the addition of the modifications of the Mother Teresa School Library to configure it for a Learning Commons to support the STREAM initiative into the Infrastructure Maintenance Renewal budget in 2018-19 for up to \$94,000”.

Vote: In Favor – 4
Opposed – 1

Carried.

SOUTHLAND CONTRACT

3499 Motion. Peter Grad: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the three year extension to the transportation contract with Southland to end June 30, 2022 with the rates as outlined in Schedule A of the Agreement”.

Carried unanimously.

APPENDIX “H”

ASSOCIATE SUPERINTENDENT LEARNING SERVICES – Hugh Lehr

Note: **Learning Services Work Plan** – A work plan was developed to highlight learning services activity, it has been shared with the schools.

Note: **Learning Assistant PD Day** – We offered a keynote speaker and break out sessions for all District Learning Assistant staff. Topics included FASD, ASEBP, Workplace Burnout, Sensory Regulation and Brain Architecture.

Note: **Mental Health Regional Review** – The Southeast Regional Collaborative Service Delivery model is currently under review to determine what are best practices and how is the collaboration model effective. We are piloting the review at St. Mary's School.

EARLY CHILDHOOD SERVICES – Terri Ball

Note: **Out of School Care Review** – Parent and staff survey questions were developed and each elementary school with an Out of School Care Program now has the survey up and running. Data will be collected and information will be shared with stakeholders within the next couple of months. The committee continues to look at developing more effective and efficient registration forms, program plans and parent handbooks.

Note: **Early Year Evaluation** - MHCBE will be moving forward with training for our kindergarten and early learning teachers to administer the EYE-TA. We are planning a one day training session for May 10, 2019.

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Dick Mastel

Note: We met a couple of weeks ago. Reported on the future of St. Thomas d'Aquin School; the hiring of the new Chaplain position for MH Catholic Schools; the fundraising event scheduled for September 27, 2019 at Holy Family Parish being organized by the parish and the K of C and CWL, to celebrate the clergy in Medicine Hat, Bow Island, Drumheller, Oyen and Brooks. There is a golf meeting on Thursday April 11, 2019 at noon. Those that attended SPICE gave a report at the Foundation meeting. Next meeting is May 21, 2019.

Representative to ACSTA – Dick Mastel

Note: No meeting. Next meeting is the 2nd Thursday in June 2019.

Representative to Teacher Board Advisory Committee – Kathy Glasgo

Note: Trustee Glasgo met with Mr. Glen Barth, TBA representative, it was a good meeting. It is noted that next year the TBA will have all divisions at the table and will meet officially four times per year.

Representative to ASBA Zone 6 – Peter Grad

Note: Trustee Grad emailed the report to Trustees in advance of the meeting. There is a Zone 6 Executive Meeting April 17, 2019 in Medicine Hat. We will be having the meeting at École St. John Paul II with the Monsignor McCoy Foods Program catering the food for the meeting.

Representative to Support Staff Board Advisory Committee – ~~David Leahy~~ – Mr. Robert Risling

Note: Trustee David Leahy will no longer be the Trustee representative on this committee; Trustee Robert Risling will be the representative on this committee effective immediately. It is noted two Support Staff Representatives have resigned from the executive and replacements will be required.

Representative to Parent Association – Kathy Glasgo

Note: No report.

Representative to Salary Negotiations – ATA – Mr. Peter Grad

Note: ATA ratified last month. Local negotiations will now be undertaken.

Representative to Salary Negotiations – CUPE – Mr. Dick Mastel

Note: No report.

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

Note: No report.

Representative to Spiritual Leadership Scholarship Representative – Mr. David Leahy

Note: No report.

Representative to Student Board Advisory Committee – Mr. Dick Mastel

Note: A meeting was held March 28, 2019 with six students from St. Mary's School. A review of the meeting notes were shared with Trustees. Overall, students are happy at school, students did have suggestions for more activity-based Math and Science classes and more option choices overall including more field trips and community service projects. They are happy with the support they receive from their Teachers. They do like to be given choices in projects and writing topics. Generally comments about programs, teachers, technology were positive.

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

Note: No report.

MOVE IN-CAMERA (Labour)

3500 Motion. Peter Grad: "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 9:26 pm.

MOVE OUT OF IN-CAMERA

3501 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education moved out of In-Camera".

Carried unanimously.

Note: The Board moved out of In-Camera at 9:33 pm.

CLOSING PRAYER

Note: The meeting closed with prayer led by Kathy Glasgo.

ADJOURNMENT

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

Note: The meeting adjourned at 9:35 p.m.

Dick Mastel, Board Chair

Della Dewald, Executive Assistant