

Medicine Hat Catholic Board of Education



PUBLIC AGENDA

Tuesday, October 10, 2017 @ 6:00 p.m.

Catholic School Board Office
1251 – 1st Avenue SW Medicine Hat, AB

Medicine Hat Catholic Board of Education

ACTION AGENDA

DATE: October 10, 2017

Place: Catholic Education Centre

Time: 6:00 p.m.

	<p>WE ARE CALLED Always and Everywhere to: Model Christ, Pray and Serve, Build a Faith Community</p> <p>Theme for 2017-2018: “I have the strength for everything through Him who empowers me”. Phil 4:13</p>		
1.	<p><i>Opening Prayer – Blessing before a Meeting</i> Working for Justice & Compassion: Father, As we begin our meeting together, help us to work in common purpose that emphasizes your justice and compassion. Let our work be deemed beneficial to all and let your love come through our actions. We ask this in your name, Amen.</p>	Robert Risling	
2.	<p><i>Approval of the Minutes Regular Board Meeting</i> <u>♦Recommendation:</u> “THAT the Minutes of the Regular Meeting held September 12, 2017 be approved as circulated”</p>	Dick Mastel	
3.	<p><i>Approval of the Action Agenda</i> <u>♦Recommendation:</u> “THAT the Action Agenda dated October 10, 2017 be approved as circulated”.</p>	DM	<i>Encl. 1-4</i>
4.	<p><i>Approval of the Non-Action Agenda</i> <u>♦Recommendation:</u> “THAT the Non-Action Agenda dated October 10, 2017 be approved as circulated”.</p>	DM	<i>Encl. 5</i>
5.	<p><i>6:00 Presentations</i> <u>5.1 First Nation Metis & Inuit (FNMI) Presentation - Mrs. Raevon Gehring, FNMI Coordinator</u> for MHCBE will be in attendance to give a presentation on strategies to enhance FNMI programming in the MH Catholic Schools.</p>	DM/JC	
6.	<p><i>Corporate Communications</i> <u>6.1 Catholic Bishops of Alberta & NWT Letter Re: Election</u> <u>6.2 MHCBE nomination of Dr. Garry Andrews for ACSTA Honorary Award</u></p>	DM	<i>Encl. 6 - 7 8</i>
7.	<p><i>Board Work Plan</i> <u>7.1 Board & Superintendent of Schools Evaluation</u> - The Board will review the process for the evaluation. <u>7.2 Addition to the Board Work Plan</u> – ACSTA New Trustee Orientation Session, Nov 17, 2017 9 am – 11:30 prior to ACSTA AGM <u>7.3 Meeting with Bishop McGrattan</u> – Tentatively arranged for March 7, 2018 or March 8, 2018 from noon – 3 pm. Trustees will confirm.</p>	DM	<i>Encl. 9</i>

	<u>7.4 Bishop's Dinner</u> – Tickets purchased (table for 8), planning to attend: Dick Mastel, Peter Grad, Regina Durst, Joe Colistro, Chuck Hellman, Greg MacPherson, Derrian Hallas, Jill Wilkinson. The invitation will be extended to the Parent Association, should a parent like to attend, one or two members of administration will not attend.		<i>10 - 12</i>
8.	<u>Monsignor McCoy High School - Modernization</u> <u>8.1</u> Website: www.mccoymodernization.ca <i>The website contains the video interview describing the project as well as the online fundraising campaign.</i> <u>8.2</u> Monsignor McCoy High School Construction - Greg / Joe <u>8.3</u> Fundraising – Della	GM/JC	<i>(Report)</i> <i>13</i>
9.	<u>St. John Paul II School</u> <u>9.1</u> Planning & Construction – Greg / Joe	GM/JC	<i>(Report)</i> <i>14</i>
10.	<u>Superintendent of Schools Report – Mr. Joe Colistro</u> <u>10.1</u> Catholic Leadership <u>10.2</u> School Education Plan 2017 – 2018 <u>10.3</u> Emergency Protocol <u>10.4</u> Fall Board and DLT Retreat <u>10.5</u> International Students <u>10.6</u> Vital Signs <u>10.7</u> International Field Trips (standing item) <u>10.8</u> Communications Reports <u>10.8.1</u> Corporate Communications <u>10.8.2</u> School Communications & Social Media <u>10.8.3</u> Della & Derrian will give a brief overview of takeaways from the Canadian Association of Communicators in Education Conference (CACE).	JC	<i>(Report)</i> <i>15 – 18</i> <i>19</i> <i>20 – 23</i> <i>24 - 26</i>
11.	<u>Associate Superintendent Human Resources – Mr. Chuck Hellman</u> <u>11.1</u> Literacy – Numeracy Committee <u>11.2</u> Accountability and Assurance Models for School Board Planning	CH	<i>(Report)</i> <i>27</i> <i>Handout</i>
12.	<u>Secretary-Treasurer Report – Mr. Greg MacPherson</u> <u>12.1</u> Policy 1 – Foundational Statements <u>12.2</u> Policy 2 – Role of the Board <u>12.3</u> Policy 7 – Board Operations <u>12.4</u> Solar Panels – St. John Paul II School <u>12.5</u> Number of Non-Certificated Staff <u>12.6</u> 2017 – 2018 Fall Budget <u>12.7</u> Organizational Meeting <u>12.8</u> Special Meeting	GM	<i>Report</i> <i>28 – 30</i> <i>31 – 36</i> <i>37 – 40</i> <i>41 - 52</i>
13.	<u>Associate Superintendent Learning Services – Mr. Hugh Lehr</u> <u>13.1</u> Mental Health Strategic Plan	HL	<i>Report</i> <i>53</i> <i>54 - 59</i>
14.	<u>Coordinator of Early Childhood Services –Mrs. Terri Ball</u> <u>14.1</u> Early Learning and Kindergarten Professional Learning Update	TB	<i>Report</i> <i>60</i> <i>61</i>

15.	<i>Religious Education Coordinator Report – Mrs. Jill Wilkinson</i> <u>15.1 School Sponsored Masses</u> <u>15.2 Bible Liturgy</u> <u>15.3 Catholic Education Sunday</u> <u>15.4 Update on Newcurriculum Implementation</u> <u>15.5 Faith Formation for New Teachers</u>	JW	(Report) 62
16.	COMMITTEE REPORTS (presented by appointed Trustees) 16.1 Medicine Hat Catholic Schools' Education Foundation – <i>Mrs. Regina Durst</i> 16.2 Representative to ACSTA– <i>Mr. Dick Mastel</i> 16.3 Representative Teacher Board Advisory Committee – <i>Reverend Mr. Robert Risling</i> 16.4 Representative to ASBA Zone 6 – <i>Mr. Peter Grad</i> 16.5 Representative to Support Staff Board Advisory Committee– <i>Mrs. Regina Durst</i> 16.6 Representative to Parent Association– <i>Mr. Peter Grad</i> 16.7 Salary Negotiations <u>16.7.1 ATA– Mr. Peter Grad</u> <u>16.7.2 CUPE– Mr. Dick Mastel</u> 16.8 CUPE Staff Board Advisory Committee – <i>Reverend Mr. Robert Risling</i> 16.9 Spiritual Leadership Scholarship Board Representative – <i>Mrs. Regina Durst</i> <u>16.9.1 One Spiritual Leadership Scholarship Award nomination has been received. The Board will review the eligibility of the scholarship. Once approved, the Board will issue a cheque in the amount of \$250. The Awards Ceremony is set for November 8, 2017. A Trustee will present the Scholarship at McCoy's Awards Ceremony.</u> 16.10 Student Board Advisory Committee – <i>Mr. Dick Mastel</i> 16.11 Monsignor McCoy Modernization (Adhoc) Committee – <i>Mrs. Regina Durst</i> 16.12 School Parish Relations Committee Committee – <i>Mr. Robert Risling</i>	DM	
17.	<p style="text-align: center;"><i>Closing Prayer –</i></p> <p>Carrying out Your Ministry:</p> <p>Lord,</p> <p>Thank you for being with us during this meeting and for having guided our thoughts, words and actions. Stay with us now as we leave this meeting and return to our respective lives. Help us to keep you, as you are now, in our thoughts, words, and actions. We ask this in your name, Amen.</p>	Robert Risling	
18.	<i>Adjournment</i>	Dick Mastel	

NON – ACTION AGENDA

DATE: October 10, 2017

Place: Catholic Education Centre

Time: 6:00 P.M.

No.	INFORMATION ITEMS	PAGE
1.1	<p><u>CELEBRATE CANADA'S 150TH!</u></p> <p>A yearlong celebration! Canada 150 Happy Birthday Canada (1867–2017)</p>	
1.2	<p><input checked="" type="checkbox"/> VOTE - Municipal Election Monday, Oct. 16, 2017</p>	63 - 64
1.3	<p>TAXES – DECLARE YOUR SUPPORT for CATHOLIC SCHOOLS – <i>The Medicine Hat Catholic Board of Education</i> reminds our community of the importance of declaring your PROPERTY TAXES in support of Catholic Education How do you declare your support? - To ensure your property taxes are supporting Catholic Schools, you must declare your Catholic school support as “Separate” on your annual property assessment notice. <i>Contact the Taxation Office at the City of Medicine Hat, or the Town or Municipal Office in your area.</i> Changes made on or before Dec 31 will be in effect for the next taxation year. <i>Thank you for your supporting Catholic Schools.</i></p>	

Notice of Public Board Meetings

- All regularly scheduled Public Board Meetings are held the **2nd Tuesday** of each month at the Catholic Education Centre located at 1251 – 1st Avenue SW (unless otherwise advertised).
- Public Board Meetings for the Medicine Hat Catholic Board of Education begin at **6:00 pm** with **presentations at 6:00 pm** (unless otherwise advertised). General Public welcome to attend - Information @ www.mhcbe.ab.ca or 403.527.2292.



The Catholic Bishops
of Alberta and the
Northwest Territories

Les évêques catholiques
de l'Alberta et des
Territoires du Nord-Ouest

8421 - 101 Avenue, Edmonton, Alberta, Canada, T6A 0L1 | T 780.469.1010 F 780.465.3003

The Ministry of Catholic School Trustee

Dear Brothers and Sisters in Christ,

In preparation for municipal elections, which include the election of school trustees, the Bishops of Alberta have in the past offered a reflection on the ministry of a Catholic school trustee. As we approach the municipal elections of October 2017, we do so once again.

We strongly encourage your participation in the electoral process. In this letter, we propose the following considerations to guide your discernment of the appropriate candidate for the office of school trustee.

- The trustee is one to whom is entrusted by the Church and the electorate the serious responsibility of an essentially Catholic governance and oversight of our Catholic school districts.
- This demands of our trustees that they be not only stewards with exceptional governance skills but also people of faith and commitment to the Church and her mission.
- As trustees are carefully attentive to the wishes of the constituents and the mandates of Alberta Education, they must be committed to ensuring that their every decision will always accord with the truth of the Gospel and the teaching of the Church.
- The Catholic school trustee must possess attributes consistent with faith in Christ. Trustees are first and foremost disciples of Our Lord. Their love of Jesus will be reflected in full participation in the life of the Church and engagement in the community.
- The Catholic school trustee must at all times demonstrate fidelity to the Church, its teaching and its leaders. This enables the board of trustees and the local Church to think with one mind and work together in ministry to our students.
- The willingness and ability to share the faith with administration, teachers, students and the community is an essential feature of a Catholic school trustee.

As Catholics, we have a sacred duty and obligation to make an informed, moral choice in the selection of representatives of the community who will guide and govern, protect and maintain our Catholic schools. It is incumbent upon us to select leaders who will ensure the continued formation of our school communities in the values and teachings of our Lord as taught through our Church. We encourage you to exercise this responsibility in a spirit of prayer and in accord with an informed conscience.

Catholic Bishops of Alberta and NWT



Most Reverend Richard W. Smith
Archbishop of Edmonton



Most Reverend Gregory J. Bittman
Auxiliary Bishop of Edmonton



Most Reverend David Motiuk
Bishop of the Ukrainian Eparchy of Edmonton



Most Reverend Paul Terrio
Bishop of St. Paul



Most Reverend William McGrattan
Bishop of Calgary

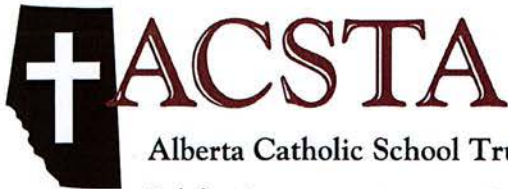


Most Reverend Gerard Pettipas CSsR
Archbishop Grouard-McLennan



Most Reverend Mark Hagemoen
Bishop of Mackenzie-Fort Smith

17 September 2017



Alberta Catholic School Trustees' Association

Celebrate, preserve, promote and enhance Catholic education

Suite 205, 9940 - 106 Street
Edmonton, Alberta, Canada T5K 2N2

Phone: (780) 484-6209 Fax: (780) 484-6248
Internet: www.acsta.ab.ca e-mail: admin@acsta.ab.ca

September 27, 2017

Mr. Dick Mastel
Board Chair
Medicine Hat Catholic Schools
1251 - 1 Avenue SW
Medicine Hat AB T1A 8B4

Dear Mr. Mastel:

On behalf of the ACSTA Board of Directors, I am pleased to inform you that your Board's nomination of Dr. Garry Andrews for an ACSTA Honourary Life Award has been accepted.

The award will be presented at the 2017 Convention Awards Banquet. The banquet commences with a reception at 6:15 p.m., Saturday, November 18 at The Westin Edmonton, 10135 - 100 Street. We will be informing Mr. Andrews of his award and inviting him to receive it at the banquet.

We also invite a representative of your Board to provide brief presentation remarks (2 minutes) and assist with the award presentation. We also request that you send your 2 minute opening presentation remarks to the ACSTA office by **Friday, October 27, 2017** to michelle@acsta.ab.ca so that we can verify that it fits within the allotted presentation time frame. In order to ensure the smooth running of our ceremony, we ask that you keep your opening speeches to a 2 minute time limit.

Banquet tickets are available at \$82 each for the representative and any others who wish to attend this special event. Tables can be reserved.

Please contact Michelle at michelle@acsta.ab.ca or 780/484-6209 to confirm who will be participating in the presentation, to indicate the number of banquet tickets your Board wishes to purchase, and to indicate whether you wish to reserve a table(s).

We look forward to seeing you at the 2017 Annual General Meeting and Convention.

Sincerely,

Dean Sarnecki
Executive Director

OFFICE OF THE
CHURCH OF ALBERTA
MEDICINE HAT
EDMONTON

OCT 30 2017

RECEIVED

MEDICINE HAT CATHOLIC BOARD OF EDUCATION – BOARD WORK PLAN 2017 – 2018 *(Approved Sept 12, 2017)*

SEPTEMBER 2017	OCTOBER 2017	NOVEMBER 2017	DECEMBER 2017	JANUARY 2018	FEBRUARY 2018	MARCH 2018	APRIL 2018	MAY 2018	JUNE 2018	JULY 2018	AUGUST 2018
<p>Policy 2 – Approve the Board Annual Work Plan BOARD MOTION (APPROVAL)</p> <p>ASBA Friends of Education, Honorary Life Member, Long Service Award, Premier’s Award, President’s Award <u>Sept 2017</u></p> <p>ASBA and ACSTA Awards Review</p> <p>Faith Formation Day All Division Staff-PD Sept 1, 2017</p> <p>Employee Recognition Program presentations at the Faith Formation Day</p> <p>Nomination Day - Sept 18, 2017 Municipal General Election</p>	<p>Policy 17 – By October 15 school councils provide Financial Statements</p> <p>Bishop’s Dinner Thurs. Oct. 19, 2017 Calgary, AB</p> <p>Special Board Meeting Trustee Swearing In Ceremony & Board Organizational Meeting Date TBA</p> <p>Begin Boundary Review (defined for February student registration) BOARD MOTION (APPROVAL)</p> <p>Fall Board & DLT RETREAT Mission, Vision Oct or Nov Date TBA</p> <p>MLA MEETINGS Fall OR Spring</p> <p>Election Day – October 16, 2017 Municipal General Election</p>	<p>Annual Education Results Report/Three Year Education Plan (combined report) due to AB ED by Nov 30 including Accountability Pillar Results Report BOARD MOTION (APPROVAL) ↓</p> <p>Audited Financial Statement and Management Letter - In Camera and Audited Financial Statement due to AB ED by Nov 30 BOARD MOTION (APPROVAL) ↓</p> <p>Fall BUDGET Revision BOARD MOTION (APPROVAL) ↓</p> <p>Special Board Meeting Nov. 2017 Date TBA (AERR, Audited Financial Statement & Fall Budget Approval)</p> <p>MHCBE New Trustee Orientation Session Date TBA</p> <p>ACSTA New Trustee Orientation Session Nov 17 9am-11:30am</p> <p>ACSTA AGM November 17 – 19, 2017</p> <p>ASBA AGM November 19 – 21, 2017</p> <p>ASBA New Trustee Orientation Session Nov 22 8am –4pm Edmonton post-AGM</p> <p>Policy 7 –inform the Board of the Honorarium</p> <p>Achievement Exam Review</p> <p>ACSTA Facilities and Covenant Review</p>	<p>Quarterly Finance Report (presented for information, no Board Motion)</p> <p>IMR Project Approval BOARD MOTION (APPROVAL)</p> <p>ASBA Strategic Plan Review</p>	<p>AP500 BUDGET Review</p> <p>Board Policy Review</p> <p>AP 505 – Begin review of School Fees approved in March</p>	<p>Gradual Retirement Plan (GRP) Review</p> <p>Board Reviews 3 Year Ed Plan to determine future priorities</p>	<p>Board Strategic Planning Session</p> <p>Quarterly Finance Report BOARD MOTION (APPROVAL)</p> <p>AP305 – Boundaries and Attendance areas established by March 31 BOARD MOTION (APPROVAL)</p> <p>AP 505 –School Fees approved by the Board by March 31 BOARD MOTION (APPROVAL)</p> <p>School Calendar approved by March 31 BOARD MOTION (APPROVAL)</p> <p>Preliminary Staffing/Student Enrolment Projections</p> <p>ASBA Edwin Parr Award Nominations begin March 01 Nominations close March 30</p> <p>MLA MEETINGS Spring OR Fall</p> <p>Meeting with Bishop McGrattan in Calgary March 7th or March 8th Noon - 3pm</p> <p>MHCBE Staff Social Event March 16, 2018</p>	<p>ERIP – Early Retirement Incentive Plan (ERIP) approval by April 30 BOARD MOTION (APPROVAL)</p> <p>Three Year Facility Plan / (Capital Plan) BOARD MOTION (APPROVAL)</p> <p>AP500 - Preliminary (DRAFT BUDGET) for Board Review</p> <p>Revised Staffing Report</p> <p>Diploma Exam Review</p> <p>Board Annual Work Plan Development</p> <p>SPICE Conference Apr 26 -29, 2018 Kananaskis</p> <p>BLUEPRINTS Conference May 1–4, 2018 Kananaskis</p> <p>Policy 7 - Annual Board Self-Evaluation & Superintendent Evaluation BOARD MOTION (APPROVAL)</p>	<p>Special Board Meeting May 2018 for Budget Approval BUDGET due to AB ED May 31 Date TBA BOARD MOTION (APPROVAL)</p> <p>Locally Developed Courses BOARD MOTION (APPROVAL)</p> <p>Staffing Report to the Board</p> <p>Revised (draft) BUDGET for Board Review & Stakeholder Feedback</p> <p>ASBA Zone 6 Edwin Parr Award Banquet in Taber</p>	<p>Staffing Report to the Board</p> <p>ASBA Spring Conference June 4–5, 2018</p> <p>Retiree Recognition Dinner June 11, 2018</p>		
<div> <div>Facility Planning / Boundary Review / Board Policy Review</div> <div> <div>IMPORTANT Yearly REMINDERS</div> <div> 1. Back to School BBQ’s 2. School Christmas Concerts 3. Fine Arts Productions 4. World Teacher’s Day Oct 5, 2017 5. Bishop’s Dinner Oct 19, 2017 6. Catholic Education Sunday Nov 5, 2017 7. Monsignor McCoy Awards, Nov 8, 2017 7. Education Week May 1 – 4, 2018 8. World Catholic Education Day May 10, 2018 9. Monsignor McCoy Grad May 16 – 18, 2018 * May 16, 2018 Rehearsal * May 17, 2018 Mass & Ceremony * May 18, 2018 Banquet </div> </div> </div>											

BISHOP'S DINNER 2017

YOUTH & VOCATIONS

- THEIR FAITH,

THE CHURCH

July 6, 2017

Mr. Joe Colistro
Medicine Hat Catholic Board of Education
1251 1 Ave SW
Medicine Hat AB T1A 8B4

Dear Mr. Colistro,

On October 19, I am honoured to be hosting the 2017 Bishop's Dinner. Each year a theme is chosen and those beneficiaries who are involved in that ministry of outreach. In 2018 Pope Francis will convene a Synod of Bishops to promote dialogue and receive input on Youth, Faith and Vocational Discernment in the Church. It is for this reason that I have chosen our Youth as the theme and thus the beneficiaries of this year's dinner.

It is my hope to establish a new focus and vision for the Dinner going forward by promoting the event as our Annual Diocesan Charity Gala. I also wish to acknowledge and thank Henry and Sharon van der Sloot for accepting to be honorary co-chairs of this event. The Dinner and evening will be an opportunity to build community among the parishes and geographical regions of the diocese by working together on a fundraising initiative that will directly support the mission of the diocese in our outreach to Youth in the parishes and communities of Southern Alberta. All this while enjoying a wonderful evening with friends, a meal, entertainment and presentations.

Our keynote speaker, Michael Chiasson will share his insights about the essential role that the Youth must play in the future of our Church. Michael is a Calgarian and spends his time running Access 52 Ministries, building relationships with and seeking the heart of young people around Southern Alberta. We will also be entertained by Canadian recording artist Janelle, a vibrant young Catholic woman from Lloydminster. The planning committee, which has representatives from throughout the diocese, are working hard under the leadership of the co-chairs to create a youthful atmosphere where the faithful of all ages will be engaged and renewed in our outreach to our young people. I also want to bring a message of hope and empowerment to the Youth of our diocese who will be attending the event. Your joining with me at the Bishop's Dinner would send a strong message of support to those who will be the future of our Church and society.

I recognize and acknowledge that in Alberta we are still experiencing economic situations that challenge many in our society and I want you to know that in choosing to be a sponsor for this fundraising gala or in attending the dinner you will be making a financial sacrifice that is greatly appreciated. Therefore, I offer you my sincere gratitude for considering your support of this worthy cause. I personally will be contributing and invite you to join with me in financially supporting the Youth and young people of our Diocese. All of us need to be committed in working hard to help our Youth build a just future in our society, both spiritually and temporally. Please join with me in celebrating our young people at this gala event.

Sincerely yours in Christ,



✠ Most Rev. William McGrattan
Bishop of Calgary

Hosted by Roman Catholic Diocese of Calgary

c/o Catholic Pastoral Centre
120 - 17 Avenue SW
Calgary, AB T2S 2T2

Charitable B/N 107909939 RR0076



BISHOP'S

DINNER 2017

YOUTH &

VOCATIONS

- THEIR FAITH,
THE CHURCH



Thursday, October 19

Commonwealth Centre 1177-3962 52 Ave NE Calgary

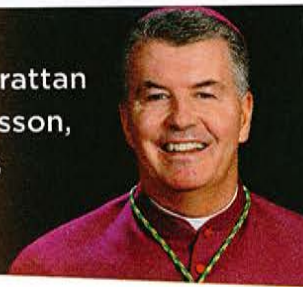
Cocktails 5:30

\$175/person

Dinner 6:30

\$1400/table of eight

An evening with Bishop William T. McGrattan
and our Keynote Speaker, Michael Chiasson,
on our Youth and their Faith, Vocations
and the Church.



Annual Diocesan Charity Gala

Supporting: One Rock 2018
Office of Vocations - Discernment Retreats
Leadership Builders - Youth Central
Medicine Hat Youth Action Society
Lethbridge Youth Foundation

Thursday, October 19

Cocktails 5:30

Dinner 6:30

Commonwealth Centre
1177-3962 52 Ave NE Calgary

Keynote: Michael Chiasson
- Access 52

**Co-chairs: Henry &
Sharon van der Sloot**

\$175/person

\$1400/table of eight

Hosted by
Roman Catholic Diocese of Calgary

For more information contact:

Samantha Jones, Event Coordinator
p. (403) 218-5531
e. samantha.jones@calgarydiocese.ca

To purchase tickets online visit: my.calgarydiocese.ca/bishopsdinner



Secretary Treasurer
Board Report – Modernization of Monsignor McCoy
October 10, 2017 Public Meeting

To be distributed at the meeting

Secretary Treasurer

Board Report – Construction of St. John Paul II School

October 10, 2017 Public Meeting

FWB architects can confirm the following milestones in the construction of St. John Paul 2 School:

- The glazing has been installed
- The building envelope is up, with the insulation installed. Cladding finish to follow
- Roof finish is being completed
- Interior walls are all constructed in place, with door frames, and some doors installed.
- Interior painting has commenced in some rooms.
- Services have been installed, and backfilling is nearly completed.
- The 4 Modular units are in place.

The estimated completion of the works in approx. 70% - Substantial completion is December/January 2017

October 10th
Regular Board meeting
Superintendent's Report

1. Catholic Leadership

a. Faith Formation – Council of Catholic School Superintendents (CCSSA).

On September 22nd members of leadership team from central office provided faith Formation for the CCSSA. Our presentation focused on Reflections on Christian leadership based on the book by Henri JM Nouwen titled *...In the name of Jesus*. Nouwen suggests that we need to have to trust that God is at work in us. What does that mean in our role as leaders? What decisions have we made lately and do they represent our call to be Christian leaders?

Henri Nouwen's book focuses on two stories, one Jesus's wilderness temptation and the other Peter's call to shepherd God's people. We challenged senior leaders from Catholic divisions throughout the province to look to God, through reflection, in three key areas, from relevance to prayer, from popularity to ministry, and from leading to being led. As Nouwen states: we cannot bring good news on our own. We are called to proclaim the Gospel together.

b. *The Marks of an Excellent Catholic Leader* Conference

The Council of Catholic School Superintendents of Alberta (CCSSA) is hosting a leadership Conference on October 12-13, 2017 in Red Deer Alberta. The conference will be centered on *The Marks of an Excellent Catholic Leader* document. This Catholic leadership framework is used to:

- Inspire Catholic leaders in their service of Catholic education
- Offer a role description for Catholic leaders
- Provide indicators and offer exemplars
- Create conversations around Catholic leadership
- Assist leaders as they strive for excellence in their vocation
- Serve as a resource when identifying, recruiting and hiring Catholic school leaders.

Keynote speaker: The Honourable Mr. Justice Kevin Feehan

Kevin Feehan is a Justice of Queen's Bench of Alberta. Prior to his appointment, he practiced law for 38 years with what now is the Dentons firm. From 1988 through 2016, he was very involved with the defense of Catholic education as counsel for the Alberta Catholic School Trustees Association (ACSTA) and many member boards.

I am excited to confirm that we have 4 central office and 9 school administrators attending the conference. This is excellent faith formation for our leaders.

2. School Educational Plan 2017-2018 - Update

Continuous improvement is expected of all schools. Planning and reporting processes at the school level are essential for focusing efforts to improve the quality of education provided to students. Each year

schools complete a **School Educational Plan**. School plans should focus on the strategic priorities of the Division and align with the Provincial Annual Education Results Report.

The Division priorities for 2017-2018 focuses on **OUR FAITH**, to enhance our Catholic identity. **ENHANCE STUDENT LEARNING THROUGH ACTIONS** that reflect the values of **INCLUSIVE EDUCATION**. Ensure every student is successful through **LITERACY AND NUMERACY**. Support student learning through the use of **TECHNOLOGY**. Provide a **CONTINUUM OF SUPPORT** for the **MENTAL HEALTH** and wellbeing for students, parents & staff.

Each priority includes strategies for implementation at the Division and school level and provides outcomes for what success looks like.

Details

Timeline for completion, Division level – August 30th, 2017- Completed and sent to admin

Timeline for completion, School level – October 23rd, 2017

Review- Superintendent and senior admin

Initial- October 17th - November 10th 2017

Follow-up May 1-31st 2018

Communication – posted to website after November 11th or when all reviews are completed

Input – Stakeholders including teachers, support staff, parent group, and at high school student feedback on some of the priorities.

Division Leadership Team was informed that Trustees have requested a briefing from DLT on their School Education Plan at a regular Board meeting. Presentations should be approximately 20-30 minutes in length. Prepare a 1-2 page handout that summarizes school strategies.

Recommendation: Receive as Information

3. Emergency Protocols

Last year we developed common language around Emergency Protocols with School Division #76 and Prairie Rose School Division #8.

An Emergency Protocol guide was developed and sent home to parents. Each staff member received a desktop copy and laminated poster to put up in their classroom.

School administrators have been asked to review these protocols on an annual basis.

We hope in the coming few months to introduce Hour Zero, a school emergency program, for the Division. The program is a complete emergency program for K-12 schools. Our Occupational Health and Safety Officer will be coordinating the delivery of the program.

Recommendation: Receive as Information

Attachment - Emergency Protocol Poster

Attachment - Why Hour Zero

4. Fall Board and DLT Retreat

The *Fall Board and DLT Retreat* is scheduled in the Board Work Plan for October or November. I would recommend that the retreat date be determined once the newly elected Board is in place. It had been decided that the retreat would be based on a review of the Mission and Vision statement for the Division. As outlined within our Philosophy:

Our Mission

In partnership with family, Church and community, we provide Catholic Education of the highest quality to our students.

Our Vision

A Gospel-centered community committed to:

- Learning excellence
- Christian service
- Living Christ

Our Motto

Showing the Face of Christ to All.

Our Values

We believe that Catholic education is a ministry that is at the heart of the Church.

In our ministry, we value and celebrate:

- Teaching and living our Catholic faith.
- Our Catholic traditions.
- Our ability to offer a full range of educational programs for all students.
- The uniqueness of each child (that each child is special).

Recommendation: Receive as Information

5. International Students

Our two international students from Yokohama Hayato School in Japan arrived last week. Previously scheduled to arrive on October 2nd the students were delayed in Calgary by an extra day due to the winter storm that we encountered.

After much planning and some anxiety the students and their chaperones were finally able to make it to Medicine Hat on October 3rd in the evening. The two students were met by myself and their homestays. The students were warmly greeted at Monsignor McCoy where they will be attending school for the next three months.



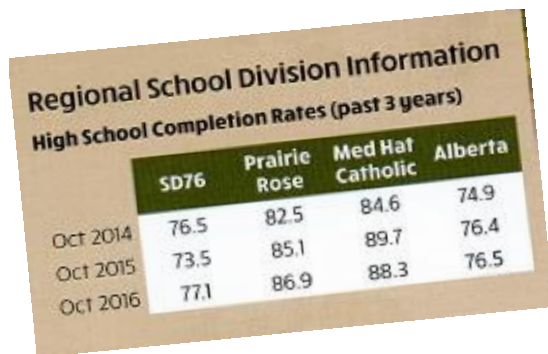
Recommendation: Receive as Information

6. Vital Signs

Mr. Hellman and I attended the Vital Signs annual luncheon and launch on October 5th. Representatives from throughout Medicine Hat and area were in attendance.

“Vital Signs is part of a Community Foundations of Canada program which sees Vital Signs reports published each year in many Canadian communities. The Vital Signs report is a periodic check-up that measures the quality of life in Canadian communities, identifies trends, and shares opportunities for action.”

The Regional School Division Information below was provided in the Vital Signs Booklet. We are proud of High School Completion rates.



The image shows a booklet page titled "Regional School Division Information" with the subtitle "High School Completion Rates (past 3 years)". It contains a table with four columns: SD76, Prairie Rose, Med Hat Catholic, and Alberta. The rows represent the years Oct 2014, Oct 2015, and Oct 2016. The completion rates are as follows:

	SD76	Prairie Rose	Med Hat Catholic	Alberta
Oct 2014	76.5	82.5	84.6	74.9
Oct 2015	73.5	85.1	89.7	76.4
Oct 2016	77.1	86.9	88.3	76.5

Recommendation: Receive as Information

Why Hour-Zero

Here are just some of the reasons to choose Hour-Zero to help you create a culture of preparedness.

1. K-12 SCHOOL DEDICATION - REALLY!

Quite simply, we only work with K-12 schools – not colleges and universities, not hospitals or shopping malls – just K-12 schools. Hour-Zero was created by individuals who have worked for school districts and understand the challenges of creating and maintaining an emergency program that is practical, effective and affordable for K-12 schools. We bring you the lessons learned of all industries but keep our focus on schools. We know you are unique and believe you deserve all of our attention.

2. COMPLETE SOLUTION.

We provide you with a complete solution. Four phases - check. ICS - check. Web Application - check. Digital mapping - check. Training - check. Crisis Communications - check. Equipment and Supplies - check. First Responder involvement - check. You get the idea. When you examine the entire list of things you need to have a complete program, you'll see you can put a checkmark next to Hour-Zero on every item.

3. RESPONSIVE. TIMELY.

We pay attention to what matters. When Sandy Hook happened, within 60 minutes we had created new communications templates for our clients to help them address this specific tragedy. When the H1N1 pandemic erupted, we got resource materials to our clients even before their health agencies did. When a student was abducted by a pedophile, police used Hour-Zero resources to help resolve the situation. Our clients know they can count on us when things are happening.

4. BEST PRACTICES, STANDARDS AND LEGISLATION.

Keeping current and compliant takes a full time effort. That's why our clients know they can depend on us to ensure their program aligns to current best practices, complies with applicable standards such as ICS, NIMS, NFPA1600/CSA 1600, and adheres to legislative requirements. We invest the time so you can be confident your program is solid.

5. EXPERIENCE.

For over a decade, Hour-Zero has been providing emergency preparedness services to K-12 schools. We have worked with small private schools to large urban districts across North America.

6. SIMPLE TO USE. EASY TO MAINTAIN.

HZ Online is simple to use – shockingly simple. And even easier to maintain. The application's intuitive navigation and user-friendly features pretty much render our detailed user guides shelf-ware. If you can click a mouse and type your name, you have the skills you need to use HZ Online.

7. MAPS. MAPS. MAPS.

Maps, floorplans, and digital imagery are critical components of your emergency plan. They capture the details of your school, identify evacuation routes, suitable spaces for lock-downs or shelter-in-place, and provide first responders with critical information even before they arrive on scene. And what's best of all you don't have to be a cartographer or CAD specialist to use Hour-Zero's mapTool. HZ mapTool lets you create or update your own emergency maps in minutes.

8. FLEXIBLE. SCALABLE.

One size doesn't fit all. We offer flexible program options to fit your needs and your budget. Whether you are single private school, large urban district or state/province – wide consortium, Hour-Zero program features and options will accommodate your needs.

9. LIGHTS. CAMERA. ACTION.

Hour-Zero's extensive training library includes all the materials you need to put any disaster diva through their paces. With online learning, tabletop exercises, interactive workshops and great resources, your team will be ready for the performance of a lifetime.

10. YOUR PULSE ON THE PLAN.

Hour-Zero Online incorporates functionality that keeps your plan current. Automated reminders, annual checklists, fall primers, task assignments, yearly drill training schedules, trackable online training, and – the big one – compliance reporting – are just some of the built in features that help ensure your plan is easy to manage and always up-to-date.



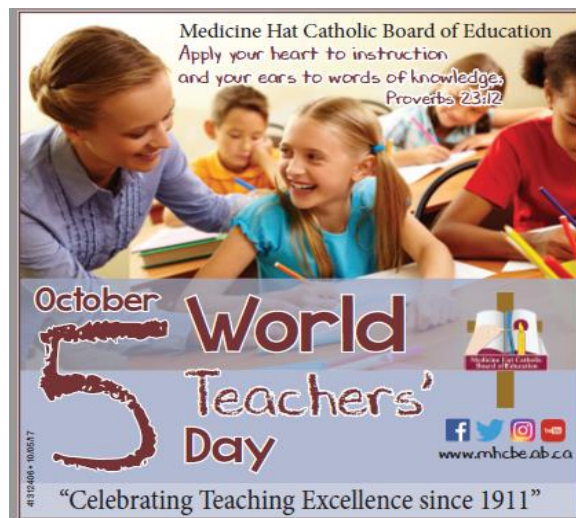
Why Hour-Zero?



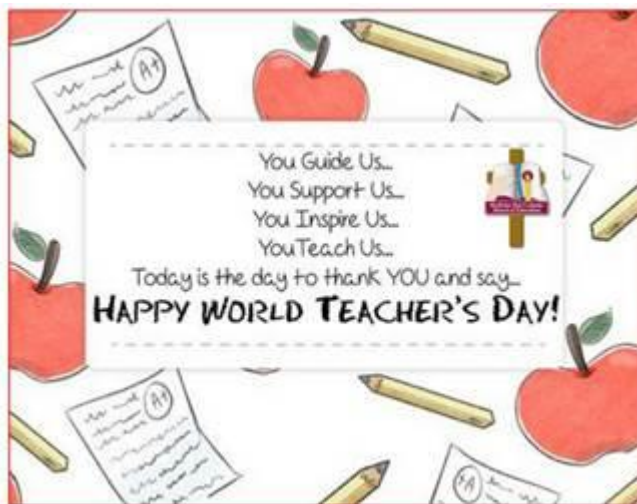
**Della Dewald Executive Assistant/Corporate Communications
Board Report October 10, 2017**

1. WORLD TEACHER'S DAY – Advertising & MH News Teacher Interview

- a. Thursday, October 5th is World Teacher's Day
 - i. Medicine Hat News Feature Insert to celebrate Teachers, featuring ads & interviews with Teachers in city schools
 - 1. **Ad Copy**
 - 2. **We arranged for MH News to interview Mr. Rob McDonnell on Friday, Sept 29th. The News wanted to feature exceptional teachers. You can view the online ad & story by clicking [here](#).**



3. All Division Staff Message from the Superintendent of Schools!



Greetings,

Today is World Teachers Day. I would like to thank each of you for your dedication, care and compassion. As I have stated before, you are making a difference, one filled with hope, for our students, families and community. While today is World Teacher Day I am reminded of the efforts you make each and every day. On behalf of the trustees, myself, and the team at central office a special thank-you to all of you.

You are where God needs you to be.

**Joe Colistro, Superintendent of Schools
Medicine Hat Catholic Board of Education**


2. FNMI – Orange Shirt Day – Wristbands, FNMI Presentations & MH News Interview

- a. Communications Team worked closely with FNMI Coordinator for the District
 - i. **3,000 Orange Shirt Day “Every Child Matters” Wristbands** for Staff & Students, Trustees.
 - ii. **FNMI presentations** in classrooms throughout the District. What is Orange Shirt Day, Why is it important, What is the message for students & staff?
 - iii. **MH News Interview** arranged with Raevon Gehring on Friday, September 29, **2017**
 - 1. **Thank you Raevon!** Fantastic, heart-warming interview!
 - 2. **Thank you St. Michael's School** for representing MHCBE on Orange Shirt Day. View the story by clicking [here](#)

3. Emergency Response Protocol

- a. In the event our Emergency Response Protocol is activated MH Catholic Schools now offer *School Messenger-Communicate* including Auto “text to voice” & SMS Text Messaging;
- b. Our Communications Contact will be on-call 24/7 with remote access to activate the emergency response messaging utilizing School Messenger-Communicate;
- c. This feature will be utilized from the District Level for “*URGENT/IMPORTANT MESSAGES FROM MEDICINE HAT CATHOLIC SCHOOLS*”.
- d. At this time, School Messenger is available to message Parents/Guardians of Students, district-wide; it is not *yet available* for staff.

Where to find the Emergency Response Protocol Guide?

Available electronically on the District Website under [MHCBE Connect](#), simply click the icon that looks like this →  on your School/District homepage and click on the guide.



Parents and Guardians

You can take advantage of our Text Messaging Service

Our school utilizes the SchoolMessenger system to deliver text messages, straight to your mobile phone with important information about events, school closings, safety alerts and more.*

You can participate in this free service* just by sending a text message of “Y” or “Yes” to our school’s short code number, **724665**.

You can also opt out of these messages at any time by simply replying to one of our messages with “**Stop**”.

SchoolMessenger is compliant with the [Student Privacy Pledge™](#), so you can rest assured that your information is safe and will never be given or sold to anyone.



**Opt-In from
your mobile
phone now!**



**Just send
“Y” or “Yes”
to 724665**

[Information on SMS text messaging and Short Codes:](#)

SMS stands for Short Message Service and is commonly referred to as a “text message”. Most cell phones support this type of text messaging. Our notification provider, SchoolMessenger, uses a true SMS protocol developed by the telecommunications industry specifically for mass text messaging, referred to as “short code” texting. This method is fast, secure and highly reliable because it is strictly regulated by the wireless carriers and only allows access to approved providers. If you’ve ever sent a text vote for a TV show to a number like 46999, you have used short code texting.

*[Terms and Conditions](#) – Message frequency varies. Standard message and data rates may apply. Reply HELP for help. Text STOP to cancel. Mobile carriers are not liable for delayed or undelivered messages. See schoolmessenger.com/tm for more info.





Medicine Hat Catholic Board of Education

www.mhcbe.ab.ca 403.527.2292 @MHCatholic

Emergency Protocols Guide

Lock Down

Lock Down

- There is an **immediate THREAT OF VIOLENCE** to students and staff **INSIDE** the school building.
Examples can include: Threats of Violence Inside the School
- The main objective of a Lock Down is to protect the safety of the maximum number of people by getting them behind locked doors.
- In a Lock Down situation, students and staff will be placed into secure areas and school will not operate as normal inside the building.
- No one will be allowed in or out of the school.
- The Lock Down will not end until the School Principal or Designate on-site issues the ALL CLEAR and doors are unlocked by the School Principal or Designate or Police.

Communication and Updates: In the event of a Lock Down it may not always be possible to respond to inquiries or send out information until after the incident has ended. Parents will be notified and kept informed if the protocol is initiated by one or more of the following ways:
Division and School Websites; Social Media; Email and Automated Phone Messaging.

Media: Media requests will be coordinated though the Office of the Superintendent of Schools and must be directed to the Executive Assistant- Corporate Communications.

Hold and Secure

Hold and Secure

- There is an **EMERGENCY SITUATION in close proximity** to the school, outside the school, on school grounds and/or unrelated to the school.
Examples can include: Phone Threat, Incident in the Neighborhood near the School.
- All exterior doors to the school are locked.
- The school operates as normal, inside the school walls. Any outdoor activities, field trips, etc. are cancelled.
- As the incident is occurring outside, access to and from the school is restricted and carefully monitored.
- The protocol will continue until the School Principal or Designate issues the ALL CLEAR.

Communication and Updates: Parents may, depending on the nature of the incident, be notified if the protocol is initiated by one or more of the following ways:
Division and School Websites; Social Media; Email and Automated Phone Messaging.

Media: Media requests will be coordinated though the Office of the Superintendent of Schools and must be directed to the Executive Assistant- Corporate Communications.

Shelter in Place

Shelter in Place

- There is an **ENVIRONMENTAL emergency in close proximity** to the school, outside the school, on school grounds and/or unrelated to the school.
Examples can include: Dangerous Goods Spill, Wildlife on the playground, Tornado, etc.
- If the threat is immediate, students and staff will be gathered into safer spaces, such as away from outside walls and large vented areas.
- Access to and from the school will depend on the ENVIRONMENTAL emergency.
- The protocol will continue until the School Principal or Designate issues the ALL CLEAR.

Communication and Updates: Parents will be notified if the protocol is initiated by one or more of the following ways:
Division and School Websites; Social Media; Email and Automated Phone Messaging.

Media: Media requests will be coordinated though the Office of the Superintendent of Schools and must be directed to the Executive Assistant- Corporate Communications.

Emergency Evacuation

Emergency Evacuation

- There is possible **DANGER INSIDE the school**.
Examples can include; Fire, Chemical Spill, Gas Leak, Bomb Threat etc.
- Students will be escorted by staff to a safe location away from the school.
- No one will re-enter the school until the School Principal or Designate issues the ALL CLEAR.

Communication and Updates: Parents will be notified if the protocol is initiated by one or more of the following ways:
Division and School Websites; Social Media; Email and Automated Phone Messaging.

Media: Media requests will be coordinated though the Office of the Superintendent of Schools and must be directed to the Executive Assistant- Corporate Communications.

EMERGENCY DRILLS

(Lock Down, Hold and Secure, Shelter in Place, Emergency Evacuation)

- Schools are required to conduct practice drills several times throughout the school year.
- Practice drills can occur at any time.
- There will be no official information provided regarding these drills from the division level.
It is up to the schools’ discretion whether to advertise these drills to their parents.

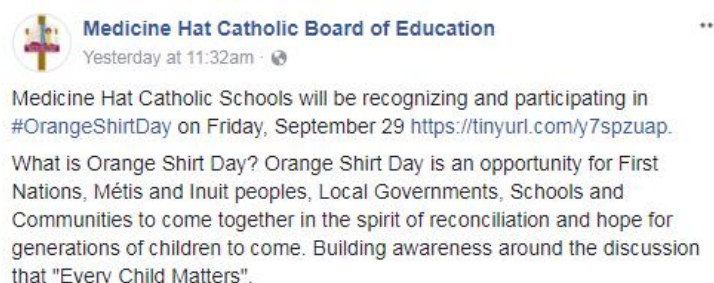
Derrian Hallas- *School Communications and Social Media*
Contact Information: derrian.hallas@mhcbe.ab.ca (403) 878-2017
#MHCatholic

Social Media Activity

778 to **800** "likes" on our **Facebook Page**
516 to **525** followers on **Twitter**
174 to **195** followers on **Instagram**



- Takeaways from Canadian Association of Communicators in Education (CACE) Conference
 - Edmonton, September 30-October 3



Medicine Hat Catholic Board of Education shared Shaw TV Medicine Hat's video.
September 14 at 8:51am · 🌐

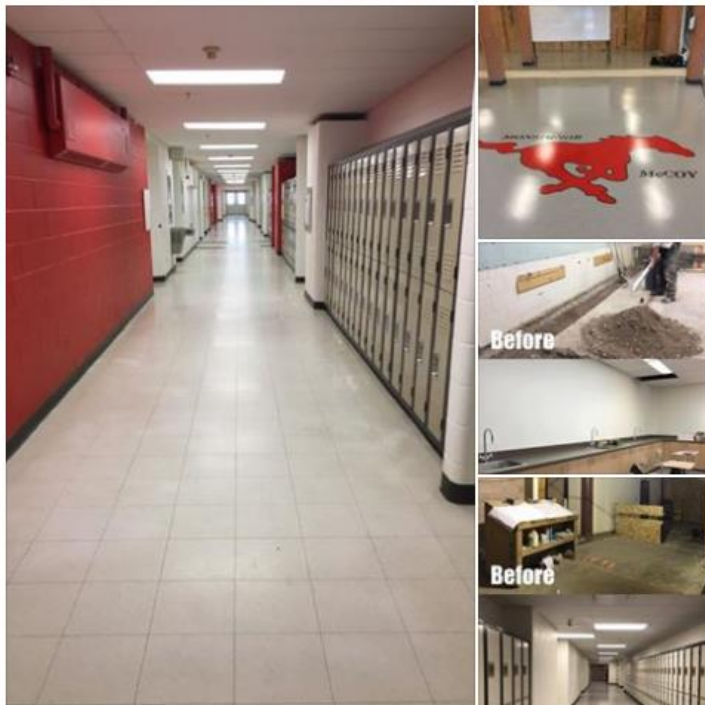
Students, drivers and parents... Let's keep everyone safe!
Remember to Stop, Look and Listen.
Special thanks to our AMA School Safety Patrollers, Willa & Ciara!



Medicine Hat Catholic Board of Education added 4 new photos.
September 7 at 10:31am · 🌐

We are pleased to announce that the Monsignor McCoy High School modernization is nearing completion!

As our fundraising draws to a close, we would like to reach out and thank our gracious donors. We couldn't have done it without you and the support of our Medicine Hat community. Thank you all!
<http://www.mhcbe.ab.ca/Donations%20to%20Date.php>



Medicine Hat Catholic Board of Education
September 5 at 12:36pm · 🌐

Medicine Hat Catholic Schools have been a vibrant part of our community since 1911... time flies! Wishing everyone a warm welcome back as we begin another wonderful school year 🍌🍎📖



A beautiful end to our Faith Formation Day as we celebrate our Employee Recognition Program & District Wide Mass at Holy Family Parish.

The Board of Trustees acknowledges our wonderful employees for your many years of service in our schools! The Board would also like to extend a warm welcome to our new employees. Welcome to a new school year everyone!





Medicine Hat Catholic Board of Education

September 19 at 1:21pm · 🌐

Notre Dame Hockey Academy crushin' it on the ice today during part 2 of their sport testing with Performance Edge Sport Testing ✓



Medicine Hat Catholic Board of Education added 7 new photos.

September 13 at 12:46pm · 🌐

Connecting communities to coastlines!

Our friends from the Vancouver Aquarium are here at St. Patrick's School with their #Canada150 AquaVan today! We are learning so much about aquatic life 🐟🦑🐙🐠🐡 thank you for visiting



Medicine Hat Catholic Board of Education

September 18 at 11:22am · 🌐

Colts Football season is in full swing. Click the link for photos of our Colts in action against MHHS and Strathmore! <https://tinyurl.com/y7bbpqo7>



Medicine Hat Catholic Board of Education

Published by Hootsuite (?) · September 15 at 9:01am · 🌐

ELECTION REMINDER: Medicine Hat Municipal Election Nomination Day is Mon, Sept 18. for Election Candidates <https://tinyurl.com/yakaosjw>



Medicine Hat Catholic Board of Education

September 5 at 10:12am · 🌐

GUESS WHAT! As of September 1, 2017 we have a NEW Name, we are now a School District- not a Regional Division, we have an updated logo, AND we are adding a 5th Trustee to our Board! Click the link to learn more about the Ministerial Order.

Medicine Hat Catholic Separate Regional Division #20

RECODE

Medicine Hat Catholic Board of Education

ACTED

Ministerial Order

By ministerial order, Medicine Hat Catholic Separate Regional Division No. 20 is dissolved and The Medicine Hat Roman Catholic Separate School District No. 21 is re-established effective September 1, 2017. Our school jurisdiction will be referred...

MHCBE.AB.CA



Medicine Hat Catholic Board of Education

3 hrs · 🌐

Check out our September Board Bulletin! <https://tinyurl.com/y93yyws5>



**Associate Superintendent Human Resources
Board Meeting, October 10, 2017**

Literacy - Numeracy Committee

As you are aware, one of the division's strategic priorities is, **"To Develop a Literacy and Numeracy Initiative to ensure every student is successful."** This committee has been developed, and has member representation from all schools. Also included in the committee membership are two school administrators, and one central office administrator. The chairperson of the committee is Trisha Sotropa. To date, the committee has met on two occasions, members are expected to present monthly to their entire staff's during a staff meeting. The next meeting of the committee is Oct. 11th.

The Medicine Hat Catholic Board of Education Literacy Plan has the following vision: **Students in Medicine Hat Catholic have the literacy competencies to participate fully and successfully in living, learning and work.** This vision statement mirrors the provincial vision statement on literacy.

To date the committee has completed the vision and goal statement. This will lead to the November 17th PD day in which schools will meet to develop concrete actions to support literacy in each school, in each classroom across the disciplines. (handout)

Action: N/A

Recommendation: Information

Accountability and Assurance Models of for School Board Planning and Results Reporting

Early Talk of a public assurance model for schools started around the same time as the 2013 Ministerial order came out from then Minister, Jeff Johnson. The government's work on Inspiring Education, the minister's 3 E's – ethical citizen, engaged thinker, entrepreneurial spirit, as well as the 10 competencies lent itself to more of an assurance model vs the traditional accountability model. Added to this was the gov't's plan to move from PAT's to more SLA's right up through Grade 9.

An assurance model requires **Learner Success** to be the primary focus, and school division's use: Accountability Pillar information, Community Engagement, and Local Strategic Priorities to report on and improve learner success. A short presentation will explain in more detail.

Action: N/A

Recommendation: Information

1. Policy 1 – Foundational Statements

Policy 1 was reviewed and cosmetic changes were made to correspond to the name change. First and second reading occurred at the September 12, 2017 Public Board Meeting.

Recommendation: *That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the third reading of the changes to Policy 1.*

Attachment: Amended Policy 1

2. Policy 2 – Role of the Board

Policy 2 was reviewed and cosmetic changes were made to correspond to the name change. First and second reading occurred at the September 12, 2017 Public Board Meeting.

Recommendation: *That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the third reading of the changes to Policy 2.*

Attachment: Amended Policy 2

3. Policy 7 – Board Operations

Policy 7 was reviewed and cosmetic changes were made to correspond to the name change. As well, the ward references were updated to correspond to the ministerial order. First and second reading occurred at the September 12, 2017 Public Board Meeting.

Recommendation: *That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the third reading of the changes to Policy 7.*

Attachment: Amended Policy 7

4. Solar Panels – St. John Paul II School

At the September 12, 2017 meeting the Board of Trustees inquired as to the cost of the solar panels being installed at St. John Paul II School. The cost is \$101,222 covered as part of the contract.

Recommendation: *None*

Attachment: *None*

5. Number of Non-certificated Staff

At the September 12, 2017 meeting the Board of Trustees inquired as to the number of non-certificated staff. As of September 21, 2017 there were 197 non-certificated employees representing 156.54 FTE.

Recommendation: *None*

Attachment: *None*

6. 2017-18 Fall Budget Update

The September 30 numbers for the funded enrolment have been received and will be distributed at the meeting with an estimate on the budget impacts.

Recommendation: *None*

Attachment: *None*

7. Organizational Meeting

In accordance with s. 64(1)(b) of the *School Act*, the organizational meeting for the Medicine Hat Catholic Board of Education will occur 6:00 pm on October 25, 2017 in the Board Room at the Catholic Education Centre.

Recommendation: *None*

Attachment: *None*

8. Special Meeting

A Special Meeting on Monday November 27, 2017 will be required to approve the 2016-17 Audited Financial Statements, the 2017-18 Fall Budget Update and the Annual Education Results Report. This will be held at 6:00 pm in the Board Room of the Catholic Education Centre.

Recommendation: *That the Board of Trustees for the Medicine Hat Catholic Board of Education call a special meeting on Monday November 27, 2017 at 6:00 pm in Board Room of the Catholic Education Centre to approve the 2016-17 Audited Financial Statements, the 2017-18 Fall Budget Update and the Annual Education Results Report.*

Attachment: None

Policy 1

~~DIVISION~~ FOUNDATIONAL STATEMENTS

Our Mission

In partnership with family, Church, and community, we provide Catholic Education of the highest quality to students.

Our Vision

A Gospel-centered community committed to:

- Learning excellence
- Christian service
- Living as Christ

Our Motto

Showing the Face of Christ to all.

Our Values

Catholic schools share a foundational belief that all children are loved by God, are individually unique and that the school has a mission to help each student to fulfill their God-given potential in all aspects of their persons: physically, academically, socially, morally and spiritually.

Medicine Hat Catholic Board of Education is committed to supporting inclusive communities that foster care and compassion of the students, families and staff with a complete offering of learning opportunities delivered within the context of Catholic teachings and tradition, and within the means of the Division District.

We believe that Catholic education is a ministry that is at the heart of the Church. In our ministry, we value and celebrate:

- Teaching and living our Catholic faith.
- Our Catholic traditions.
- Our ability to offer a full range of educational programs for all students.
- That every child is a unique creation who possesses an intrinsic dignity which must always be respected.
- Parents as primary educators. Parents have the first responsibility for the education of their children.

Our Principles of Practice

In our ministry we are called, always and everywhere, to:

- Model Christ
- Prayer
- Service
- Strive for Excellence
- Build Community
- Provide a welcoming, caring, respectful and safe learning environment for staff and students.

Our Commitment

The Catholic Church teaches that:

- a) Respect for the human person entails respect for the rights that flow from their dignity as a person.
n. 1930 Catechism of the Catholic Church
- b) Respect for the human person proceeds by way of respect for the principle that "everyone should look upon his neighbor (without any exception) as 'another self,' above all bearing in mind his life and the means necessary for living it with dignity."
n. 1931 Catechism of the Catholic Church
- c) The duty of making oneself a neighbor to others and actively serving them becomes even more urgent when it involves the disadvantaged, in whatever area this may be. "As you did it to one of the least of these my brethren, you did it to me." (Mt. 25:40)
n. 1932 Catechism of the Catholic Church
- d) With respect to the fundamental rights of the person, every type of discrimination, whether social or cultural, whether based on sex, race, colour, social condition, language or religion is to be overcome and eradicated as contrary to God's intent.
n. 1935 Catechism of the Catholic Church

Given these teachings and that which is embedded in the:

- a) Alberta Human Rights Act;
- b) School Act (Education Act);
- c) Alberta Bill of Rights;
- d) Canadian Charter of Rights and Freedoms;
- e) The Alberta Act (1905);

and guided by the teachings of the Catholic Church, the Medicine Hat Catholic Board of Education is committed to ensuring that all students and their families of our community will be provided with:

- a welcoming, caring, respectful, safe, Catholic learning environment that respects diversity and nurtures a sense of belonging;
- an inclusive community that teaches care and compassion regardless of age, race, colour, place of origin, ancestry, family status, religious beliefs, physical disability, mental disability, gender, gender identity, gender expression, sexual orientation and require that every person be treated with dignity and respect;
- spiritual, physical, academic, emotional and social development, which allows students to achieve their individual potential;
- an educational environment which fosters respectful and responsible behaviors free from discrimination, prejudice, harassment and bullying;
- meaningful and relevant learning experiences that include appropriate instructional supports and meaningful differentiation to inform programming.

Translating Ideas into Actions

We are called to model Christ

We are called to model Christ

Christ's Life and Teaching Serve as our Foundation

- We provide an education based on the teachings of Christ:
 - ◆ What would Jesus do? How did He act when faced with challenge or adversity?
 - ◆ We look for the lesson in every situation.
 - ◆ Empty yourself of your "self".
 - ◆ We make time for prayer.
- We provide a Christian environment.
 - ◆ We nurture each student in a positive, caring, and safe learning environment.
 - ◆ We work out of love not fear.
 - ◆ We are constant in our love and actions.
 - ◆ We ensure the equality of opportunity for each child and a respect for individual differences.

We are called to be Prayerful

We are called to be Prayerful

Prayer Brings us into a Better Relationship with God and Others

- It is a way of life in our Catholic faith.
 - ◆ Our Catholic faith permeates all that we do.
 - ◆ We celebrate the traditions of Church.

We are called to Service

We are called to Service

Service is an Extension of Modeling Christ

- We need to celebrate our ability to serve.
 - ◆ We find joy in service. It is in giving that we receive.
- We are faith leaders, modeling Christian values.
 - ◆ We practice Christian Leadership.
 - ◆ Actions speak louder than words.
- We encourage our students to practice Christian service.
 - ◆ We need to increase the level of awareness of the service we do already.
 - ◆ We can perform different kinds of service.

We are called to Strive for Excellence

We are called to Strive for Excellence

Excellence is the Essence of Who We Are

- It fits with our vision and mission.
- It is about reaching individual potential—being the best we can be.
 - ◆ Our schools promote spiritual, physical, academic, emotional and social development, which allows everyone to achieve their God-given potential.
- Facilitating opportunities for growth and promoting best teaching practices.
- Opportunity to live what we believe.

We are called to Build Community

We are called to Build Community

We Build on our Individual and Collective Strengths

- Building community is an extension of our Mission and our faith.
- Building community sets the stage for everything else we do.
- Our students are supported by parents, parish and community
- Our schools work together for the benefit of the community.
- Our schools welcome everyone.
- We need relationships and networks to face the challenges we have.
- Working together we can do more.
- Community shows us we need each other and that we can seek out support.
- We can build on the strengths of others.

We are called to provide a Safe & Caring Environment

We are called to Provide

A Welcoming, Caring, Respectful And Safe Learning Environment

The Board is committed to ensuring that each student and staff member has access to a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.

DIVISION LOGO



Logo Description- Each item in the design is doubly symbolic in order to represent both: (a) Religious and (b) Educational Functions of the Board:

Candle and Flame:

- (a) The Presence of God
- (b) Passing on the Knowledge, Enlightenment

The Book:

- (a) The Bible, the Gospels and the Word of God
- (b) the tools the students access for Knowledge and Learning

The Cross:

- (a) Christ Centered Education
- (b) The Calling of Catholic Education in our Division

Reference:

Alberta Human Rights Act
 School Act (Education Act)
 Alberta Bill of Rights
 Canadian Charter of Rights and Freedoms.
 Council of Catholic Superintendents (2015) Life Framework.
 Council of Catholic Superintendents (2016) A Resource for a Pastoral Approach to Supporting and Guiding Student in Inclusive Communities – Gender Identity and Expression
 CCSSA Commitment to Inclusive Communities
 Catechism of the Catholic Church

Legal Reference: Section 8, 13, 39, 45, 45.1, 47, 60, 61, 78, 113 School Act

First Reading December 13, 2011
 Second Reading March 13, 2012
 Third Reading March 13, 2012

First Reading March 08, 2016
 Second Reading March 08, 2016
 Third Reading March 21, 2016

First Reading
Second Reading
Third Reading

Policy 2

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ROLE OF THE BOARD

As the elected corporate body in Medicine Hat Roman Catholic Separate School District No. 21 ~~Regional Division No. 20~~, the Board is responsible for the development of policies and goals to set direction and guide the provision of education services to student's resident within the ~~Division~~ District.

Alberta legislation defines what Boards must and may do. In addition, legislation allows Boards to delegate almost all of these duties. The Board has defined its governance role as outlined below. Further, the Board must fulfill its key role of ensuring education in the ~~Division~~ District is rooted in "Showing the Face of Christ to All".

Specific Areas of Responsibility

1. Accountability to Provincial Government

- 1.1 Act in accordance with all statutory requirements to implement provincial and education standards and policies.
- 1.2 Perform Board functions required by governing legislation.
- 1.3 Subsequent to the date of a general election and before December 31 of the same year, may pass a resolution to opt in or out of the Alberta School Foundation Fund (ASFF) and advise the Minister and local municipalities forthwith.

2. Accountability to the Division's Communities

- 2.1 Make evidence based decisions which reflect the Gospel values and represent the interests of all students served.
- 2.2 Establish processes and provide opportunities for community input.
- 2.3 Develop procedures for and hear appeals as required by statutes and/or Board policy.
- 2.4 Proactively work to build community support for this Catholic education system.
- 2.5 Report at least annually the success and challenges of the ~~Division's~~ District's priorities, goals and desired outcomes
- 2.6 Annually approve a communications strategy.
- 2.7 Be visible in our school communities.

3. Faith Leadership

- 3.1 Make decisions which reflect Catholic values and beliefs.
- 3.2 Be visible within the Catholic faith community.
- 3.3 Participate in ~~Division~~ District Faith Development Opportunities.

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3.4 Ensure that a strong Faith Development component is provided for all students and staff.

3.5 Participate in ACSTA.

4. Three-Year Education and Strategic Planning

4.1 Provide overall direction for the Division by establishing mission, vision, strategic priorities and key results.

4.2 Annually approve Three Year Education Plan process and timelines.

4.3 Identify Board priorities at the outset of the Annual Three Year Education Planning process.

4.4 Annually approve the Three Year Education Plan and AERR for submission to Alberta Education by the respective due dates.

4.5 Approve the Annual Education Results Report (AERR) for distribution to the public.

4.6 Annually approve budget (driven by the Three Year Education Plan).

4.7 Annually evaluate the effectiveness of the ~~Division~~ District in achieving student outcomes and other established goals and desired results.

4.8 Annually identify long-term strategic priorities.

5. Policy Development

5.1 Identify areas that require Board policy and identify the preferred future to result from policy implementation.

5.2 Evaluate policy impact to determine if the preferred future has been achieved.

5.3 Delegate authority to the Superintendent and define commensurate responsibilities.

6. Board / Superintendent Relations

6.1 Select the Superintendent of Schools who is the Chief Executive Officer (CEO) and Chief Education Officer of the Board.

6.2 Provide the Superintendent with clear corporate direction.

6.3 Delegate, through written Board policy, administrative authority to the Superintendent and identify responsibility subject to provisions and restrictions in the School Act.

6.4 Evaluate annually the Superintendent in regard to the Superintendent's job description and additional Board direction.

6.5 Review annually the Superintendent's compensation package.

6.6 Respect the authority of the Superintendent to carry out executive action and support the Superintendent actions which are exercised within the delegated discretionary powers of the position.

6.7 Interact with the Superintendent in an open, honest, respectful and professional manner.

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7. Political Advocacy

- 7.1 Utilize ASBA and ACSTA advocacy services.
- 7.2 Develop a yearly plan for advocacy. Consider the focus of such advocacy, key messages and advocacy mechanisms.
- 7.3 Enlist the support of local MLA's and provide a leadership role in support of our students and Catholic education initiatives.
- 7.4 Include meetings with municipal governments and neighboring educational/public service governing authorities as appropriate to achieve political ends.
- 7.5 Work with parents, community members, school council members and other elected bodies to advocate for continued improvements to the quality of Catholic education opportunities provided to the students of the Division.
- 7.6 Advocate for the maintenance and development of Catholic education in the Division and the Province.

8. Board Development

- 8.1 Review annually the Board's effectiveness.
- 8.2 Develop a yearly plan for Board development including increased knowledge of the Board's role, processes and issues to further the implementation of the Three-Year Plan.

9. Fiscal

- 9.1 Approve budget assumptions at the outset of the budget process.
- 9.2 Determine the basis for annual resource allocations.
- 9.3 Approve annually the ~~Division's-District's~~ budget for submission to Alberta Education by the due date.
- 9.4 Ensure resources are allocated to achieve the goals, priorities and desired outcomes in the ~~Division's District~~ Three-Year Education Plan.
- 9.5 Approve annually the Three-Year Capital Plan and Facilities Master Plan for submission by the due date.
- 9.6 Receive Audit Report and Management Letter and ensure quality indicators in CEO Evaluation are met.
- 9.7 Receive fiscal accountability reports to ensure the fiscal management of the Division.
- 9.8 Set the mandate and ratify Memoranda of Agreement with bargaining units.
- 9.9 Appoint an Auditor and an architectural firm for the ~~DivisionDistrict~~.
- 9.10 Appoint annually signing authorities for the ~~DivisionDistrict~~.
- 9.11 Approve tenders over \$200,000.
- 9.12 Annually approve instructional/general fees for all students.

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- 9.13 Approve joint use agreements and those partnership agreements that require a financial obligation of the Board.

Selected Responsibilities

1. Setting the initial parameters and approving the annual school-year calendar;
2. Naming of educational facilities;
3. Approving the acquisition and/or disposition of land and buildings;
4. Approving school attendance boundaries;
5. Approving transportation contracts;
6. Approving locally-developed, acquired and authorized junior and senior high school complementary courses;
7. Approving alternative programs;
8. Liaising with Parish Councils within the Division District;
9. Hearing of an appeal of a discrimination or harassment complaint.
10. Approve the Board Annual Work Plan.
11. Approve Transportation Fees. (*from Policy 11*)

Reference: Section 22, 39, 56, 60, 61, 62, 63, School Act

First Reading: MARCH 11, 2008
 Second Reading: MARCH 11, 2008
 Third Reading: APRIL 08, 2008

First Reading: December 13, 2011
 Second Reading: March 13, 2012
 Third Reading: March 13, 2012

First Reading
Second Reading
Third Reading

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BOARD OPERATIONS

The Board believes that its ability to discharge its obligations in an efficient and effective manner is dependent upon the development and implementation of a sound organization design. In order to discharge its responsibilities to the electorate of the Division, the Board shall hold meetings as often as is necessary. A quorum, which is a simple majority of the number of trustees, must be present for every duly constituted meeting. The Board has adopted policies so that the business of the Board can be conducted in an orderly and efficient manner.

The Board believes that its fundamental obligation is to build and preserve the public trust in education, generally, and in the affairs of its operations in particular. Consistent with its objective to encourage the Catholic community to contribute to the educational process, Board meetings will be open. Towards this end, the Board believes its affairs are to be conducted in public to the greatest extent possible.

The Board believes there are times when public interest is best served by private discussion of specific issues in "in-camera" sessions. The Board believes it is necessary to protect individual privacy and the Board's own position in negotiating either collective agreements or contracts and therefore expects to go in-camera for issues dealing with individual students, individual employees, land, labour, litigation or negotiation.

The Board welcomes opportunities to become familiar with the views of parents or electors through presentations at Board meetings.

1. Wards

~~Within the stipulations of Ministerial Orders 086/94 and 170/94 establishing the Medicine Hat Catholic Separate Regional Division No. 20, and subsequent Ministerial Orders 009/2007 and 039/2009 Within the stipulations of Ministerial Order 034/2017,~~ the Board has approved bylaw 2010/01-2017/01 to provide for the nomination and election of trustees within the Division by wards, and electoral subdivisions where appropriate.

1.1 Electoral Ward 1 shall comprise all those lands within the former Medicine Hat Roman Catholic Separate School District No. 21 and as amended from time to time:

1.1.1 ~~Four (4)~~ Five (5) trustees shall be elected at large from within the Ward.

~~1.2 Electoral Ward 2 shall comprise all those lands within the former Bow Island Roman Catholic Separate School District No. 82:~~

~~1.2.1 One (1) trustee shall be elected at large from within the Ward.~~

~~4.3~~ 1.2 The provisions of the Local Authorities Election Act respecting the election of trustees shall apply to every election in each ward and electoral subdivision in the same manner as if it were a subdivision in a school division.

~~4.4~~ 1.3 If a vacancy occurs in the membership of the Board during the three years following an election, a by-election may be held, unless this vacancy occurs in the last six months before the next election.

2. Organizational Meeting

An organizational meeting of the Board shall be held annually, and no later than four weeks following election day when there has been a general election. The Superintendent or designate will give notice of the organizational meeting to each trustee as if it were a special meeting.

Each trustee will take the oath of office immediately following the call to order of the organizational meeting after a general election. Special provisions will be made for a trustee taking office following a by-election.

As per the School Act, the Secretary Treasurer act as Chair of the meeting for the purpose of the election of the Board Chair. Upon election, the Board Chair shall preside over the remainder of the organizational meeting. The Board Chair shall be elected for a period of one year.

The organizational meeting shall, in addition include, but not be restricted to, the following:

- 2.1 Elect a vice-chair;
- 2.2 Create such standing or ad hoc committees of the Board as are deemed appropriate, and appoint members;
- 2.3 Appoint Board representatives to the various Boards or committees of organizations or agencies where the Board has regular representation, as appropriate;
- 2.4 Establish a schedule (date, time and place) for regular meetings, and any additional required meetings;
- 2.5 Review Board member conflict of interest stipulations and determine any disclosure of information requirements; and
- 2.6 Other organizational items as required.

Trustees will volunteer for committee and representative assignments.

3. Regular Meetings

3.1 Regular Board meetings will be held once every month as a general rule. There will be no meeting in July or August. The schedule of meetings will be set at the Board's annual organizational meeting or the first regularly scheduled meeting.

3.1.1 Notwithstanding the schedule noted above, the Board may, by resolution, alter the schedule in such manner as it deems appropriate.

3.2 All trustees shall notify the Board Chair or the Superintendent if they are unable to attend a Board meeting.

- 3.3 All trustees who are absent from three consecutive regular meetings shall:
 - 3.3.1 Obtain authorization by resolution of the Board to do so; or
 - 3.3.2 Provide to the Chair evidence of illness in the form of a medical certificate respecting the period of absence.

Failure to attend may result in disqualification.

- 3.4 If both the Chair or Vice-Chair through illness or other cause are unable to perform the duties of the office or are absent, the Board shall appoint from among its members an acting Chair, who on being so appointed has all the powers and shall perform all the duties of the Chair during the Chair's and Vice-Chair's inability to act or absence.
- 3.5 Regular meetings of the Board will not normally be held without the Superintendent and/or designate(s) in attendance.

4. Special Meetings

- 4.1 Occasionally, unanticipated or emergent issues require immediate Board attention and/or action.
- 4.2 Special meetings of the Board will only be called when the Chair, the majority of Trustees ~~or the Minister, or the Superintendent~~ is of the opinion that an issue must be dealt with before the next regular Board meeting.
- 4.3 A written notice of the special meeting including date, time, place and nature of business shall be issued to all trustees by registered mail (at least seven days prior to the date of the meeting) or in person (at least two days prior to the date of the meeting) unless every trustee agrees to waive in writing the requirements for notice.
- 4.4 The nature of the business to be transacted must be clearly specified in the notice of the meeting. Unless all trustees are present at the special meeting, no other business may be transacted. Items can be added to the agenda only by the unanimous consent of the entire Board.
- 4.5 Special meetings of the Board will not normally be held without the Superintendent and/or designate(s) in attendance.

5. In-Camera (Private) Sessions

The School Act uses the term "private" for non-public meetings. Robert's Rules of Order uses the term "executive session" for the same distinction. The term "in-camera" is commonly used and is synonymous with the other two terms.

The Board may, by resolution, schedule an in-camera meeting at a time or place agreeable to the Board or recess a meeting in progress for the purpose of meeting in-camera. Such resolutions shall be recorded in the minutes of the Board and shall specify those individuals eligible to attend in addition to trustees and the Superintendent. The reason for the In-Camera session shall be stated prior to its approval and shall be limited to discussion pertaining to the following stated reasons:

- 5.1 Individual students and ECS children;
- 5.2 Individual employees and personnel matters;

- 5.3 Collective bargaining issues;
- 5.4 Litigation issues;
- 5.5 Acquisition/disposal of property; and
- 5.6 Other topics that a majority of the trustees present feel should be held in private, in the public interest

Such sessions shall be closed to the public and press. The Board shall only discuss the matter which gave rise to the closed meeting. Board members and other persons attending the session shall maintain confidentiality and not disclose the substance of discussions at such sessions.

The Board shall, during the in-camera session, adopt only such resolution as is required to re-convene the Board in an open, public meeting.

6. Agenda for Regular Meetings

The Board Chair in consultation with the Superintendent is responsible for preparing an agenda for Board meetings.

6.1 The order of business at a regular meeting shall be as follows:

6.1.1 Opening

- ♦ Call to Order
- ♦ Opening Prayer
- ♦ Approval of Minutes
- ♦ Consideration of the Action Agenda
 - Modifications, Additions, Deletions
 - Approval
- ♦ Consideration of Non-Action Agenda
 - Approval

6.1.2 Corporate Communications

6.1.3 Presentations/Delegations

6.1.4 Action Items

6.1.5 Committee Reports

6.1.6 Non Action Items

6.1.7 Adjournment

- 6.2 The agenda will be supported by copies of letters, reports, contracts and other materials as are pertinent to the business which will come before the Board and will be of value to the Board in the performance of its duties.
- 6.3 Items may be placed on the agenda in one of the following ways:
 - 6.3.1 By notifying the Superintendent or Board Chair at least eight (8) working days prior to and not including the Board meeting day.
 - 6.3.2 By notice of motion at the previous meeting of the Board.
 - 6.3.3 As a request from a committee of the Board.
 - 6.3.4 Issues that require Board action may arise after the agenda has been prepared. The Board Chair, at the beginning of the meeting, shall ask for additions to and/or deletions from the agenda prior to agenda approval. Changes to the agenda may be made by a majority of those present.
- 6.4 The agenda package, containing the agenda and supporting information, will be delivered to each trustee at least four (4) calendar days prior to the date of the meeting. Subsequently, emergent information may be sent electronically.
- 6.5 The list of agenda items shall be posted on the Division website and be available in the Division Office. Any elector may inspect the agenda and request a paper copy.
- 6.6 The Board will follow the order of business set by the agenda unless the order is altered or new items are added by agreement of the Board.
- 6.7 During the course of the Board meeting, the majority of trustees present may amend the agenda and place items before the Board for discussion. The Board may take action on such items.

7. Minutes for Regular or Special Meetings

The Board shall maintain and preserve by means of minutes a record of its proceedings and resolutions.

7.1 The minutes shall record:

- 7.1.1 Date, time and place of meeting;
- 7.1.2 Type of meeting;
- 7.1.3 Name of presiding officer;
- 7.1.4 Names of those trustees and administration in attendance;
- 7.1.5 Approval of preceding minutes;
- 7.1.6 A brief summary of the circumstances which gave rise to the matter being debated by the Board;
- 7.1.7 All resolutions, including the Board's disposition of the same, placed before the Board, must be entered in full;
- 7.1.8 Names of persons making the motion;
- 7.1.9 Points of order and appeals;

- 7.1.10 Appointments;
- 7.1.11 Summarized reports of committees;
- 7.1.12 Recording of the vote on a motion (when requested pursuant to the School Act); and
- 7.1.13 Trustee declaration pursuant to the School Act.
- 7.2 The minutes shall:
 - 7.2.1 Be prepared as directed by the Superintendent;
 - 7.2.2 Be reviewed by the Superintendent prior to submission to the Board;
 - 7.2.3 Be delivered to all trustees prior to the next regular meeting of the Board;
 - 7.2.4 Be considered an unofficial record of proceedings until such time as adopted by a resolution of the Board;
 - 7.2.5 Upon adoption by the Board, be deemed to be the official and sole record of the Board's business; and
 - 7.2.6 Be distributed to stakeholders.
- 7.3 The Superintendent shall ensure, upon acceptance by the Board, that appropriate initials are appended to each page of the minutes, and that appropriate signatures and the corporate seal of the Division are affixed to the concluding page of the minutes.
- 7.4 The Superintendent shall establish a codification system for resolutions determined by the Board which will:
 - 7.4.1 Provide for identification as to the meeting at which it was considered;
 - 7.4.2 Establish and maintain a file of all Board minutes.
- 7.5 Upon adoption by the Board, the minutes shall be open to public scrutiny through posting on the Division website or availability at the Board Office.

8. Motions

Motions do not require a seconder, except in rare instances as described below.

8.1 Notice of Motion

The notice of motion serves the purpose of officially putting an item on the agenda of the next or future regular meeting and gives notice to all trustees of the item to be discussed. A notice of motion is not debatable and may not be voted on.

A trustee may present a notice of motion for consideration at the next regular meeting of the Board or may specify another meeting date. A trustee may also provide the Superintendent with a written notice of motion and ask that it be placed on the agenda of the next regular meeting and read at the meeting. The trustee will need not be present during the reading of the motion, however if the trustee is not present, a seconder is required at the meeting at which the notice is given, otherwise the item will be dropped.

8.2 Discussion on Motions

The custom of addressing comments to the Board Chair is to be followed by all persons in attendance.

A Board motion or a recommendation from administration must be placed before the Board prior to any discussion taking place on an issue. Once a motion is before the Board and until it is passed or defeated, all speakers shall confine their remarks to the motion or to the information pertinent to the motion.

8.3 Speaking to the Motion

The mover of a motion first and every trustee shall have an opportunity to speak to the motion before any trustee is allowed to speak a second time.

The mover of the motion is permitted to close debate on the motion.

As a general guide, a trustee is not to speak longer than five minutes on any motion. The Board Chair has the responsibility to limit the discussion by a trustee when such a discussion is repetitive or digresses from the topic at hand, or where discussion takes place prior to the acceptance of a motion.

No one shall interrupt a speaker, unless it is to ask for important clarification of the speaker's remarks, and any such interruption shall not be permitted without permission of the Board Chair.

Should a trustee arrive at the meeting after a motion has been made and prior to taking a vote, the trustee may request further discussion prior to the vote. The Board Chair shall rule on further discussion.

8.4 Reading of the Motion

A trustee may require the motion under discussion to be read at any time during the debate, except when a trustee is speaking.

8.5 Recorded Vote

Whenever a recorded vote is requested by a trustee before the vote is taken, the minutes shall record the names of the trustees who voted for or against the matter. Immediately after a vote is taken and on the request of a trustee, the minutes shall record the name of that trustee and whether that trustee voted for or against the matter or abstained.

8.6 Required Votes

The Board Chair, and all trustees present, unless excused by resolution of the Board or by the provisions of the School Act, shall vote on each question. Each question shall be decided by a majority of the votes of those trustees present. A simple majority of a quorum of the Board will decide in favour of the question. In the case of an equality of votes, the question is defeated. A vote on a question shall be taken by open vote, expressed by show of hands, except the vote to elect the Board Chair or Vice-Chair, which is by secret ballot, unless there is unanimous agreement among the trustees to use a show of hands.

8.7 Debate

In all debate, any matter of procedure in dispute shall be settled, if possible, by reference to Robert's Rules of Order. If this reference is inadequate, procedure may be determined by motion supported by the majority of trustees in attendance.

9. Delegations to Board Meetings

The Board will receive representation and delegations from parents, staff or other interested persons provided that the item has been placed on the agenda or has received the approval of the Board. Such presentations will normally be held at a regular public meeting. Matters deemed to be of a sensitive and/or confidential nature shall be heard at an in-camera session of the Board. Personnel issues will not be discussed in an open forum.

If the Board is of the view that an emergency situation exists, the following procedures may be modified by means of a Board motion. Individuals or groups wishing to make a presentation to the Board shall be advised that a maximum of fifteen minutes will be provided

- 9.1 Individuals or groups wishing to make a formal presentation to the Board must provide a written request along with supporting documentation to the Superintendent or the Board Chair not later than eight (8) calendar days prior to the meeting at which the presentation is to be made.
- 9.2 The written request must identify the spokesperson and provide the terms of reference for the presentation.
- 9.3 The Superintendent will inform the designated spokesperson of the time and place of the meeting and provide a copy of the Board's procedures regarding presentations.
- 9.4 The Board will not debate or make a decision on a matter presented to it at the meeting, unless it is deemed critical by the majority of the Board.
 - 9.4.1 Questions of clarification directed through the Board Chair may be asked of the spokesperson or of the Superintendent. The Superintendent may refer the question to the appropriate senior administrator.
 - 9.4.2 For matters requiring further Board deliberation, the Superintendent may be required to prepare a recommendation for the consideration of the Board at the next regular meeting.
 - 9.4.3 Upon completion of the presentation, the Board Chair shall inform the delegation when a decision, if required, will be made. Such decision will be communicated in writing to the spokesperson.
 - 9.4.4 The Board Chair shall be responsible for informing the spokesperson of the decision of the Board regarding items raised in the presentation.

10. Recording Devices

The Board expects that anyone wanting to use a recording device at a public Board meeting shall obtain prior approval of the Chair.

11. Trustee Compensation

The Board recognizes that the duties of a trustee require time and commitment. In order to compensate trustees for time spent on Board business and time away from regular work and family, the Board provides each trustee with an honorarium. Rather than the Board compensating trustees for meeting attendance, in-town travel expenses and sundry out of pocket expenses, the Board provides each trustee with an honorarium. Recognizing that the Board Chair must devote more time to preparing agendas and acting as spokesperson for the Board, the Board Chair receives a larger honorarium than the other four trustees. Reimbursement of out of town travel expenses and conference attendance for trustees is the same as for Division personnel as outlined below.

The Board believes that an honorarium is a fair method of compensation for trustees.

11.1 Honorarium

11.1.1 The total trustees' honoraria shall be a sum equal to the average teacher's salary calculated by dividing the total salary paid to all certificated teachers covered by the collective agreement, of the Medicine Hat Catholic Board of Education by the total number of full time equivalent certificated teachers.

11.1.2 The Board Chair shall receive 22% of the average teacher's salary plus an additional \$200 per month.

11.1.3 The remaining 78% of the average teacher's salary shall be divided equally among the remaining four trustees.

11.1.4 The Superintendent or designate shall calculate the average teacher salary on September 30 of each year and from that calculation, determine the amount of each trustee's honorarium for the ensuing school year.

11.1.5 At the first regular Board meeting following October 31 of each year, the Superintendent or designate shall advise the Board of the honorarium payable to each trustee for that school year.

11.2 Allowances and Expenses

11.2.1 Trustees shall be reimbursed expenses (unless reimbursed by another agency) incurred in carrying out business of the Board, public relations, or attending a convention or conference and requiring absence from his or her place of residence. Reimbursement will be made upon submission of an expense form.

11.2.2 The rates and eligibility are identified in Administrative Procedure 512-Expense Reimbursement.

11.2.3 Trustees will be paid a per diem allowance of \$100.00 for each day or part day the trustee is absent from his/her place of residence.

12. Trustee Conflict of Interest

The trustee is directly responsible to the electorate of the Division and to the Board.

Upon election to office, the trustee must complete a disclosure of personal interest statement and accept a position of public trust. The trustee is expected to act in a manner which will enhance the trust accorded the trustee, and through the trustee, the trust accorded to the Board.

The Board believes that its ability to discharge its obligations is dependent upon the trust and confidence of the electorate in its Board and its trustee members. Therefore, the Board believes in the requirement to declare conflict of interest.

12.1 The trustee is expected to be conversant with sections 80-91 of the School Act.

12.2 The trustee is responsible for declaring him/herself to be in possible conflict of interest.

12.2.1 The trustee shall make such declaration in open meeting prior to Board or committee discussion of the subject matter which may place the trustee in conflict of interest.

12.2.2 Following the declaration of conflict of interest by a trustee, all debate and action shall cease until the trustee has left the room.

12.3 It shall be the responsibility of the trustee in conflict to absent him/herself from the meeting in accordance with the requirements of the School Act and ensure that his/her declaration and absence is properly recorded within the minutes.

12.4 The recording secretary will record in the minutes:

12.4.1 The trustee's declaration;

12.4.2 The trustee's abstention from the debate and the vote; and

12.4.3 That the trustee left the room in which the meeting was held.

13. Board Memberships

The Board believes it is important to trustees to remain current with provincial issues concerning education. The Board believes that in order to stay well informed membership in provincial associations is essential.

The Board supports membership in the Alberta School Boards Association (ASBA) and the Alberta Catholic School Trustees' Association (ACSTA).

13.1 The Board will endeavour to send at least one representative to the General Meetings of the ASBA and the ACSTA.

13.2 The Board approves the attendance, at the Board's expense, of trustees at ASBA and ACSTA conferences, conventions, seminars and workshops at the Zone or provincial levels.

13.3 The annual budget will provide for membership dues to the ASBA and the ACSTA.

14. Board Self-Evaluation

The Board believes that evaluation is essential to the continual improvement and success of a school division.

The Board shall plan for and carry through an evaluation of its functioning as a Board.

- 14.1 The annual Board self-evaluation process will complement the Superintendent evaluation process described in the document entitled *Superintendent Evaluation Process, Criteria and Timelines*.
- 14.2 The purpose of the Board self-evaluation is to answer the following questions:
 - 14.2.1 How well have we fulfilled each of our defined roles in relation to our mission, goals and objectives as a Board this past year?
 - 14.2.2 How do we perceive our interpersonal working relationships?
 - 14.2.3 How well do we receive input and how well do we communicate?
 - 14.2.4 How well have we adhered to our annual work plan?
 - 14.2.5 How would we rate our Board-Superintendent relations?
 - 14.2.6 How well have we adhered to our governance policies?
 - 14.2.7 What have we accomplished this past year? How do we know?
- 14.3 The principles upon which the Board self-evaluation is based are as follows:
 - 14.3.1 A learning organization or a professional learning community is focused on the improvement of practice.
 - 14.3.2 A pre-determined process for evaluation strengthens the governance functions and builds credibility for the Board.
 - 14.3.3 An evidence-based approach provides objectivity.
- 14.4 The components of the Board self-evaluation are:
 - 14.4.1 Review of Board Role Performance
 - 14.4.2 Monitoring Interpersonal Working Relationships
 - 14.4.3 Monitoring Board Representation/Communication
 - 14.4.4 Review of Annual Work Plan Completion
 - 14.4.5 Monitoring Board-Superintendent Relations
 - 14.4.6 Review of Board Motions
 - 14.4.7 Review of Board Governance Policies
 - 14.4.8 Creating a Positive Path Forward

Reference: Section 60, 64, 65, 66, 67, 68, 70, 71, 72, 73, 74, 75, 76, 80, 81, 82, 83, 145, 261, 262, School Act
Local Authorities Elections Act

First Reading: MARCH 11, 2008
Second Reading: MARCH 11, 2008
Third Reading: APRIL 08, 2008

~~First Reading: November 10, 2015~~
~~Second Reading: November 10, 2015~~
~~Third Reading: December 8, 2015~~

First Reading: December 08, 2009
Second Reading: December 08, 2009
Third Reading: January 12, 2010

First Reading
Second Reading
Third Reading

First Reading: December 13, 2011
Second Reading: March 13, 2012
Third Reading: March 13, 2012



**Medicine Hat Catholic Board of Education
Board Meeting
Agenda Items**

**Associate Superintendent
Learning Services**

Date: October 10, 2017

Name: Hugh Lehr

Agenda Item: Mental Health Strategic Plan

Current research clearly identifies the importance of mental health to learning, as well as to students' social and emotional development. Students who experience positive mental health are resilient and better able to learn, achieve success and build healthy relationships. Given the important relationship between positive mental health and academic success, schools have an important role in nurturing students' positive mental health and well-being.

Much of the good work currently underway across the province related to inclusive education, including: welcoming, caring, respectful and safe learning environments; high school redesign; Regional Collaborative Service Delivery (RCSD); Comprehensive School Health; and Mental Health Capacity Building projects; supports students' mental health and well-being. It is this work that we can learn from, refine and build on.

(Working Together to Support Mental Health in Alberta Schools, 2017)

Recommendation

- Receive as information

Attachment – Strategic Plan Summary



MHCBE Mental Health Strategic Plan

A tiered integrated approach to the continuum of mental health support.

“Essential for some. Good for all.”



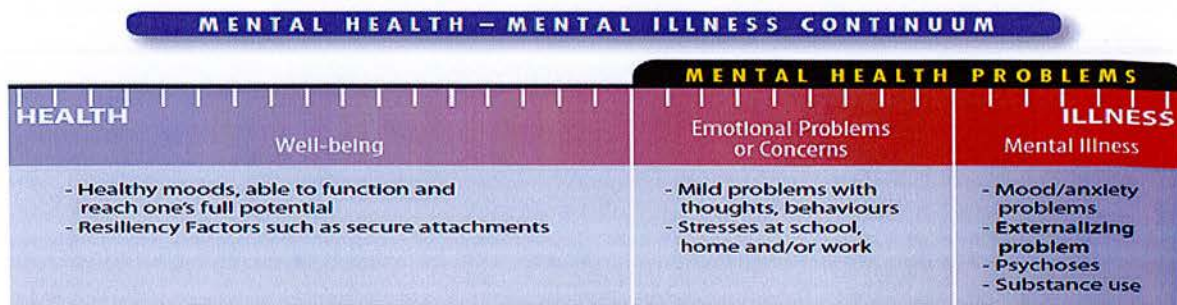
*To support learning and development
by enhancing the mental health
and well-being of students,
families and staff.*

What is Mental Health?

Mental health includes all aspects of human development and well-being that affect an individual's emotions, learning, and behaviour. MHCBE believes that mental health is more than just the absence of illness, and encourages development and maintenance of positive mental health for all students and staff.

Mental Health – Mental Illness Continuum

Mental health exists along a continuum from illness to health. We all find ourselves somewhere along this continuum, and where we are can vary over time, depending on life circumstances and predispositions. We can move back and forth along the continuum, although at times we may need support in order to do so. The mental health continuum helps us understand how we can support students no matter where they are on the continuum. The goal is to always move individuals toward the well-being side of the continuum.





A Continuum of Supports and Services...

The Medicine Hat Catholic Board of Education has been implementing a pyramid of intervention approach to address student learning and social-emotional needs for several years now. This approach offers a systematic way of providing a continuum of supports that range in type and intensity, depending on the individual needs of students. Student needs can shift and change over time and context, therefore supports and interventions must also be fluid and flexible.



A pyramid of intervention approach to supporting mental health is strength-based because it builds on two key understandings.

- *With the right strategies and supports, all students can be successful learners and experience positive mental health and wellbeing.*
- *Identifying the most effective supports for students is a collaborative, problem solving activity.*




MHCBE's mental health support pyramid is organized around four levels of supports and interventions:

- *Foundation (universal level);*
- *Health Promotion and Prevention (universal level);*
- *Early/Pro-active Identification and Intervention (targeted level); and*
- *Co-ordinated Specialized Supports (specialized level).*

The metaphor of the pyramid illustrates that to be effective, targeted and specialized levels of support need the solid base of universal supports. Enhancing universal supports will reduce the number of students requiring targeted supports, and enhancing targeted supports will lessen the number of students requiring specialized levels of supports. In addition, intervention typically starts with universal supports before moving to more intensive interventions.

MHCBE Tiered Approach to Mental Health Supports & Services

* New Initiative

Foundation	ELP	K	1	2	3	4	5	6	7	8	9	10	11	12
 <p>...create empowering inclusive healthy academic, physical, spiritual, and social environments for all students, staff, and families.</p>	Attachment, Relationships and Connections													
	Faith-Based Education and Faith Development													
	“Ready to Learn” Environments (Neurological Informed Approaches)													
	Supporting Physical Health/Well-being													
	Safety and Wellness Promoting Policies													
	Employee Wellness													
	<div><div></div><div>Community Recreation and Arts Activities/Facilities, Library, Esplanade Parish Involvement – Priests, Holy Family Parish, St. Patrick’s Parish, CWL, K of C, Youth Co-ordinator Medical Check-ups (Pediatricians, Family Doctors) ATA Outreach Support</div></div>													
<div><div></div><div><p>Trauma-Sensitive Schools: Traumatic experiences are prevalent in the lives of children. Trauma experiences can impact learning, behaviour and relationships in schools. Trauma-sensitive schools help children feel safe so they can connect and learn. Trauma-sensitive approaches are good for all students. Attributes of trauma-sensitive schools include:</p><ul style="list-style-type: none">• Leadership and staff share an understanding of neurology of “ready to learn” environments and the need for a school-wide approach.• The school supports all students to feel safe physically, socially, emotionally, and academically.• The school addresses students’ needs in holistic ways, taking into account their relationships, self-regulation, academic competence, and physical and emotional well-being.• The school explicitly connects students and families to the school and the larger community and provides multiple opportunities to practice newly developing skills.• The school embraces teamwork and staff share responsibility for all students.• Leadership and staff anticipate and adapt to the ever-changing needs of students.<p><i>“Everyone has a right to have a future that is not dictated by the past.”</i></p></div></div>														

Health Promotion and Prevention



...provide classroom and school and division wide strategies to build student, family and staff regulation, resiliency, and positive mental health.

ELP K 1 2 3 4 5 6 7 8 9 10 11 12

Universal Assemblies, Presentations, Programs and Workshops

Universal Social-Emotional Learning

* Student Leadership - Symposiums and Student Wellness Teams

* Mental
Health Literacy

CCT (Communities Coming Together) Events and Supports



School Resource Officer, Parent Link Center, Public Health Nurse, Canadian Mental Health, Alberta Health Services – Community Addiction, Youthtopia



Self Regulation refers to how people manage energy expenditure, recovery and restoration in order to enhance growth. Effective self-regulation requires learning to recognize and respond to stress in all its many facets, positive as well as negative, hidden as well as overt, minor as well as traumatic or toxic.

Executive Functioning: The development of executive functioning skills is built on top of the development of self-regulation skills. Executive functioning is necessary for positive and level mental health. These skills depend on three types of brain function that are interconnected: working memory, mental flexibility, and self-control. Executive functioning skills are foundational to learning and can be built throughout childhood and into early adulthood through practice and coaching.

**Early/Proactive
Identification and
Intervention**

...build skills and provide supports amongst students, family and staff who are vulnerable through collaboration, connection, intervention, and programming.

ELP K 1 2 3 4 5 6 7 8 9 10 11 12

FOPS

* Parent Programs and Information Sessions

Strength-Based Collaborative Planning

Group and/or Individual Interventions

Student Support Spaces/Rooms

* Mental Health Related PD Standards for School Counselors
(Connect, ASIST, MH First Aide, VTRA..etc.)

* Go-to Educator Training

SIVA Training and Support for Implementation

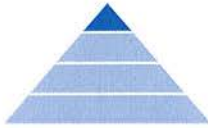


CHADS Supports and Groups, McMann Parent Link Center, Family Doctors and/or Pediatricians, School Resource Officers, FSCD, Big Brothers/Sisters, CFS, Bridges, FASD & Developmental Clinics, Saamis Immigration, Psychologist, Kid Sport/Jump Start, City Family and Community Support Workers, Agencies (CORE, REDI, Next Step), Youthtopia



Supporting Resilience through Developmental Pathways: In the classroom, student stress symptoms may be understood as attentional deficits, learning disabilities, or behavioural/conduct problems. Researchers argue that stress-responsive behaviours are important coping mechanisms that a child may develop to survive extremely stressful experiences, and that focusing on eliminating these behaviours may be damaging to the student. Therefore, it is important for educators working with traumatised and/or overstressed children to understand the key developmental pathways that may be affected by childhood trauma or ongoing stress, and how to support resilience through these pathways. Key pathways to be considered are attachment, competency and self-regulation.

**Co-ordinated
Specialized Supports**



...increase co-ordination and communication with community in order to improve overall outcomes for students, families, and staff with complex health needs.

ELP K 1 2 3 4 5 6 7 8 9 10 11 12

Case Conferencing

* Integrated Case Management Plans

Treatment/Intervention Follow-Up

Ongoing Collaboration between Parents, School, Services and Community

VTRA Process and Trainings

Attendance Board Meetings



Adolescent/Child Psychiatrist, Psychologists, McMann, Children and Family Services (Human Services), Police, Family Support for Children with Disabilities (Human Services), Probation/Justice, Clinical Supervisor, Hospital, Family Doctor/Pediatrician, PAS Program, Housing First, Bridges, FASD Network, Transition to Adult Supports (PDD/AISH), Crisis Team, SA Child Advocacy Center,



Evidence-based Interventions and Follow-Up

- Addressing both environment and individual factors.
- Comprehensive and Collaborative Approaches – Intervention, Treatment, Coordination, Case Management and Monitoring
- Culturally, Gender and Disability Sensitive Approaches
- Two-Generation Approaches



Board Report
October 10, 2017
Coordinator of Early Childhood Services

Early Learning and Kindergarten Professional Learning Update

October 6th was our first Early Learning and Kindergarten Professional Learning day. We are working on developing goals and strategy banks for the Dossier IPP program for early learning and kindergarten programs.

Our early learning teams are also participating in a professional learning series based on Stuart Shanker's work in the area of Self-Regulation. MHCBE's Inclusive Learning Consultant, Monica Braat, will be facilitating a three part learning series for our early learning and kindergarten teams. The first session was held on **October 6th** and we will continue with our professional learning in the area of Self-Reg on **March 2nd** as well as on **May 4th**. As a result of this learning series, we hope to improve our understanding of how we can best support our children so that everyone feels safe, engaged and ready to learn.

Recommendation: Receive as information

Attachment: 2017-2018 MHCBE Early Childhood Services Learning Series



Shanker Self-Reg

A Foundation for Well-Being and Engaged Learning

The Self-Reg needs of children in the early years vary widely. Throughout this school year, we will explore our understandings of child development, stress, energy systems, the brain, and self-regulation and consider implications for practice in Early Learning and Kindergarten classrooms. This series includes three half-day PD sessions (outlined below), weekly Friday Self-Reg e-mails that include information and practical ideas, and a deliverable of a Self-Reg Information and Idea Book that can be personalized and used directly with students to develop personal Self-Reg strategies.

Day 1 – Recognize (Friday, October 6, 2017)

- Review of Dr. Shanker’s Self-Reg Format
- The Interbrain: The Importance of Our Own Self-Reg
- Stress, Energy and Tension
- Strategies for Recognizing the Signs of Stress
- The Five Domains of Stressors
- Recognizing Stressors in the Five Domains

Day 2 – Reduce (Friday, March 2, 2018)

- Review of Stress and Hidden Stressors
- Creating a Self-Reg Haven – Universal Strategies for Reducing Stress
- Reducing Stress through the Creation of a Sensory Lifestyle
- Reducing Stress through Creating Relational and Environmental Safety
- Planning Forward with the MHCBE Self-Reg Information and Idea Book

Day 3 – Reflect and Respond (Friday, May 4, 2018)

- Enhancing Stress Awareness
- Developing Personal Strategies to Promote Restoration and Resilience
- Connecting Self-Reg to Social-Emotional Learning
- Planning Forward: What Next?

- **School Sponsored Masses:**

- To continue to build connections between the parish, school and family, each school is “sponsoring” a Mass within the school year. This means that each school staff, along with the students and families will lead the ministries in the celebration of Sunday Mass. Afterwards we will celebrate in the hall to eat and visit with the parish community. The following masses have been confirmed:

- École St. Thomas November 26th @ Holy Family Parish
- St. Louis November December 10th @ St. Patrick’s Parish
- Notre Dame Academy December 10th @ Holy Family Parish
- Mother Teresa School January 28th @ Holy Family Parish
- St. Francis Xavier February 11th @ St. Patrick’s Parish
- St. Patrick’s School March 18th @ Holy Family Parish
- St. Michael’s School April 22nd @ St. Patrick’s Parish

- **Bible Liturgy:** All 185 of our grade 4 students gathered in Holy Family Parish on September 28th to celebrate a Liturgy of the Word and receive Bibles that were purchased through the donations of our Catholic community.

- **Catholic Education Sunday:** Catholic Education Sunday will be held the first Sunday in November (5th). We will once again be displaying our schools in the foyer of St. Patrick and Holy Family Parish. A message about Catholic Education will be shared by our trustees and/or senior administration at each Mass. A video highlighting our students receiving bibles in this year’s Bible liturgy will be shown at Holy Family.

- **School retreats:**

- Our parish will continue to provide a faith retreat for all of our grade 5 and 6 students. The focus for grade 5 is building church using the symbol of the rock and for grade 6 it is how we can be witnesses for the Church through the discernment of our gifts. Each retreat will begin with a Mass and end with a guided meditation and blessing.

- **Update on New Curriculum Implementation:**

- Grade 4 & 5 September 2018
- Grade 6 September 2019
- Grade 7 September 2020
- Grade 8 September 2021

- **Faith Formation for new Teachers:** Currently we have 6 teachers who are taking part in the Faith Formation Program. These sessions help to support our teachers new to the division. It is an opportunity for them to meet and share, but also to be informed about the unique aspects of teaching in a Catholic school. This year’s topics include:

- Role of a Catholic Teacher - Thursday, October 5th
- Prayer – Wednesday, November 8th
- Key Beliefs of Catholics– Tuesday, January 18th
- Permeation & Sacramentality –February date TBA

Information for Separate School Board electors in the 2017 General Election

The 2017 General Election will be held on Monday October 16 and is an opportunity for you to elect leaders for your Municipality and School Board.

In addition to the voting stations listed below, special arrangements have been made for School Board electors **that live outside the boundaries of the City of Medicine Hat:**

Redcliff: Advance Poll October 4, noon to 8pm - Redcliff Public Library	131 Main Street South, Redcliff
Redcliff: Election Day 10am to 8pm Seniors' Drop-In Centre	26 Main Street South, Redcliff
Cypress County Office: Advance Poll October 12, 10am to 4pm	816 – 2 Ave, Dunmore
Cypress County Office: Election Day 10am to 8pm	816 – 2 Ave, Dunmore

Who can vote? A person is eligible to vote in an election if the person:

- (a) Is at least 18 years old, and
- (b) Is a Canadian citizen, and
- (c) Has resided in Alberta for the 6 consecutive months immediately preceding election day and the person's place of residence is located in the area on election day

Identification requirements for all electors

Electors are required to present identification before they can vote:

One piece of government issued identification containing the elector's photograph, current address and name: an **Operator's (Driver's) License**, or an **Alberta Identification Card**.

An elector who is unable to produce government issued identification, must produce **one** piece of identification from the following list prior to voting. The identification must establish the elector's **name and current address**:

<ul style="list-style-type: none"> • Utility bill: e.g. telephone, public utilities, commission, television, hydro, gas, or water • Residential lease or mortgage statement • Statement of government benefits: e.g. employment insurance, old-age security, social assistance, disability support, or child tax benefit • Bank/Credit Card statement or personal cheque • Pension Plan statement of benefits, contributions, or participation • Attestation of Residence issued by the responsible authority of a Supportive Living Facility or Treatment Centre • Government cheque or cheque stub • Insurance policy or coverage card • Vehicle ownership or Insurance certificate 	<ul style="list-style-type: none"> • Income/property tax assessment notice • One of the following, issued by the responsible authority of a shelter or soup kitchen: e.g. attestation of residence, letter of stay, admission form or statement of benefits • Prescription bottle insert • Attestation of Residence issued by the responsible authority of First Nations band or reserve • Letter from a public curator, public guardian or public trustee • Attestation of Residence issued by the landlord of a commercial property management company • Correspondence issued by a school, college, or university
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Electors living in Medicine Hat can vote in their designated voting station after presenting the required identification.

If you are unsure where to vote, please visit the City's website and use the map or Voting App at: www.medicinehat.ca

All voting stations are open 10am to 8pm on **Election Day**:

Vincent Massey School	901 Hargrave Way N.W.
Medicine Hat Family Leisure Centre	2000 Division Avenue N.
Church of Jesus Christ of Latter-Day Saints	1865 Division Avenue N.E.
Webster Niblock School	909 - 4 Avenue N.E.
Medicine Hat Golf & Country Club	947 Pigeon Street N.E.
Bridge Church Riverside	350 1 Avenue N.E.
River Heights School	301 - 6 Avenue S.W.
Wuerfel Auditorium - Haven Care Centre at South Country Village	720 Bell Street S.W.
Connaught School	101 - 8 Street S.W.
City Hall - Helen Beny Gibson Lounge	580 - 1 Street S.E.
Alexandra Junior High School	477 - 6 Street S.E.
St. Louis School	861 - 4 Street S.E.
Elm Street School	1001 Elm Street S.E.
MH Christian Reformed Church	300 Primrose Drive S.E.
Crestwood School	2300 - 19 Avenue S.E.
Park Meadows Courtyard	278 Park Meadows Drive S.E.
Victory Lutheran Church	2793 Southview Drive S.E.
Southview Community School	2425 Southview Drive S.E.
Mother Teresa School	235 Cameron Road S.E.
Ross Glen School	48 Ross Glen Road S.E.
Medicine Hat Christian School	68 Rice Drive S.E.
George Davison Elementary School	155 Sprague Way S.E.
St Paul Lutheran Church	515 Sprague Way S.E.
Church of Jesus Christ of Latter – Day Saints	7 Saamis Rotary Way S.W.
Medicine Hat Alliance/Cross Roads Church	1340 – 22 Street S.E.
Holy Family Parish	1451 Strachan Rd S.E.
Dr. Roy Wilson Learning Centre	751 Strachan Rd S.E.

Advance Polls (any Medicine Hat elector can vote):

October 7, 14	10 am – 4 pm	Helen Beny Gibson Lounge, City Hall
October 10, 11	2 pm – 8 pm	Helen Beny Gibson Lounge, City Hall
October 13	2 pm – 8 pm	Crowfoot Room, Medicine Hat College

