

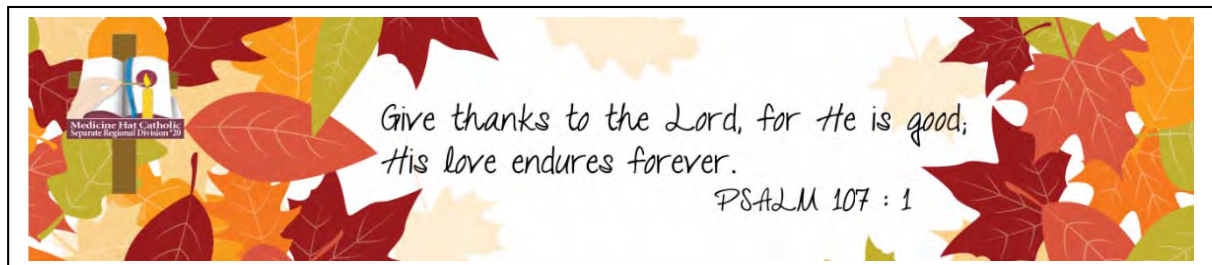
# Medicine Hat Catholic Board of Education



## PUBLIC AGENDA

**Tuesday, October 11, 2016 @ 6:00 p.m.**

Catholic School Board Office  
1251 – 1<sup>st</sup> Avenue SW Medicine Hat, AB



# *Medicine Hat Catholic Board of Education*

## **ACTION AGENDA**

**DATE:** October 11, 2016

**Place:** Catholic Education Centre

**Time:** 6:00 p.m.

	<p><b>WE ARE CALLED</b> Always and Everywhere to:  <b>Model Christ, Pray and Serve, Build a Faith Community</b></p> <p><b>Theme for 2016-2017: BLESSINGS FROM GOD</b></p>		
1.	<p><b><i>Opening Prayer – Blessing before a Meeting</i></b>  <i>Lord, bless us as we gather today in your name.  Send us the guidance of your Spirit to bring us wisdom and understanding.  Help us to open our minds and our hearts so that we may listen respectfully to the viewpoints of others and make decisions in accordance with your will.  Help us to grow in faith so that we may serve you and others in all that we do.  We ask this grace through Christ our Lord. Amen.</i></p>	Peter Grad	
2.	<p><b><i>Approval of the Minutes of the Regular Board Meeting</i></b>  <u>♦Recommendation:</u>  THAT the Minutes of Regular Board Meeting September 13, 2016 be approved as circulated.</p>	Dick Mastel	
3.	<p><b><i>Approval of the Action Agenda</i></b>  <u>♦Recommendation:</u>  THAT the Action Agenda dated October 11, 2016 be approved as circulated.</p>	DM	<i>Encl. 1 -4</i>
4.	<p><b><i>Approval of the Non-Action Agenda</i></b>  <u>♦Recommendation:</u>  THAT the Non-Action Agenda dated October 11, 2016 be approved as circulated.</p>	DM	<i>Encl. 5</i>
5.	<p><b><i>Presentations</i></b>  -No presentations for October 2016.</p>		
6.	<p><b><i>Corporate Communications</i></b>  <u>6.1 World Teacher's Day - Oct 5, 2016</u>  <u>6.2 Emergency Protocol Media Release – Sept 29, 2016</u>  <u>6.3 University of Alberta – Advancing Alberta Initiative</u>  <u>6.4 Alberta Health Services – Fentanyl</u>  <u>6.5 Mr. Speakers' Outreach – Bringing the Legislature to Alberta's Youth</u></p>	DM	<i>Encl. 6 7 8 9 -13 14 - 15</i>
7.	<p><b><i>Board Work Plan</i></b>  <u>7.1 Board and Superintendent Evaluation</u> – Dr. Garry Andrews has been contracted as a consultant by the Medicine Hat Catholic Board of Education to complete the evaluations for the 2016 – 2017 school year for the Board and Superintendent.  Confirm date for November? Originally proposed for Nov 8<sup>th</sup> or Nov 9<sup>th</sup>; Nov 14<sup>th</sup> (PD day) or Nov 15<sup>th</sup>  <u>7.2 Begin Boundary Review Discussions</u>  <u>7.3 Board &amp; DLT Retreat Oct 18, 2016 (see Item # 15.4)</u>  <u>7.4 Monsignor McCoy Award October 26, 2016 at the MH College 7pm</u>  <u>7.5 Bishop's Dinner – October 20, 2016</u></p>	DM	<i>Encl. 16</i>

8.	<b><i>Monsignor McCoy High School - Modernization</i></b> <u>8.1</u> Website: <a href="http://www.mccoymodernization.ca">www.mccoymodernization.ca</a> <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>  17
9.	<b><i>St. John Paul II School</i></b> <u>9.1</u> Planning & Construction – Greg / Joe	GM/JC	<i>(Report)</i> 18
10.	<b><i>Superintendent of Schools Report – Mr. Joe Colistro</i></b> <u>10.1</u> Education Plan 2016 -2017 <u>10.2</u> Mother Teresa School Name <u>10.3</u> Emergency Protocols <u>10.4</u> Technology Committee <u>10.5</u> International Field Trips (standing item) <u>♦Recommendation:</u> THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Notre Dame Academy Trip to the Maritimes June 29, 2017 to July 7, 2017. <u>10.6</u> Communications Reports <u>10.6.1</u> Corporate Communications <u>10.6.2</u> School Communications & Social Media	JC	<i>(Report)</i> 19 – 20  21 - 22  23 - 26 27 - 30
11.	<b><i>Associate Superintendent Human Resources – Mr. Chuck Hellman</i></b> <u>11.1</u> Annual Education Results Report <u>11.2</u> October 21, 2016 PD Day <u>11.3</u> Student Board Advisory	CH	<i>(Report)</i> 31 – 32  33
12.	<b><i>Secretary-Treasurer Report – Mr. Greg MacPherson</i></b> <u>12.0</u> CUPE Collective Agreement Ratification <u>♦Recommendation:</u> THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the CUPE Collective Agreement for the period of September 1, 2016 to August 31, 2019 as presented. <u>12.1</u> Enrolment Report <u>12.2</u> School Messenger <u>12.3</u> Hour Zero <u>12.4</u> 2017 Special Olympics Alberta Games <u>12.5</u> October 24, 2015 Federal By-Election <u>12.6</u> Notre Dame Academy Playground <u>12.7</u> Rescheduling Facilities Meeting	GM	<i>(Report)</i> 35 - 37  38  39 - 44
13.	<b><i>Associate Superintendent Learning Services – Mr. Hugh Lehr</i></b> <u>13.1</u> PD – Training <u>13.2</u> Professional Learning Communities	HL	<i>(Report)</i> 45 – 49
14.	<b><i>Director of Early Childhood Services – Mrs. Kym Porter</i></b> <u>14.1</u> No Items	KP	

15.	<b><i>Religious Education Coordinator Report – Mrs. Jill Wilkinson</i></b> <b><i>15.1 Parish –School-Family Connections</i></b> <b><i>15.2 School Retreats</i></b> <b><i>15.3 Bible Liturgy</i></b> <b><i>15.4 Board &amp; DLT Retreat</i></b> <b><i>15.5 New Curriculum</i></b>	JW	(Report) 50
16.	<b>COMMITTEE REPORTS (presented by appointed Trustees)</b> 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> 16.6.1 72 Hour Emergency Kit-City Emergency Services 16.7 Salary Negotiations 16.7.1 ATA– <i>Mr. Peter Grad</i> 16.7.2 CUPE– <i>Mr. Dick Mastel</i> 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> 16.10 Student Board Advisory Committee – <i>Mr. Dick Mastel</i> 16.11 C2 (Adhoc) Committee – <i>Reverend Mr. Robert Risling</i> 16.12 Monsignor McCoy Modernization (Adhoc) Committee – <i>Mrs. Regina Durst</i> 16.13 School Parish Relations Committee (Adhoc) Committee – <i>Mr. Robert Risling</i> Note: Growing Forward – Catholic Education Symposium	DM	
17.	<p style="text-align: center;"><b><i>Closing Prayer</i></b>  <i>Lord, we come to you today to seek the peace that you alone can give.</i>  <i>Strengthen us in our work as we seek to build a peaceful community.</i>  <i>Amen</i></p>	Regina Durst	
18.	<b><i>Adjournment</i></b>	Dick Mastel	



# NON – ACTION AGENDA

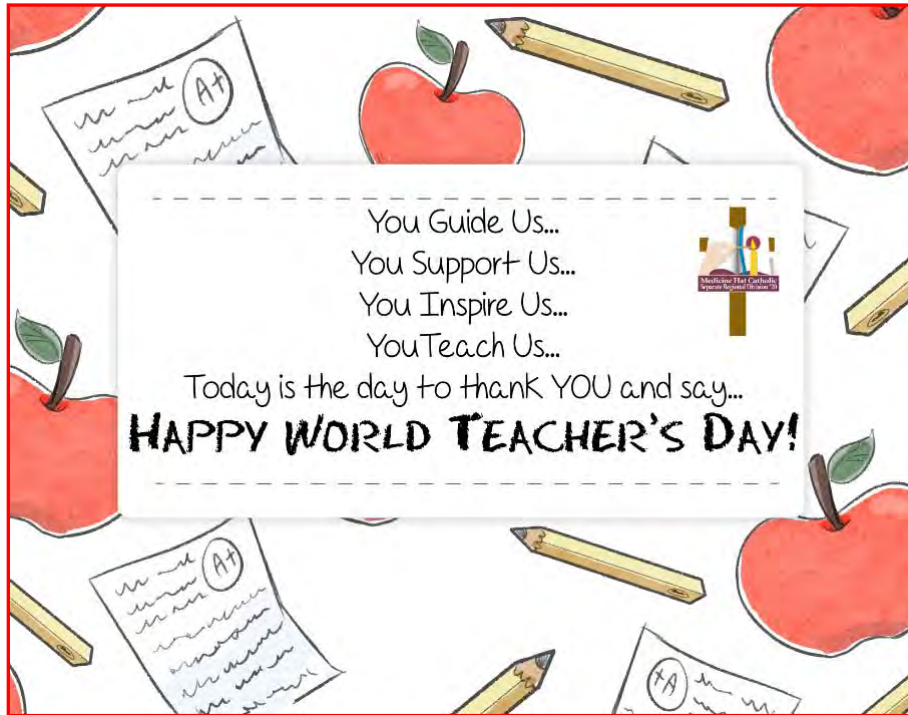
DATE: Tuesday, September 13, 2016 Place: Catholic Education Centre Time: 6:00 P.M.

No.	INFORMATION ITEMS	PAGE
1.1	<p><b><u>REGISTRATION 2016 - 2017</u></b></p> <p><b>* REGISTRATION in all Catholic schools in Medicine Hat for the 2016 – 2017 school year all grades is ongoing</b></p> <p><b><u>ALL ARE WELCOME–</u></b>  <i>Are you a new resident to this country or new to our community or have a new learner getting ready to start school? Did you know that Catholic Schools in Alberta are publicly funded? That means, while we have school fees, there is no tuition. Our Schools offer a faith filled education. We nourish the whole child, spiritually, socially and academically and all are welcome! Call us for information or to register in one of our nine Schools in the City of Medicine Hat. MEDICINE HAT CATHOLIC BOARD OF EDUCATION – 403.527.2292 or <a href="http://www.mhcbe.ab.ca">www.mhcbe.ab.ca</a>. Come, Experience Catholic Schools - “Showing the Face of Christ to All”.</i></p>	
1.2	<p><b><u>TAXES – DECLARE YOUR SUPPORT for CATHOLIC SCHOOLS</u></b> – <i>The Medicine Hat Catholic Board of Education reminds our community of the importance of declaring your PROPERTY TAXES in support of Catholic Education <b>How do you declare your support?</b> - To ensure your property taxes are supporting Catholic Schools, you must declare your Catholic school support as “<b>Separate</b>” on your annual property assessment notice. Contact the Taxation Office at the City of Medicine Hat, or the Town or Municipal Office in your area. Changes made on or before Dec 31 will be in effect for the next taxation year. <b>Thank you for your supporting Catholic Schools.</b></i></p>	

## **Notice of Public Board Meetings**

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

**From:** Joe Colistro  
**Sent:** Wednesday, October 05, 2016  
**To:** All Division Staff  
**Cc:** Trustees  
**Subject:** World Teacher's Day Oct 5



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*

## MEDIA RELEASE

### September 29, 2016

Phone 403.527.2292

[www.mhcbe.ab.ca](http://www.mhcbe.ab.ca)

Fax 403.529.0917

## Emergency Protocol Guide

**Lock Down—Hold and Secure—Shelter in Place—Emergency Evacuation**

### **Medicine Hat Catholic Schools**

The Medicine Hat Catholic Board of Education, in partnership with our neighboring School Jurisdictions including Medicine Hat Public School District and Prairie Rose School Division have been working on a joint initiative using common language involving emergency protocols. A shared emergency protocol is now in place.

An Emergency Protocol Guide has been developed and is now being communicated to **Staff, Media & Parents**.

We are pleased to work closely with our education partners in developing this shared emergency protocol strategy. We are confident the common language in the shared protocol will provide consistency when responding to an emergency and better support our crisis communication by providing a consistent message for our parents, our staff and our community.

*The use of this shared emergency protocol strategy supports our commitment to:*

- *Student safety and well-being;*
- *Clear, timely and accurate communication to staff, parents, students & our community including the media and the police service;*
- *Providing a common understanding in responding to emergent issues;*
- *Cooperating with neighboring school jurisdictions and providing a unified approach when dealing with and responding to emergencies.*

An Emergency Protocol Guide poster will be posted on Division & School websites and visible in our Catholic Schools in key locations including classrooms and school front offices.

We will be working closely with our Staff, Student & Parent community on this new emergency protocol language.

We thank our education partners with this endeavor.

#### **For Inquiries Contact:**

#### **Corporate Communications—The Office of the Superintendent of Schools**

Medicine Hat Catholic Board of Education

403.527.2292

email us: [communications@mhcbe.ab.ca](mailto:communications@mhcbe.ab.ca)

2-24 South Academic Building (SAB)  
Edmonton, Alberta, Canada T6G 2G7  
Tel: 780.492.3212  
[www.president.ualberta.ca](http://www.president.ualberta.ca)

8 September 2016

Joe Colistro  
Superintendent of Schools  
Medicine Hat Catholic Board of Education  
1251 – 1 Avenue SW  
Medicine Hat, Alberta  
T1A 8B4

Dear Mr. Colistro,

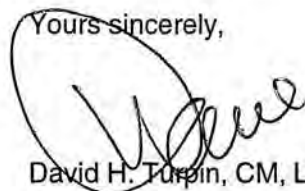
I would like to thank you for welcoming us to Medicine Hat through our Advancing Alberta initiative and for taking the time to share your insights about post-secondary education, students, community projects and current and future engagement opportunities.

While visiting Medicine Hat, I have listened to stories of the city's past and vision for its future, each of them a reflection of the enterprising spirit that defines this province and its people. The University of Alberta is defined by this enterprising spirit. While we continue to grow the profile of the institution on the international stage, our commitment to serving the needs and fostering the dreams of Albertans and their communities remains strong.

As president, my goal is to help build a better community, a better province and a better Canada. At the highest level, For the Public Good is meant to empower and enable each member of the University of Alberta to build, experience, excel, engage, and sustain. The successful implementation of the plan will depend on all of us, individually and collectively, taking action.

In closing, let me thank you again for sharing with me your time and your hospitality.

Yours sincerely,



David H. Turpin, CM, LLD, FRSC  
President and Vice-Chancellor

cc: Chuck Hellman, Associate Superintendent, Medicine Hat Catholic Board of Education  
Peter Grad, Trustee, Medicine Hat Catholic Board of Education  
✓ Dick Mastel, Board Chair, Medicine Hat Catholic Board of Education  
Stuart Angel, Board Chair, Medicine Hat Catholic Board of Education  
Kathy Cooper, Vice-Chair, Praire Rose School Division

**To: Superintendents of Public, Separate, Francophone and Charter School Boards, First Nations Education Directors**

As you may know there is a growing health crisis across Canada related to rising numbers of deaths associated with illicit Fentanyl. I have been told that many school authorities shared materials last year to help students and their families understand the risk of Fentanyl. However, despite our best efforts there continues to be a devastating impact on many Alberta families. Our government is committed to slowing the fatal progression of this drug and reducing the tragic loss of life through accidental overdose.

Fentanyl is a pain reliever that is more potent than morphine. Illicit Fentanyl may be mixed with, or substituted for, heroin, prescription opiates or other street drugs to strengthen their potency. Substance users are at risk of overdosing when they unknowingly ingest drugs mixed with Fentanyl.

The Government of Alberta knows the importance of informing students and parents of ways to avoid harm caused by the use of illicit drugs, in particular Fentanyl. I am asking for your support by sharing the attached Fentanyl Fact Sheet with junior high and high school students, parents and educators. The Fact Sheet provides information on the potential dangers of illicit Fentanyl and offers reliable information. The [fact sheet](#) is posted on the Alberta Health website.

Please consider:

1. Posting on your school board's website as a resource for students, parents and/or teachers; and
2. Providing to teachers as a tool when developing Career and Life Management (CALM) curriculum and other health classes/units.

If you have questions, please email [AlbertaValuingMentalHealth@gov.ab.ca](mailto:AlbertaValuingMentalHealth@gov.ab.ca)

Thank you for your commitment to addressing this issue.

Sincerely,

Curtis Clarke, PhD  
Deputy Minister of Education

Attachment (1): Fentanyl Fact Sheet



# Fentanyl: Information for Teachers and Parents

## What you need to know

You may have heard recently about a dangerous drug called fentanyl that is causing a lot of harm in Alberta and across Canada.

Fentanyl is an opioid (painkiller) that can be used safely when it is prescribed by a health professional and taken as directed. But it is also being made and sold illegally.

Fentanyl is very toxic. Just a small amount of fentanyl, the size of two grains of salt, can be deadly. Fentanyl is made and sold in many different forms and can be hiding in other drugs.

## Talk to the kids in your life

Kids and young adults are especially vulnerable to substances since their brains are still developing. It is not always easy, but talking to your kids about fentanyl and other dangerous drugs is one of the best things you can do to keep them safe.

- You can start a conversation by telling your kids you care about them and you want them to be safe.
- Ask them what they know about fentanyl and encourage open and honest communication.
- Tell them what you know about fentanyl:
  - ♦ It's a very dangerous drug that is being seen more and more in Alberta;
  - ♦ 272 Albertans died from fentanyl in 2015;
  - ♦ If you take fentanyl, it can stop your breathing;
  - ♦ It can be hiding in any street drug and may even look like prescription medication;
  - ♦ Drug dealers may not know if the product they are selling contains fentanyl.
- Ask your kids to tell you if they are ever around drugs and let them know it is ok to say no if they are ever offered drugs.

## What parents and caregivers can do?

As parents, you are an important influence in your kids' lives. Although there is no guaranteed way to prevent drug use, there are some things you can do that we know are helpful:

- Spend quality time with your kids, be involved in their lives.
- Encourage and support your kids to help them do well in school. Support and help your kids be involved in activities that build on their interest, hobbies (sports, learning, community activities, and leadership development).
- Help kids and youth understand the risks and consequences of drug use and have clear expectations.
- Support your kids to make healthy decisions and what to do if someone is pressuring them or their friends to use drugs.

If you think your child might be using fentanyl or other drugs, there is help. Call Health Link at 811 and their trained staff will help you with what to do next.

## What teachers can do?

As teachers, you contribute to healthy and supportive school environments and help students make positive choices. Talk to your students about drugs, and promote drug-use prevention initiatives in your school. Prevention initiatives that have been shown to be helpful in the school setting include:

- student led programs;
- programs that connect students with positive role models (mentoring);
- encouraging meaningful participation (student council, peer tutoring);
- programs that focus on life skills (social skills, managing conflict, etc.).

Research shows that the most effective drug prevention programs focus on positive social and behavioural development and put the students at the centre of the design, taking their needs and realities into account.

## Signs of an overdose

If you are using drugs, or are with someone who has used drugs, and you or they have any of these symptoms call 911:

- breathing is slow or not breathing at all
- nails and/or lips are blue
- choking or throwing up
- making gurgling sounds
- skin is cold and clammy
- can't wake them up

Learn more about overdose prevention and what you can do to keep yourself and others safe at [drugsfool.ca](http://drugsfool.ca).

When someone overdoses on fentanyl, they may stop breathing. If you come across someone who you think may be overdosing and is not breathing:

1. Call 911 immediately.
2. Follow the SAVE ME steps:
  - a. **Stimulate** (to see if a person is responsive)
  - b. **Airway** (check and clear)
  - c. **Ventilate** (1 breath every 5 seconds)
  - d. **Evaluate**
  - e. **Muscular Injection** (1ml of naloxone if available)
  - f. **Evaluate** (consider second dose of naloxone if needed)
3. Stay with the person until help arrives.

Rescue breathing is best performed with a barrier mask to prevent the potential transfer of disease.

Naloxone is a drug that may help someone start breathing again after an opioid overdose if given right away. However, its effect is only temporary.



# More information and resources

## Fentanyl and Naloxone

- [www.drugsfool.ca](http://www.drugsfool.ca)

## SAVE ME

- Overdose Awareness: [http://towardtheheart.com/assets/naloxone/od-awareness---opioids\\_178.pdf](http://towardtheheart.com/assets/naloxone/od-awareness---opioids_178.pdf)
- Rescue Breathing: [http://www.redcross.ca/crc/documents/What-We-Do/First-Aid-and-CPR/Workplace/Online-Tools/fa\\_onlinetools\\_skills\\_summaries\\_rescue\\_breathing\\_and\\_suctioning.pdf](http://www.redcross.ca/crc/documents/What-We-Do/First-Aid-and-CPR/Workplace/Online-Tools/fa_onlinetools_skills_summaries_rescue_breathing_and_suctioning.pdf)
- Training: <http://www.sja.ca/English/courses-and-training/Pages/default.aspx>
- SAVE ME Poster: [http://towardtheheart.com/assets/naloxone/save-me-poster-centered-20120829\\_121.pdf](http://towardtheheart.com/assets/naloxone/save-me-poster-centered-20120829_121.pdf)

## Resources for parents and caregivers

- <http://www.albertahealthservices.ca/amh/Page2716.aspx>
- Parent Information series: <http://www.albertahealthservices.ca/amh/Page2434.aspx>
- Alcohol and Drug Use in Young People:  
<https://myhealth.alberta.ca/health/pages/conditions.aspx?hwld=tp17749#tp17750>
- How do I know if my teen is using drugs:  
<http://www.albertahealthservices.ca/assets/healthinfo/AddictionsSubstanceAbuse/if-par-parent-info-series-3-4.pdf>
- Help Prevent Drug Use in Kids –
  - ♦ Blog Post:  
<http://www.albertahealthservices.ca/Blogs/PFH/Posting358.aspx#.VyOqKelrJaR>
  - ♦ Parent's Guide to Prevention: <http://www.rcmp-grc.gc.ca/docas-ssdco/guide-kid-enf/kids-enfants-enf-kid-eng.pdf>
- How can I teach my young child to deal with peer pressure:  
<http://www.albertahealthservices.ca/assets/healthinfo/AddictionsSubstanceAbuse/if-par-parent-info-series-2-1.pdf>
- How to talk to my teen about drug use –
  - ♦ <http://www.albertahealthservices.ca/assets/healthinfo/AddictionsSubstanceAbuse/if-par-parent-info-series-3-5.pdf>
  - ♦ <http://www.albertahealthservices.ca/Blogs/PFH/Posting305.aspx#.VyOqkOlRJaR>
- Understanding Addiction and Brain Development –
  - ♦ <http://www.albertafamilywellness.org/families-individuals>
  - ♦ <http://www.ccsa.ca/Resource%20Library/CCSA-Evaluating-Drug-Prevention-Programs-Neuroscience-Summary-2016-en.pdf>
- Parenting:
  - ♦ <http://www.humanservices.alberta.ca/family-community/14873.html>
  - ♦ <http://www.uvic.ca/research/centres/carbc/assets/docs/hs-parents-list.pdf>
  - ♦ Parent toolkit: <http://www.drugfree.org/the-parent-toolkit/>



### Resources for teachers, schools and community members

- <http://www.albertahealthservices.ca/amh/Page2674.aspx>
- [http://www.camh.ca/en/education/teachers\\_school\\_programs/resources\\_for\\_teachers\\_and\\_schools/Pages/resources\\_for\\_teachers\\_and\\_schools.aspx](http://www.camh.ca/en/education/teachers_school_programs/resources_for_teachers_and_schools/Pages/resources_for_teachers_and_schools.aspx)
- Community action on drug abuse prevention
  - ♦ <http://www.albertahealthservices.ca/assets/healthinfo/AddictionsSubstanceAbuse/if-com-community-action-manual.pdf>
  - ♦ <http://www.albertahealthservices.ca/info/page13663.aspx>

# Mr. Speaker's Outreach

## Bringing the Legislature to Alberta's Youth

Tuesday, October 11, 2016

6 p.m. to 8 p.m.

Esplanade Arts and Heritage Centre  
401 First Street SE, Medicine Hat



# Open House. Open Dialogue.

The heart of democracy is coming to your hometown, and you're invited.

► FOR MORE INFORMATION CALL ALEX MCCUAIG 403.580.9347



## LEGISLATIVE ASSEMBLY OF ALBERTA

For Immediate Release

October 6, 2016

### **Speaker Wanner Brings the Legislature to Alberta's Youth**

EDMONTON – Beginning on October 11, Speaker Wanner will be in south-eastern Alberta to dialogue with students about active citizenship, parliamentary democracy and the role of the Legislative Assembly of Alberta.

"The Legislature is the heart of democracy in Alberta, but for the many Albertans living outside of the capital region, experiencing the Legislature first-hand can be a challenge," said Honourable Robert E. Wanner, Speaker of the Legislative Assembly of Alberta. "Mr. Speaker's Outreach is a unique learning opportunity that brings the Legislature right to Alberta's youth in their hometowns and invites important conversations that I hope will inspire active citizenship."

On October 11 the Speaker will host:

#### **Open House. Open Dialogue.**

6 p.m. to 8 p.m.

Esplanade Arts and Heritage Centre

401 First Street SE, Medicine Hat

Highlights of the open house will include meeting and having conversations with Speaker Robert E. Wanner, Deputy Speaker and Chair of Committees Debbie Jabbour, and other current and former MLAs. Sergeant-at-Arms Brian Hodgson will also be on hand with the Alberta Mace. This will be the Alberta Mace's first official trip outside of the capital.

During his tour the Speaker will also visit Crescent Heights High School, Monsignor McCoy High School, St. Mary's High School and Siksika Nation High School.

One of the mandates of the Legislative Assembly Office is to educate Albertans on the democratic process and the parliamentary system. Mr. Speaker's Outreach is another way through which the Legislative Assembly will educate Alberta's youth. While additional locations have not yet been set, this is the first of what may be many tours of Mr. Speaker's Outreach.

Every year thousands of students visit the Alberta Legislature, where they experience parliamentary democracy at work. Mr. Speaker's MLA for a Day provides high school students with insight into a typical day in the life of an MLA, and the Page Program provides employment and development opportunities to high school and post-secondary students. In addition, the School at the Legislature program is offered to Grade 6 students. Mr. Speaker's Outreach is the first program of its kind in Alberta to travel and reach students right in their home towns.

*Contact Alex McCuaig 403.580.9347 with any questions related to the venue for the October 11 open house.*

- 30 -

#### **Media inquiries:**

Tracey Sales, Communications Consultant

Legislative Assembly Office

Mobile: 780.862.6446

E-mail: [tracey.sales@assembly.ab.ca](mailto:tracey.sales@assembly.ab.ca)





# Monsignor McCoy High School

202-8<sup>th</sup> Street, N.E., Medicine Hat, Alberta T1A 5R6



Medicine Hat Catholic Board of Education-M.H.C.S.R.D. No. 20

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Telephone (403) 527-8161

[www.mhcbe.ab.ca](http://www.mhcbe.ab.ca)

Fax (403) 527-8209

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September 20, 2016

Mr. Dick Mastel  
1251 - 1 Ave. SW  
Medicine Hat T1A 8B4

Dear Mr. Mastel,

RE: McCoy Awards Evening – Wednesday October 26, 2016 – 7:00 pm

We will be hosting our “Annual McCoy High School Awards Evening” on Wednesday October 26, 2016 at 7:00 p.m. in the **Medicine Hat College Theatre**. Members from various sponsoring organizations will be making their presentations and we are certain you will enjoy observing the activities.

We would like to invite you to attend this evening in honour of our students who have excelled in their particular areas of endeavour. The program will be approximately one and one half hours in length. We look forward to having you join us to help celebrate the achievements of our students.

Sincerely,

Mr. Doug Hendricks  
Awards Chairperson

**Modernization of Monsignor McCoy – Standing Item**  
**Board Report October 11, 2016 Public Meeting**

**1. Monsignor McCoy Modernization Update**

Senior Administration will provide an update on the modernization of Monsignor McCoy.

**Recommendation:** Receive as information.

**Attachment:** None

**St. John Paul II School Construction – Standing Item**  
**Board Report October 11, 2016 Public Meeting**

**1. St. John Paul II School Update**

An Update will be provided

**Recommendation –None**

**Attachment: None**

**Superintendent's Report**  
**Board meeting October 11<sup>th</sup>, 2016**

**1. Educational Plan 2016-2017**

The Division priorities for 2016-2017 focus on OUR FAITH, enhancing the identity of our schools and fostering home, school, and parish relationships, enhancing student learning through actions that reflect the values of INCLUSIVE EDUCATION, enhancing and fostering a love of the FINE ARTS, providing a welcoming, caring, respectful, and SAFE LEARNING ENVIRONMENT, developing a vision for the use of TECHNOLOGY to support student learning, and fostering the CATHOLIC spirit of ATHLETICS.

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

As discussed at the previous Board meeting I have asked administrators to present the highlights of their Education Plan to the trustees. Presentations will be scheduled between November and March with two school presentations at each Board meeting. These will occur at the beginning of the public meeting, around 6pm. Presentations will be approximately 20 minutes long and include a 1-2 page overview of the School's Education Plan.

**Recommendation: Receive as Information and Discussion**

**2. Mother Teresa School Name**

As we are aware Mother Teresa was declared a saint by Pope Francis on September 4<sup>th</sup>, 2016. In June of 2016, after our visit with the Bishop, our intention was to keep the name of Mother Teresa School unchanged. As a follow-up to that conversation I would ask that we discuss if that continues to be our intention at this time. Is there any additional actions we may wish to take? For example adding St. Theresa of Calcutta ( Kolkata ), under the name should it remain the same.

**Recommendation: Receive as Information and Discussion**

**3. Emergency Protocols**

As discussed at our September meeting we have been working with School Division #76 and Prairie Rose School Division #8 to develop common language around Emergency Protocols. On September 22<sup>nd</sup> we sent the Emergency Protocol guidelines to all staff so they could become familiar with the language. I asked that they place Emergency Protocols on their September 23<sup>rd</sup> staff meeting agenda to discuss the protocols in greater detail.

All three Divisions met with the media on September 29<sup>th</sup> to release the protocol information. Members of our senior administration and the Chairman of our Board, Mr. Dick Mastel attended the media release. Shortly after the media release the information was posted to our website and communicated on our Facebook page.

The protocol will be directly communicated to parents in early October.

**Recommendation: Receive as Information**

#### **4. Technology Committee**

On May 17<sup>th</sup> Alberta Education conducted a technology review with Medicine Hat Catholic Schools. Their report represents key points from the conversation around the experience with technology in our schools and future strategies regarding the use of technology to support student learning.

The next step in this process is to bring together a committee of admin and staff to develop a technology plan for the future. Three school based administrators will represent the DLT group. Other members will include three teachers, staff from our central office technology department, and representation from senior admin.

On October 19<sup>th</sup> I will be attending a Jurisdiction Technology Contacts (JTC) event. These events hosted twice a year by Alberta Education provide technology leadership for staff and senior admin and provide an opportunity to network, discuss and learn about trends in the field along with emerging technologies and Alberta Education initiatives. Sessions throughout the day offer topics relevant to the Learning and Technology Policy Framework.

**Recommendation: Receive as Information**

#### **5. Canadian Trip Request - Maritimes**

I have received a trip request from Notre Dame Academy requesting permission for students to participate in an Off-Site Activity trip to the Maritimes from June 29<sup>th</sup> to July 7<sup>th</sup> 2017. The Field trip Assessment Committee has reviewed the application and requested additional information as required.

Notre Dame is familiar with the trip as this would be the second year of taking students to the Maritimes.

**Recommendation: Receive as Information and approval**





# 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 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.

### 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.

# EMERGENCY PROTOCOL

## QUICK REFERENCE GUIDE

### LOCK DOWN

- There is an immediate **THREAT OF VIOLENCE** to students and staff **INSIDE** the school building.
- 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 Incident Commander on-site issues the **ALL CLEAR** and doors are unlocked by the Incident Commander or police.

### 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.
- 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.

### 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 Incident Commander issues the **ALL CLEAR**.

### EVACUATION

- There is possible danger **INSIDE** the school. Examples can include; fire, chemical spill, gas leak, etc.
- Students will be escorted by staff to a safe location away from the school.
- No one will re-enter the school until the Incident Commander issues the **ALL CLEAR**.

**Executive Assistant & Corporate Communications –Della Dewald**  
**Board Meeting**  
**October 11, 2016**

**1. Corporate Communications**

**1. Advertising/Public Relations** - Exhibit a consistent message and increase community awareness.

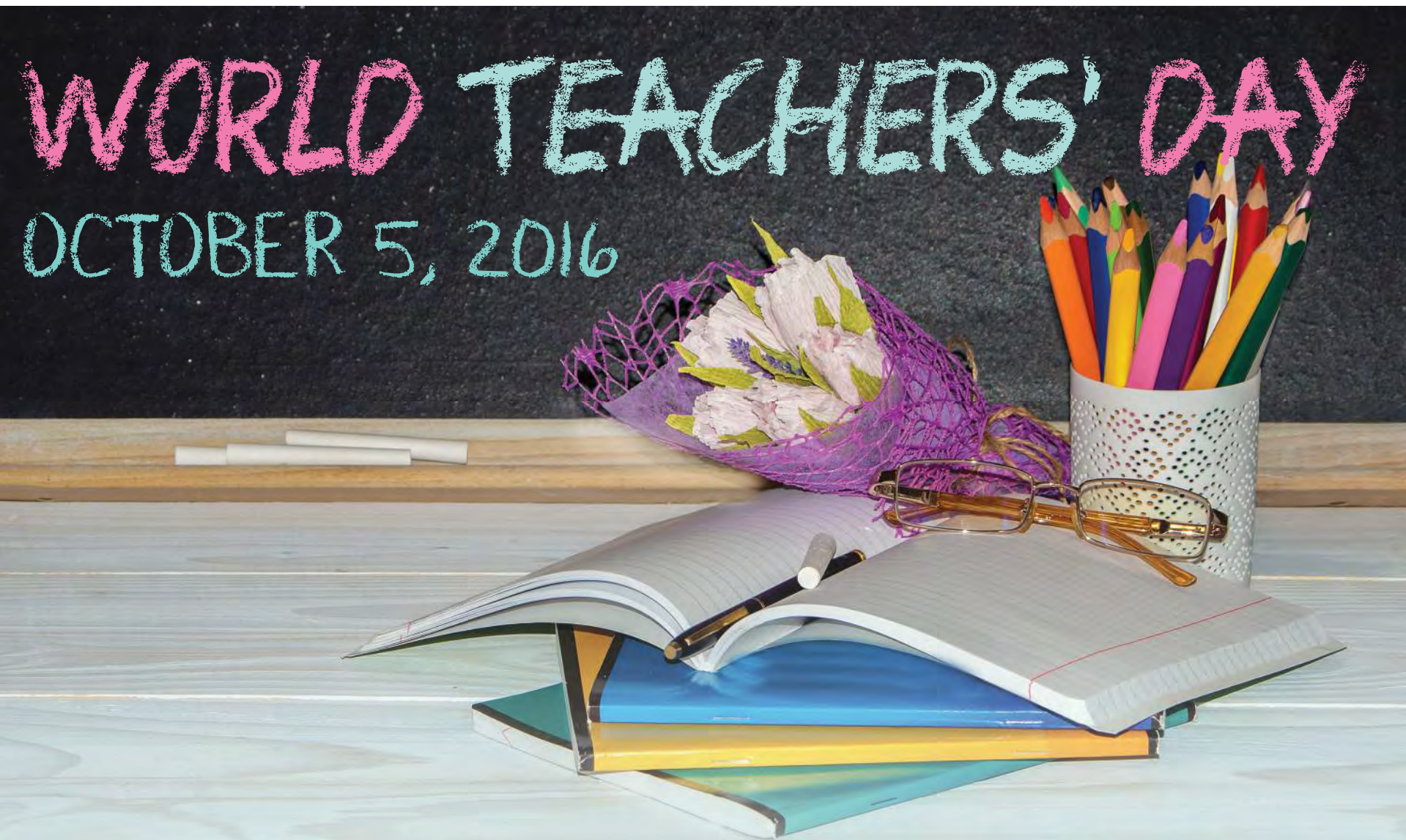
**a. October 5<sup>th</sup> is World Teacher's Day:**

- i. Ad - Feature advertisement October 5, 2016 – Advertisement in the Medicine Hat News promoting World Teacher's Day. Promotion on division website including social media.



- ii. Editorial - New Teacher Interview – We arranged for the MH News to interview a new Teacher to the teaching profession and a new teacher to our Division. Ms. Elizabeth Zalucki from Ecole St. Thomas d'Aquin was interviewed the week of Sept 26<sup>th</sup>, the editorial from the interview will be in the World Teacher's Day publication. Thank you Ms. Zalucki!





# Growing as a teacher a benefit to schools and students

CHARLES LEFEBVRE  
clefebvre@medicinehatnews.com  
Twitter: MHNLeFebvre

After her first day as a teacher, Elizabeth Zalucki said she went home, laid on her bed and closed her eyes, feeling exhausted.

"When I woke up that evening, I had the biggest smile on my face, because I was so happy for each and every individual

that is partaking in this class," she said. "I wouldn't change it."

Zalucki made the move from Toronto to Medicine Hat this year and teaches Grade 4 at Ecole St. Thomas d'Aquin, teaching 19 students in her classroom every subject except for music and library.

As a child, Zalucki said she had a passion for teaching others about the things she loved.



NEWS PHOTO  
CHARLES LEFEBVRE

Elizabeth Zalucki started her first year of teaching in September, teaching Grade 4 students at Ecole St. Thomas d'Aquin.

**SUPPORTING  
A STUDENT'S INHERENT  
RIGHT TO LEARN  
WITH INCLUSIVE  
PROGRAMMING FOR  
EACH AND EVERY CHILD.**



As a professional organization that advocates for public education, the ATA puts learning first, ensuring the story of education is a positive one.

Find out more at [storyofATA.com](http://storyofATA.com)



The Alberta Teachers' Association

ALONG WITH 170 OTHER NATIONS  
WE'RE PROUD TO RECOGNIZE  
THE VALUE OF A TEACHER.

**WORLD  
TEACHERS' DAY  
2016.10.05**

In conjunction with Education International  
and the Canadian Teachers' Federation.



"If I really loved something, which ended up being French, I loved transferring that knowledge to somebody else and seeing them appreciate it as much as I appreciated it."

Zalucki focused on French and Math while an education student at the University of Toronto, and had the goal of being a high school teacher once she graduated. She says it is important for teachers to take the chances offered to them, even if it doesn't necessarily fit your plans.

"Limiting yourself to one option is not necessarily good for your employer, the board, the school and it's not good for yourself," she said. "You're not going to grow as an individual if you get stuck in one class or one subject you're used to."

"For example, I was used to a Grade 12 classroom in mathematics who was ready to go to University, and there was no classroom management or behavioral

issues...it didn't really teach me much about classroom management and how to really connect with students, because they were all so silent and ready to get the highest grade. When I came down to a Grade 4 class, I understood that building the basics is what will get them up to that Grade 12 level."

Zalucki described her first day as a teacher as loud, but filled with "lots of smiles and lots of play."

"It tested me, it tested my patience and it taught me to take a step back sometimes and level with the kids and see where they're at," she said.

Fortunately, she's has a strong support staff and a supportive Catholic Board of Education behind her.

"The staff have been so supportive," she said. "I feel like I walked in and I wasn't the first-year teacher, I was somebody who was here for 10 years...I really feel at home here."

Medicine Hat Catholic Board of Education  
Apply your heart to instruction  
and your ears to words of knowledge,  
Proverbs 23:12



www.mhcbe.ab.ca

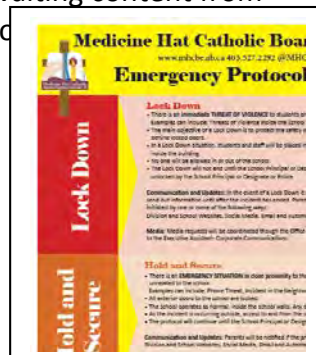
41314473 • 10/05/16

"Celebrating Teaching Excellence since 1911"



**b. Fine Arts MHCBE**

- i. **Calendar** –We are for the 2<sup>nd</sup> year, developing a Fine Arts Poster for MHCBE, featuring a snapshot of everything FINE ARTS in MHCBE. This will ready in early October. We are just awaiting content from schools. The poster will circulated in School and on social media.



**c. Emergency Protocol Communication Strategy**

- i. Notice to ADS – Sept 22
- ii. Media Event – Sept 29
- iii. Updated Notice to ADS – Sept 29
- iv. Media Release – Sept 29
- v. Backpack Circulation – Early October
- vi. Laminated Posters for Classrooms & Offices – Early October
- vii. Desktop “tent-cards” for Teacher Desks, Office Desk – October

## COMMUNICATION

To: All Division Staff; Trustees  
Date: September 29, 2016  
Re: Emergency Protocol Guide Adopted

The media event was held earlier this morning, the common language emergency protocol strategy was ad



**Regional Schools – Working together!**

Mark Davidson, MHSD 76, Joe Colistro, MHCBE, Brian Andjelic, Prairie Rose

The Emergency Protocols Guide along with the Media Release

A backpack circulation will be sent home with students in early classrooms and front offices. We will also prepare a smaller v

**d. Community Event – City of Medicine Hat**

**i. 150<sup>th</sup> Celebration Gardens** commemorating Canada's Sesquicentennial Ceremony

1. Thank you Mother Teresa School, Grade 5/6 class and Mr.

Cody Young who will represent MHCBE at the tulip planting ceremony on October 5, 2016 at the Robertson Park. The students and others in attendance will plant 1,000 tulips in the part.

2. The [Countdown](#) is on to 2017 when Canada will celebrate its 150<sup>th</sup> Anniversary of Canada's confederation.

a. Schools and the Division are encouraged to promote events happening during the countdown to 2017 and throughout the 2017 year! Promotion by means of websites, social media, school newsletters and division wide communication etc.



**e. Communicators in our Region – MH Communicators Group**

i. MHCBE Communications, Della Dewald & Derrian Hallas are members of the local MH Communicators Group, this is newly formed group in the region of individuals who work in communications for other public bodies. The goal of the group is to discuss local and region communication strategies undertaken by each of the public bodies. Members include: Medicine Hat Catholic Board of Education, Med Hat Public, Prairie Rose, Alberta Health Services, MH Police Service, City of Medicine Hat and CFB Suffield make up the member group. The group will meet bi-monthly to discuss common issues regarding communications and to share best practices. The members will take turns hosting the meetings. We will report on the outcomes and advantage of the local communicators groups.

...moving communications from good to great!

Derrian Hallas- School Communications and Social Media

Contact Information: derrian.hallas@mhcbe.ab.ca (403) 878-2017

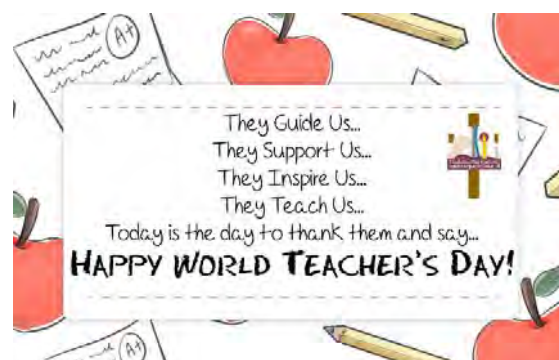
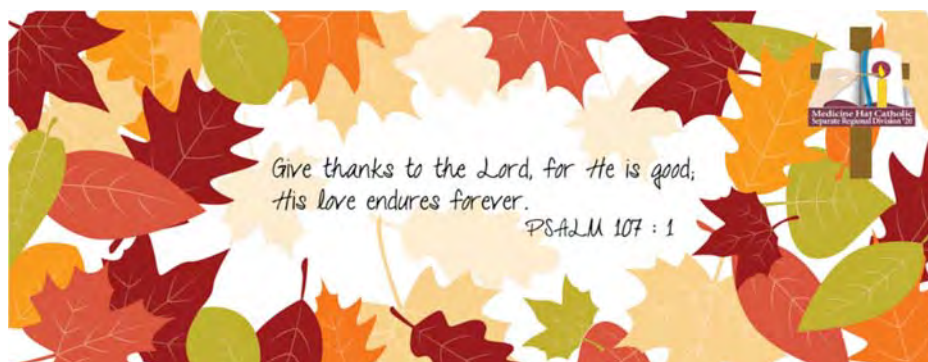
#MHCatholic

## Social Media Activity

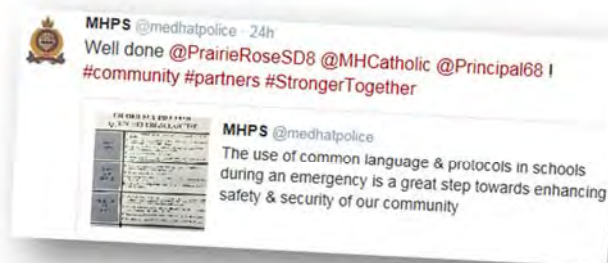
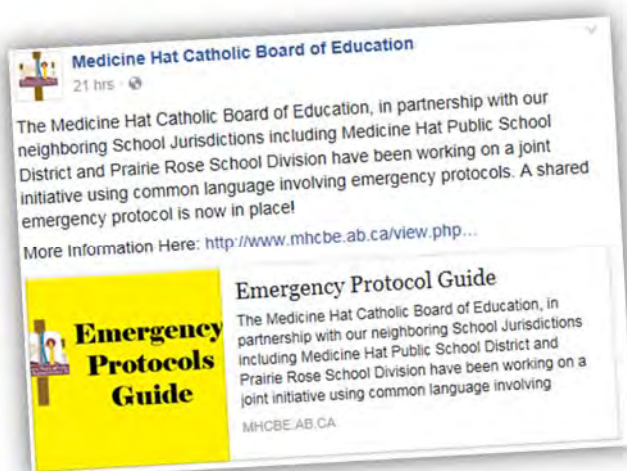
543 to **556** "likes" on our **Facebook Page**

373 to **393** followers on **Twitter**

81 to **87** followers on **Instagram**



- School Website Updates:
  - Removed Back to School Information
  - Fall Banners
  - Emergency Protocols Guide
- Daily Account Overview Process for Social Media Accounts
  - Page and Account Activity.
  - Overseeing comments and dealing with inappropriate comments.
  - Keeping track of likes and followers.
- Profiling activities going on in all 9 schools
- Using our hashtag #MHCatholic to connect our school and brand the division.
- Working with Religious Education to enhance our Religious posts.
  - #FaithFriday posts- teaming up with Religious Education to promote Catholic Faith and educate followers in a weekly post on social media.
- Coming Up in October:
  - St. John Paul II School construction photo update
  - Working on Catholic Education Sunday Video Project- Ready for November 6th







### Innovation in Education - École St. Thomas d'Aquin

St. Thomas, French Immersion Catholic School has developed an "app" for iOS and Android to assist the school with communication and engagement.

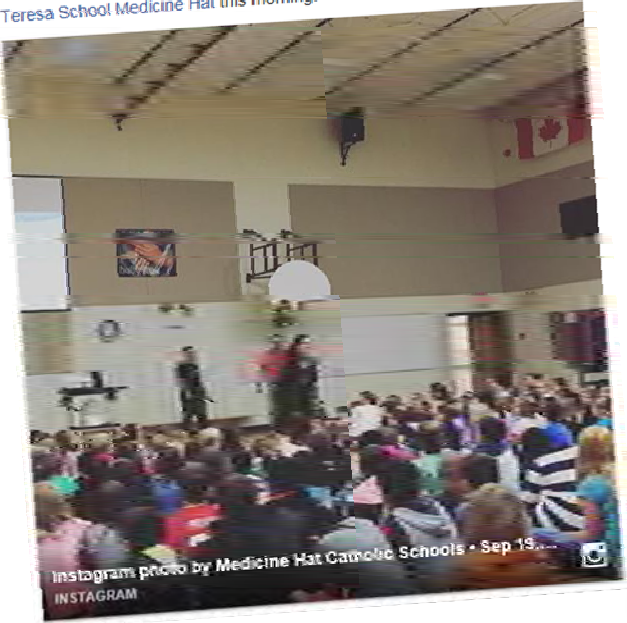
YOUTUBE.COM



### Medicine Hat Catholic Board of Education

September 19 at 10:46am ·

"Gracious words are a honeycomb, sweet to the soul and healing to the bones" Proverbs 16:24... Learning how to be a Brave Bystander at Mother Teresa School Medicine Hat this morning!



Instagram photo by Medicine Hat Catholic Schools · Sep 19...  
INSTAGRAM



### Medicine Hat Catholic Board of Education

46 mins ·

Here are September's Terrific Kid Awards at St. Louis School. Thanks to the contributions of the Medicine Hat Kiwanis Club! Congratulations students!



You Retweeted

St. Francis Xavier @StFrancisMH · Sep 16

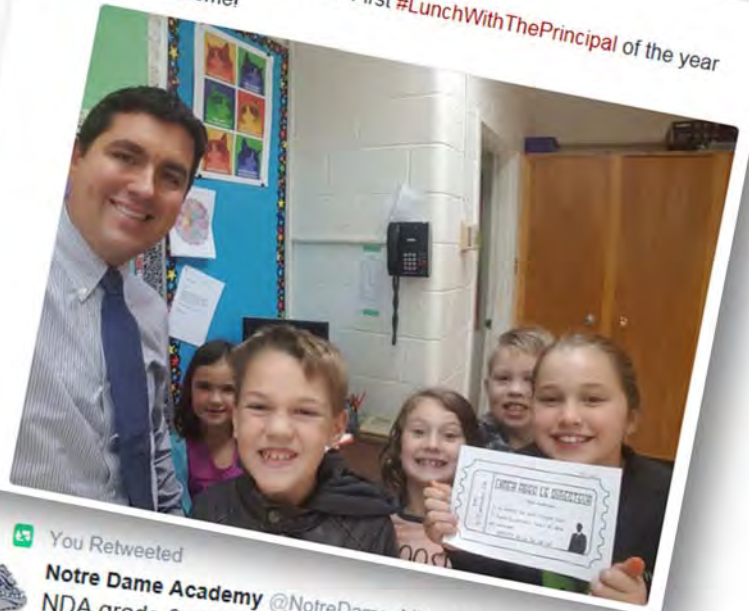
Year-Opening mass at St. Patrick's Parish. (Some students have a chat with Fr. Tomy while waiting for the bus).



You Retweeted

École STA MH @Ecole\_STA · Sep 23

Great way to spend lunch. First #LunchWithThePrincipal of the year was awesome!



You Retweeted

Notre Dame Academy @NotreDame\_MH · 21h

NDA grade 9 students connecting with the environment @CypressHillsPk @MHCatholic #scienceiscool





Want to see our boys in pink? The Colt's play tonight at 5pm at the Methanex Bowl  
 #gocolts #BreastCancerAwareness  
 @mccoy\_football @MMcCoy\_MH



MH Catholic Schools @MHCatholic · 20h

Check out the new @MMcCoy\_MH Colt's football jerseys for the month of October recognizing  
 #BreastCancerAwarenessMonth #proud  
 #medhat



Medicine Hat Catholic Board of Education  
 14 hrs · 🌐

"This 150th Celebration Garden celebrates how communities across the country have played a role in defining, developing and growing Canada as a nation of friends."  
 So glad our Catholic Schools were lucky enough to be a part of this little piece of history.



Medicine Hat Catholic Board of Education added 6 new photos — 😊 feeling excited.  
 15 hrs · 🌐

On this chilly fall day Mother Teresa Grade 5 students, along with other community members gathered in Robertson Park to plant tulip bulbs!  
 Celebrating Canada's 150th Sesquicentennial, Robertson park was one of only 150 gardens in Canada chosen for this ceremony. Wow!  
 Can't wait to see them bloom in May 🌸🌸🌸... See More

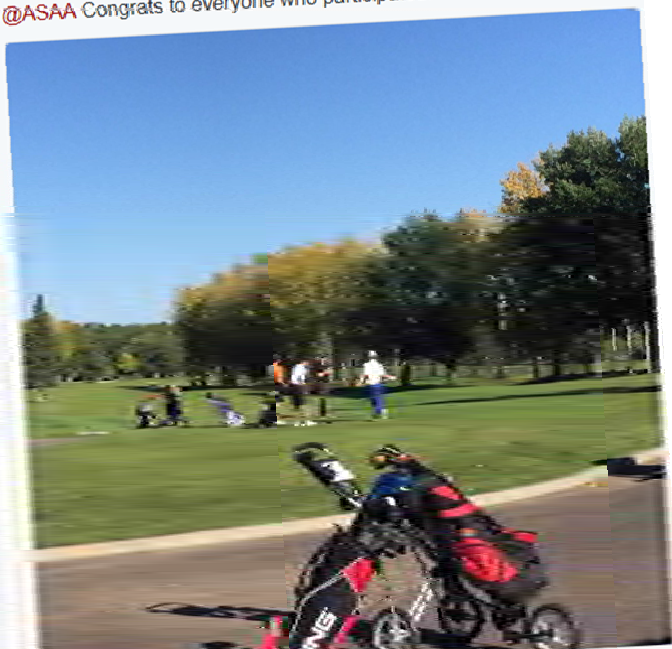




Monsignor McCoy @MMcCoy\_MH · Sep 26  
Annual Colts Football Steak Night & Silent Auction! More info here:  
[mccoyschool.ca/view.php?actio...](http://mccoyschool.ca/view.php?actio...)



MH Catholic Schools @MHCatholic · Sep 27  
Today was a beautiful day for golf! #ASAAProvs @MMcCoy\_MH  
@ASAA Congrats to everyone who participated!



Medicine Hat Catholic Board of Education at St. Michael's School Medicine Hat.  
Just now · Medicine Hat ·

School BBQ's are the best BBQ's. Happy St. Michael's Day from St. Michael's School!



Instagram photo by Medicine Hat Catholic Schools · Sep 30, ...  
INSTAGRAM

You Retweeted



St. Francis Xavier @StFrancisMH · Sep 22

Our grade 5 students enjoyed popcorn today while sharing their "summer movie" reviews! What's a movie without popcorn? #medhat #MHCatholic



MH Catholic Schools @MHCatholic · Sep 20  
Looks like we have some great new whiteboard tables at @StMarys\_MH. Teamwork at its finest! #medhat #MHCatholic



Medicine Hat Catholic Board of Education added 5 new photos.  
September 27 at 5:08pm ·

What an exciting day for the Grade 5 students at St. Patrick's School! Looks like a successful Alberta Wetlands field trip. So much to see and so much to learn!



**Associate Superintendent Human Resources  
Board Meeting, October 11, 2016**

**1. Annual Education Results Report**

Alberta Education has posted the MHCBE Accountability Pillar Results for the Annual Education Results Report. (AERR) The document includes data collected throughout the 2015-2016 school year. Grade 4, 7, and 10 students, their parents and teachers employed by MHCBE were surveyed. Diploma exam and provincial achievement test results are also utilized in the report. The data collected informs school divisions on a number of categories including academic achievement, graduation/dropout rates, safe and caring school, programming etc. A summary of the AERR will be presented at the board meeting.

**Recommendation:** N/A

**Attachment** – Summary document to be provided at the board meeting.

**Information Only**

**2. October 21, 2016 - PD Day**

On October 21<sup>st</sup>, we are pleased to be bringing in Dr. Jody Carrington to present to the entire staff. Dr. Jody Carrington is a Clinical Psychologist who has spent most of her career working with children and families. For 10 years, she worked on the Mental Health Inpatient Units of the Alberta Children's Hospital, where she became a believer in the power of the relationship in assisting kids and their families who are struggling with emotional dysregulation. She now practices out of Olds, Alberta, where she lives with her husband and three children, and works closely with a number of school divisions in Alberta. The presentation will be held at St. Mary's School. We will have coffee and fellowship starting at 8:30 AM, and Jody will start her presentation at 9:00. The board is invited to attend.

**Recommendation** – N/A.

**Attachment** – N/A

**Information Only**

**3. Student Board Advisory**

In February 2014, a Student Board Advisory Committee was established under Med. Hat Catholic Board Policy # 8, Committees of the Board. This committee has been established to gain valuable input from students on school and division operational issues. The policy calls for approx. 10 students to be included on the committee. These students need to be in grades 8-11. Last year, central administration met with 3 groups of students, one from St. Mary's, Notre Dame, and Monsignor High School. The students were asked to give input on a number of topics from Catholicity to academics. These students were brought in and met with Mr. Mastel in the board room. The policy states:

**Any member of the Student / Board Advisory Committee may initiate agenda items for discussion on any matter relevant to students.**

**The Committee structure and mandate will be reviewed annually.**

The board will be asked for input regarding agenda items for the meeting, and the structure and mandate of the committee. A date will need to be established with the board representative (s) to meet with students.

**Recommendation** – A maximum of 2 board members agree to sit on the Student Board Advisory Committee. A date is set for the Student Board Advisory Committee meeting.

**Attachment** – Board Policy 8 / Student Board Advisory Committee

## 7. Student / Board Advisory Committee

### 7.1 Purpose

7.1.1 The Board of Trustees believes regular communication with stakeholder members is important and necessary for an effective school system. While recognizing the Board's authority to establish policy under the School Act, Section 60(1), the Board values input from students on school and division operational issues. The Student / Board Advisory Committee will identify issues and propose possibilities for school and system improvement. This Advisory Committee is not meant to replace student voice through other avenues such as "Tell Them from Me" and "Speak Out" but are meant to build upon those mediums of communication.

### 7.2 Membership

7.2.1 The Student / Board Advisory Committee will consist of a maximum of two trustees, +10 student representatives from across the Division and the Superintendent and/or designate. Additional resource people may be in attendance depending upon the agenda topics.

7.2.2 Committee members will be selected by the Superintendent or designate, with a focus on obtaining representatives from a wide range of skills and interests and from the various schools in the Division.

7.2.3 The student representatives shall be from grade 8 - 11 and are invited to serve a two-year term.

7.2.4 In the first year, the Superintendent or designate may appoint students for 1 - 3 year terms in order to ensure a balance of sustainability and new membership.

7.3 Guidelines 7.3.1 **Any member of the Student / Board Advisory Committee may initiate agenda items for discussion on any matter relevant to students.** The Superintendent or designate is charged with finalizing the agenda.

7.3.2 The Committee may make recommendations to the Board but does not hold any governance authority.

7.3.3 **The Committee structure and mandate will be reviewed annually.**

7.3.4 Students will be invited to apply through their school Principal who shall forward the names to the Superintendent or designate. A simple application form/procedure shall be forwarded to the students. Parent consent and support for travel will be required as one of the criteria for the selection process.

### 7.4 Meetings

7.4.1 The Student / Board Advisory Committee will meet as required, however it is expected that two meetings per year will be held.

7.4.2 Discussion items will be sent to the Superintendent or designate who will be responsible for distributing the agenda to committee members.

7.4.3 The Superintendent or designate will chair the meetings



**CUPE Collective Agreement Ratification  
Board Report October 11, 2016 Public Meeting  
Board Chair and Secretary Treasurer**

**1. CUPE Collective Agreement Ratification**

The Board of Trustees received a detailed presentation earlier on the CUPE Collective Agreement in an in camera session.

When ratified, the contract will be signed and distributed as per custom and clauses implement as agreed to.

**Recommendation:** That the Board of Trustees for Medicine Hat Catholic Board of Education approve the CUPE Collective Agreement for the period of September 1, 2016 to August 31 2019 as presented.

**Attachment:** The proposed CUPE Collective Agreement for Ratification was provided to Trustees earlier.

**Secretary Treasurer**  
**Board Report October 11, 2016 Public Meeting**

**1. Enrolment Update**

The Board of Trustees will be briefed on the enrolment.

These figures will be included into the Fall budget update for approval on 23 November 2016 at 4:30 pm

**Recommendation:** For information

**Attachment:** September 30, 2016 Enrolment (as of October 5, 2016)

**2. School Messenger**

MHCBE is looking to replace its current notification system. Currently we are using Synervoice at Monsignor McCoy for telephone notification to parents regarding student absences and a few other purposes. The system was used successfully during the threat event last year however, there were licensing issues and required certain work around.

As part of the analysis of the event it was determined the division needed a notification system division wide which would allow for continuation of notification for parents regarding absences at schools wishing to utilize that feature, as well as allowing for communication to multiple devices and different media including text. The Director of IT has determined that School Messenger will meet those needs and would allow for future scalability into other communication aspects included integrated webpages, social media and mobile apps.

The division is currently spend approximately \$1700 per year on the current system. The system would be approximately \$6300 on an annualized basis (prorated \$4200 for the remainder of the year). As such senior administration is recommending that School Messenger be adopted for the division immediately and the funding be approved in the 2016-17 budget.

**Recommendation:** That the board of Trustees for the Medicine Hat Catholic Board of Education approve a budget increase of \$4200 for the purchase of School Messenger.

**Attachment:** None

**3. Hour Zero**

MHCBE is looking at the emergency response plans. MHCBE has entered into an agreement with the other local school boards to have consistent messaging regarding emergency situations as outlined earlier.

Many school boards in Canada and the United States use an online system called Hour Zero. It is school emergency management system which schools can use to prepare for and respond to any emergency they may face. While MHCBE does have emergency response plans, they may be dated and would require resources to review and bring up to date. The advantage of Hour Zero would be it would allow for consistency with emergency plans from school to school which is a benefit to staff and students. As well it brings an online training component to ensure all

staff are trained to certain standards. The capabilities and scope of the system is far beyond what we would be able to provide using internal resources.

We have approached Hour Zero for a quote and by working with another organization we can purchase the system for :

Licence fee (one time)	\$ 9,000
Annual Fee	\$ 3,600
Service fees (development of plans)	\$36,750
<b>All in cost</b>	<b>\$49,350</b>

We have looked for a provincial grant to offset this cost and we have applied for it. We can capitalize this cost (Licence and Service) over a period of three years which minimizes the initial expenditure impacts.

Senior administration is recommending that we move in this direction with a joint purchase.

**Recommendation:** That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the purchase and implementation of the Hour Zero program and that the cost be offset by any provincial grant received.

**Attachment:** None

#### 4. 2017 Special Olympic Alberta Games

MHCBE has previously agreed to support 2017 Special Olympic Alberta Games. This support would be mainly through the use of our schools. The school the organizing committee has requested is Monsignor McCoy High School to provide accommodations. Games are July 7 – 9, 2017. We have been in communication with school administration and Facilities.

This event will bring approximately 1200 athletes, technical officials and of course family and friends to Medicine Hat. They will be participating in 10 different sporting events.

**Recommendation:** Information only

**Attachment:** None

#### 5. October 24, 2016 Federal By-election

MHCBE has been asked to provide space for polling stations in the October 24, 2016 Federal by-election. St. Mary's St. Louis and Mother Teresa School were selected. We have worked with the schools involved to meet the request

**Recommendation:** Information only

**Attachment:** None



**6. Notre Dame Academy Playground**

NDA is working with the public school to develop a playground geared towards Junior High School Students. The schools have applied for grants and the residual which Notre Dame Academy would pay is \$50,000. The school would like to take this amount from the School Based Reserve Account. While the final balances on the school reserve have not been calculated there should be sufficient funds to cover the amount. This amount was not included in the spring budget.

**Recommendation:** That the Board of Trustees for the Medicine Hat Catholic Board of Education approves the expenditure of up to \$50,000 for the purchase of a playground to be installed on the playing fields at Notre Dame Academy using the Notre Dame Academy School Reserve.

**Attachment:** Playground design

**7. Rescheduling of the Facilities Meeting**

The facilities meeting of October 3, 2016 was cancelled and should be rescheduled.

**Recommendation:** That the Board of Trustees pick a time for the next meeting to discuss facilities and the capital plan.

**Attachment:** None

## 1) Hard Enrollment by Schools (students in attendance)

School	Grade												Foreign	Total	K	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School	-	-	-	-	-	-	-	-	-	206	171	240	-	617	-	-	617.0
St. Francis Xavier School	6	22	14	18	18	22	-	-	-	-	-	-	-	100	17	-	108.5
St. Louis School	19	12	8	15	11	12	-	-	-	-	-	-	-	77	31	-	92.5
St. Mary's School	-	-	-	-	-	-	116	105	125	-	-	-	-	346	-	-	346.0
École St. Thomas d'Aquin	17	16	14	19	9	16	-	-	-	-	-	-	-	91	15	-	98.5
St. Michael's School	21	29	25	25	29	24	-	-	-	-	-	-	-	153	23	-	164.5
St. Patrick's School	60	53	63	63	65	-	-	-	-	-	-	-	-	304	48	-	328.0
Mother Teresa School	45	42	44	45	44	35	-	-	-	-	-	-	-	255	41	-	275.5
Notre Dame Academy	-	-	-	-	-	85	89	97	86	-	-	-	-	357	-	-	357.0
Pre-School - ESTIMATED	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	110	55.0
<b>TOTALS</b>	<b>168</b>	<b>174</b>	<b>168</b>	<b>185</b>	<b>176</b>	<b>194</b>	<b>205</b>	<b>202</b>	<b>211</b>	<b>206</b>	<b>171</b>	<b>240</b>	<b>-</b>	<b>2,300</b>	<b>175</b>	<b>110</b>	<b>2,442.5</b>
2015/2016 Enrollment	190	161	184	174	180	203	202	198	237	174	216	182	-	2,301	155	118	2,437.5
2016/2017 Expected	155	193	164	195	174	183	200	202	202	236	171	215	-	2,290	155	110	2,422.5
Variance from Prior Year	(22)	13	(16)	11	(4)	(9)	3	4	(26)	32	(45)	58	-	(1)	20	(8)	5.0
Variance from Expected	13	(19)	4	(10)	2	11	5	-	9	(30)	-	25	-	10	20	-	20.0

## CEC Office Use only

Grade 1-9	1683
Grade 10-12	617
Sub-Total	2300
ECS FTE	87.5
Pre School	55
<b>TOTAL FTE</b>	<b>2442.5</b>

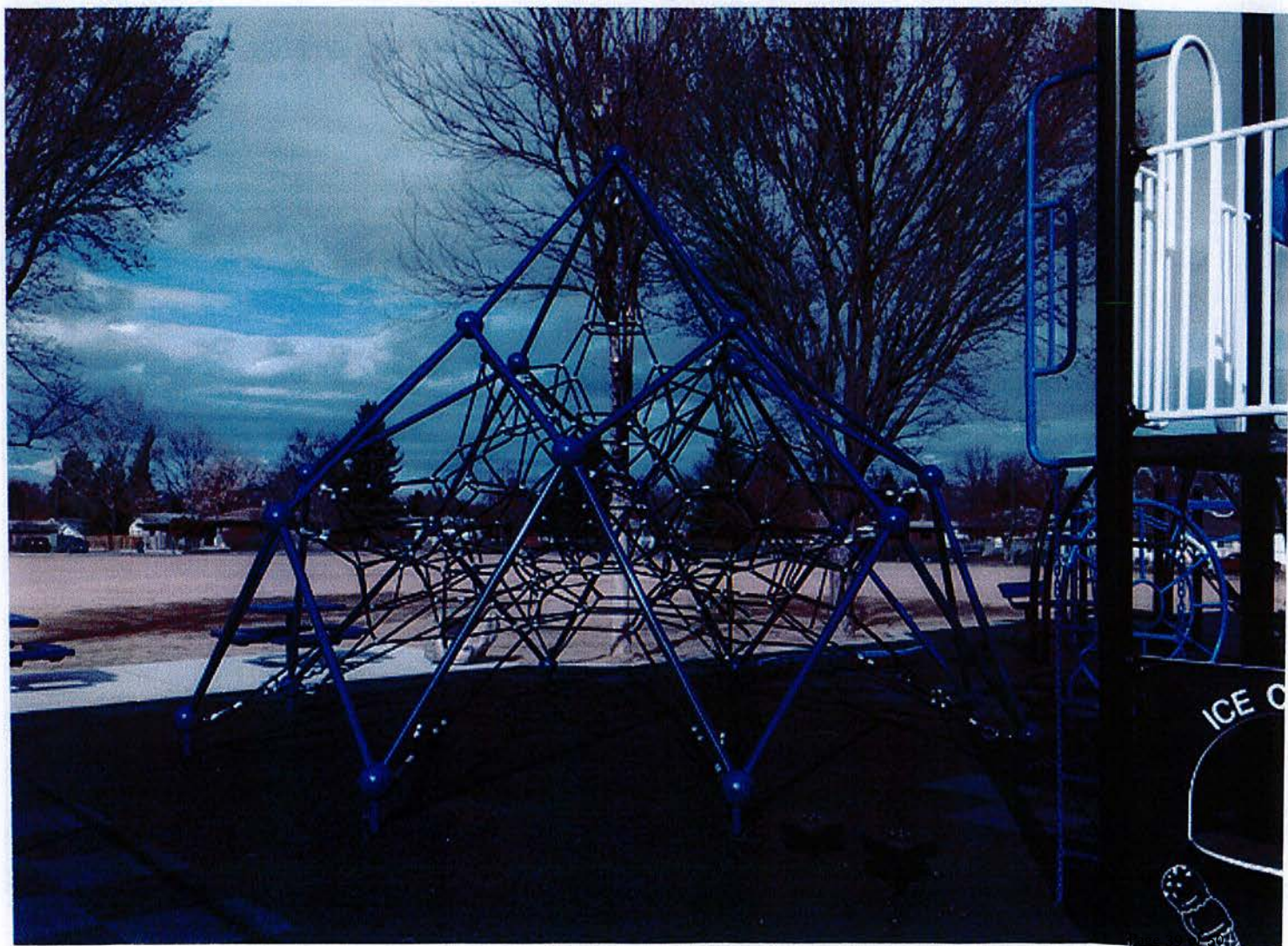
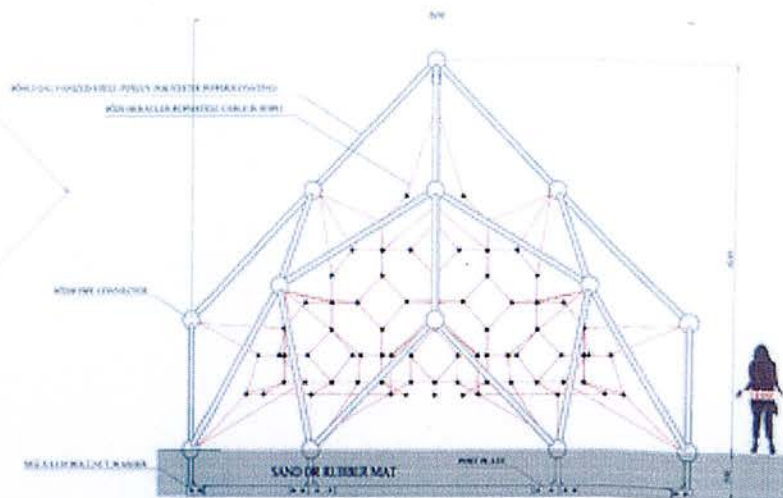
## 2) Budgeted Enrollments

School	Grade												Foreign	Total	K	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School	-	-	-	-	-	-	-	-	-	216	161	224	-	601	-	-	601
St. Francis Xavier School	8	21	15	21	18	22	-	-	-	-	-	-	-	105	15	-	113
St. Louis School	16	14	7	16	12	11	-	-	-	-	-	-	-	76	26	-	89
St. Mary's School	-	-	-	-	-	-	115	113	122	-	-	-	-	350	-	-	350
École St. Thomas	17	17	14	21	12	16	-	-	-	-	-	-	-	97	14	-	104
St. Michael's School	22	33	29	25	31	26	-	-	-	-	-	-	-	166	25	-	179
St. Patrick's School	58	53	56	64	64	-	-	-	-	-	-	-	-	295	46	-	318
Mother Teresa School	42	42	41	45	41	34	-	-	-	-	-	-	-	245	40	-	265
Notre Dame Academy	-	-	-	-	-	80	88	94	81	-	-	-	-	343	-	-	343
Unassigned	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pre-School - ESTIMATED	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	110	55
<b>TOTALS</b>	<b>163</b>	<b>180</b>	<b>162</b>	<b>192</b>	<b>178</b>	<b>189</b>	<b>203</b>	<b>207</b>	<b>203</b>	<b>216</b>	<b>161</b>	<b>224</b>	<b>-</b>	<b>2,278</b>	<b>166</b>	<b>110</b>	<b>2,416</b>

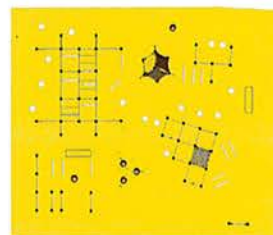
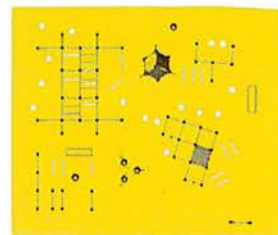
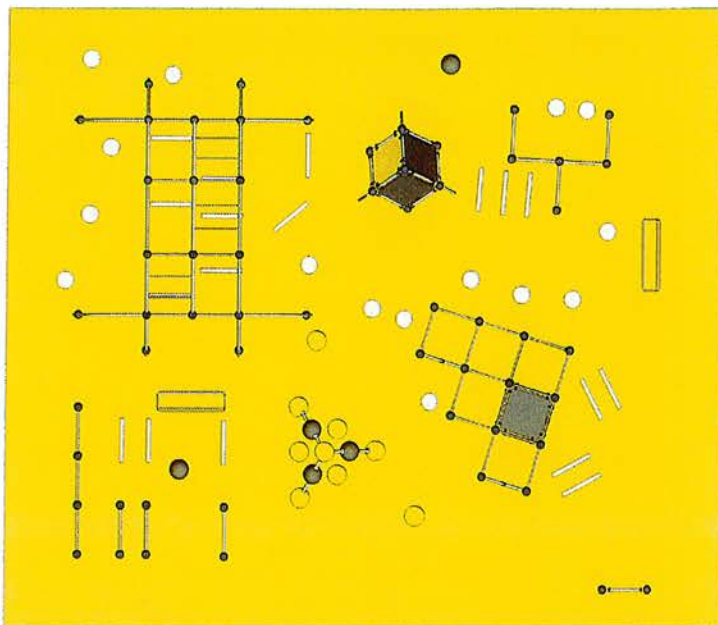
## 3) Variance (Hard to Projected)

School	Grade												Foreign	Total	ECS	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School	-	-	-	-	-	-	-	-	-	(10)	10	16	-	16	-	-	16
St. Francis Xavier School	(2)	1	(1)	(3)	-	-	-	-	-	-	-	-	-	(5)	2	-	(4)
St. Louis School	3	(2)	1	(1)	(1)	1	-	-	-	-	-	-	-	1	5	-	4
St. Mary's School	-	-	-	-	-	-	1	(8)	3	-	-	-	-	(4)	-	-	(4)
École St. Thomas	-	(1)	-	(2)	(3)	-	-	-	-	-	-	-	-	(6)	1	-	(6)
St. Michael's School	(1)	(4)	(4)	(2)	(2)	(2)	-	-	-	-	-	-	-	(13)	(2)	-	(14)
St. Patrick's School	2	-	7	(1)	1	-	-	-	-	-	-	-	-	9	2	-	10
Mother Teresa School	3	-	3	-	3	1	-	-	-	-	-	-	-	10	1	-	11
Notre Dame Academy	-	-	-	-	-	5	1	3	5	-	-	-	-	14	-	-	14
Unassigned	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pre-School - ESTIMATED	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>5</b>	<b>(6)</b>	<b>6</b>	<b>(7)</b>	<b>(2)</b>	<b>5</b>	<b>2</b>	<b>(5)</b>	<b>8</b>	<b>(10)</b>	<b>10</b>	<b>16</b>	<b>-</b>	<b>22</b>	<b>9</b>	<b>-</b>	<b>27</b>
																	101%









### Product information

Product family:  
Product name:  
Product code:

SPORT  
PARKOUR M  
220594



### Technical information



## SPORT: PARKOUR M

2/2

### Product description

Parkour example areas are gathered with experts in this area of sports. It means that products chosen to this area and also the way they are located to this area, will offer challenge to beginner and also for experts. M-size area is 14,5 m x 12 m wide and it includes next products:

- 220531 Tic-Tac Cube M LAPPSET GROUP OY LTD | P.O. Box 8146, 96101 Rovaniemi, Finland | lappset@lappset.com | www.lappset.com
- 220548 Vault Rails M
- 220501 Precision Ball x2
- 220502 Precision Ball x2
- 220540 Precision Bar x4
- 220539 Precision Bar Extra x2
- 220513 Gibbonswing L
- 220523 Spider Cage M
- 220505 Pyramid Climber
- EU06008 Fun Bank x2
- 220590 Sign



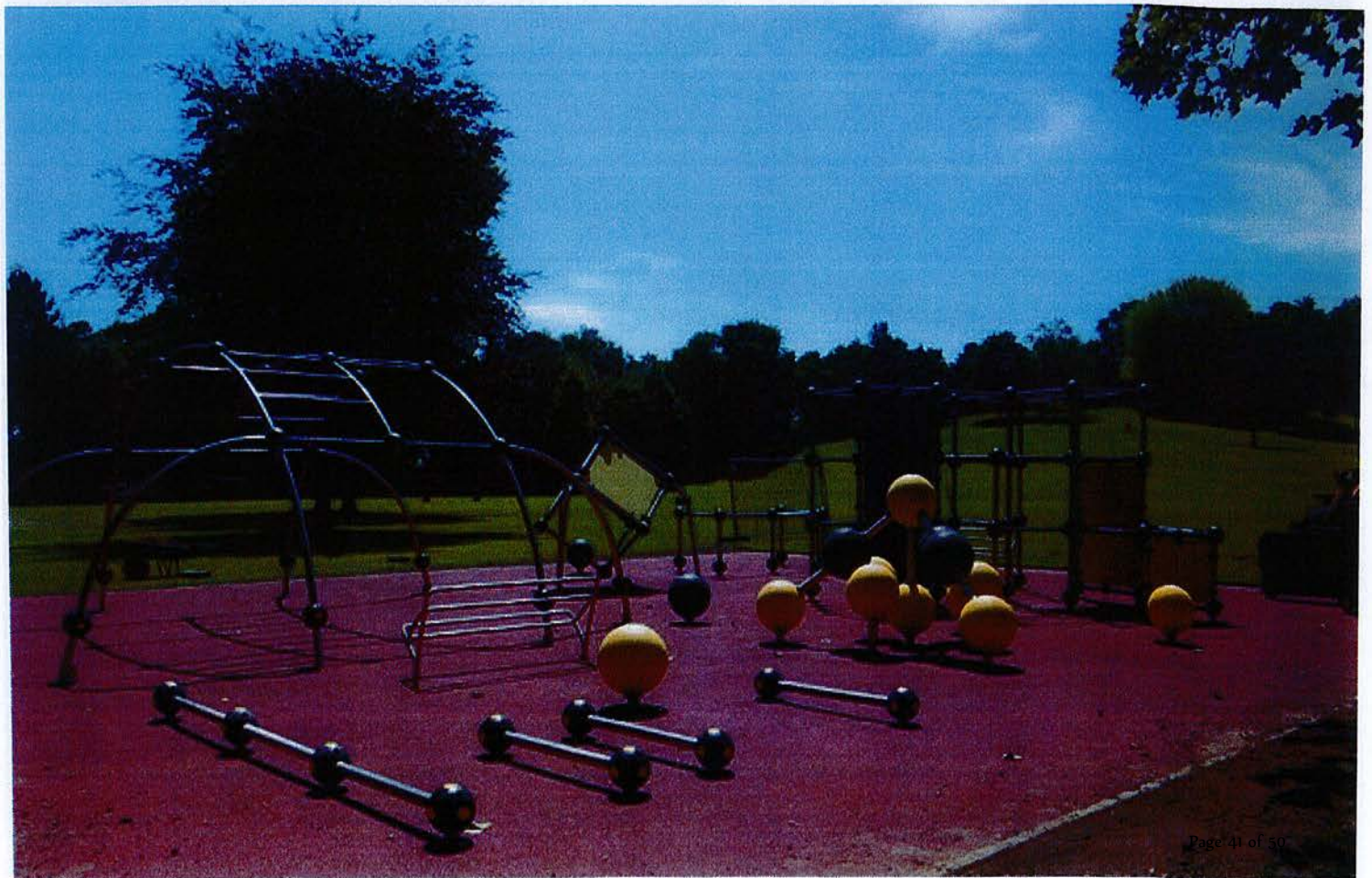
**PEAK**  
PLAY ENVIRONMENTS LTD.





**PEAK**  
PLAY ENVIRONMENTS LTD.

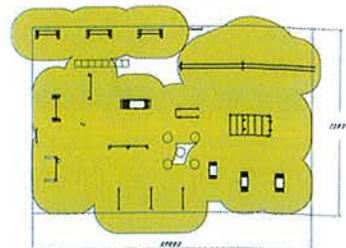
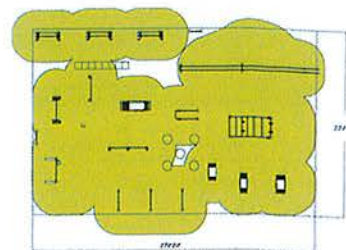
PARKOUR M







**PEAK**  
PLAY ENVIRONMENTS LTD.



### Product information

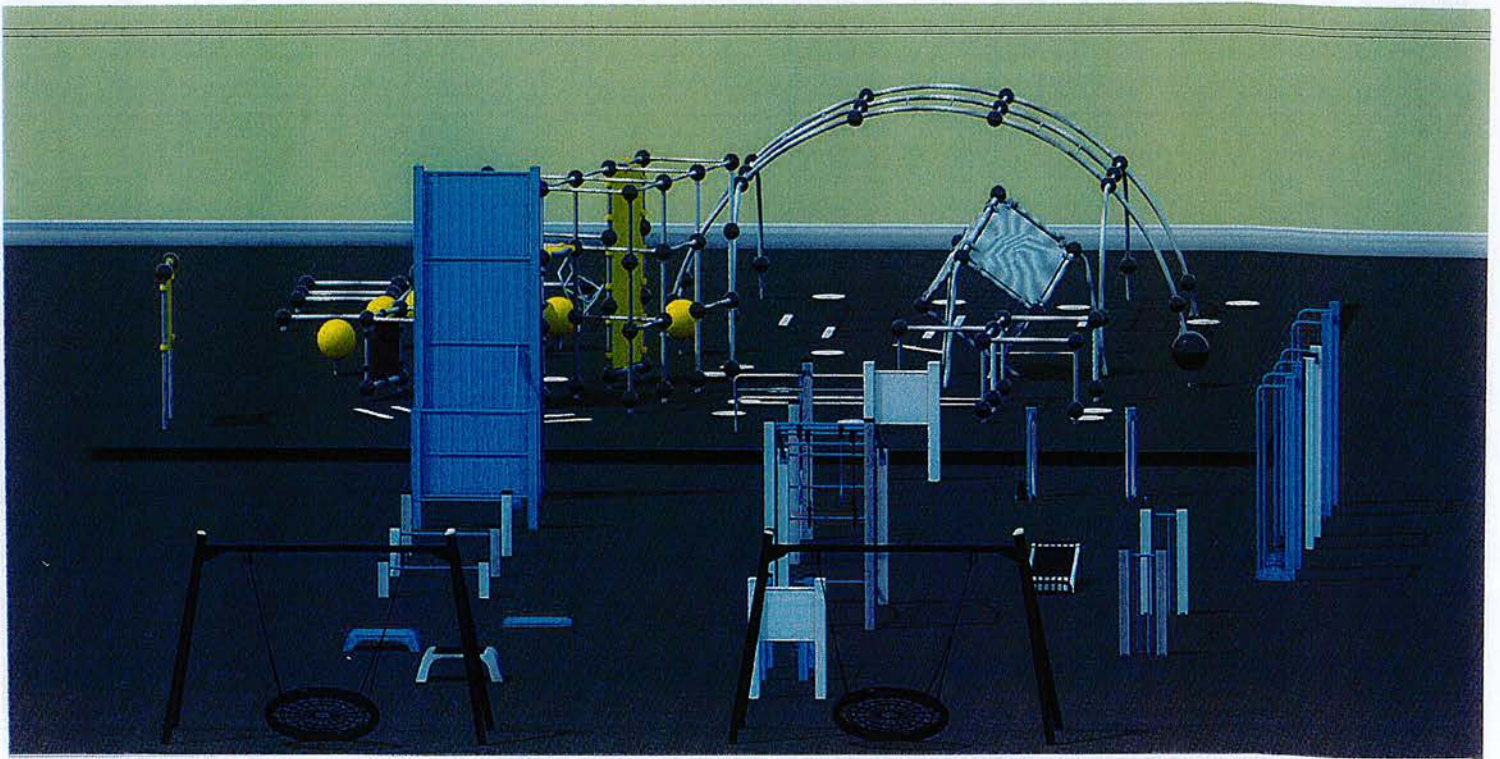
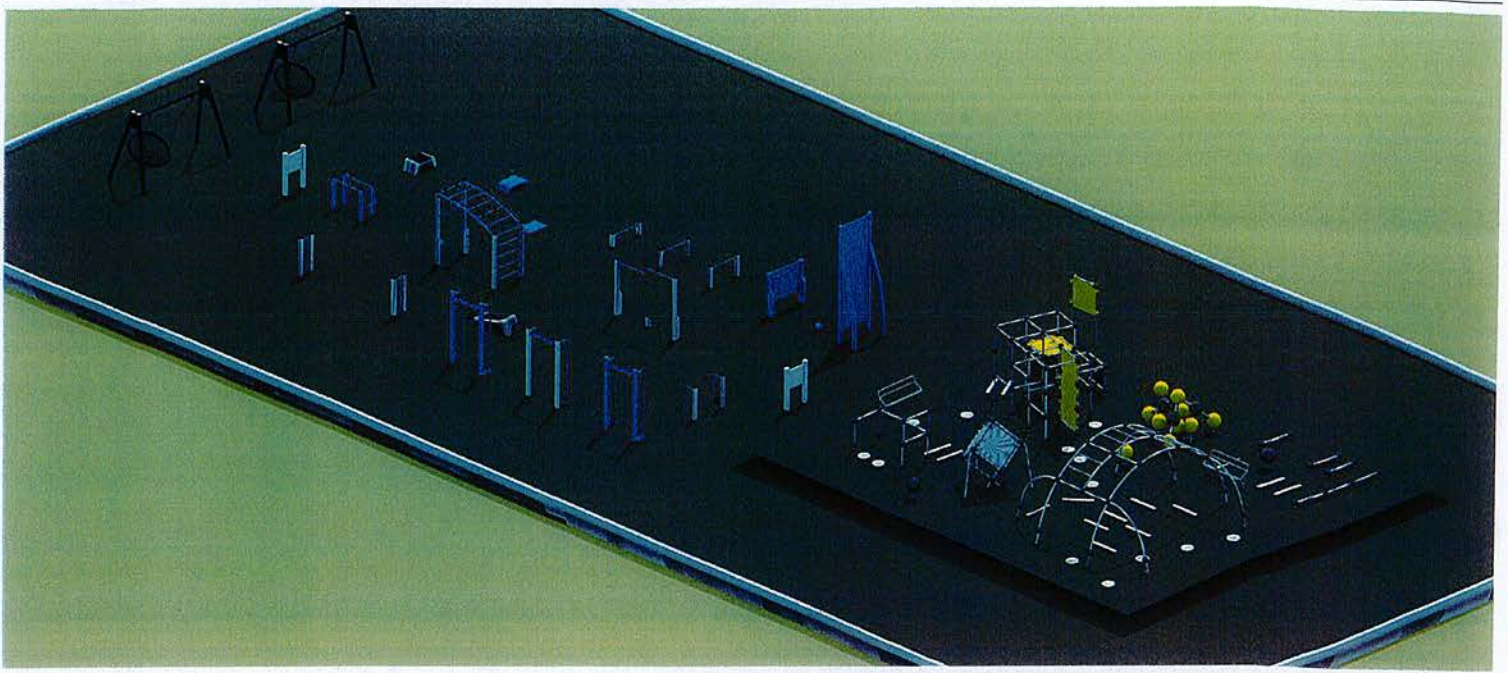
Product family: SPORT  
Product name: FITNESS PARK M  
Product code: 081325M

### Technical information

Width:	13900 mm
Max. free fall height:	2620 mm
Height:	4125 mm
Length:	21000 mm
Impact area/ Length:	16970 mm
Impact area/ Width:	11300 mm
Minimum space/ Height:	4460 mm
Impact area:	124.4 m <sup>2</sup>

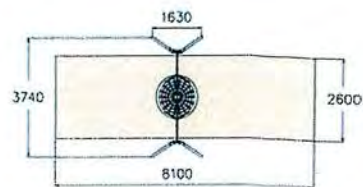






**PEAK**  
PLAY ENVIRONMENTS LTD.





**PEAK**  
PLAY ENVIRONMENTS LTD.

## Product information

Product family:	CLOXX
Product name:	THALLIUM
Product code:	220066M
Safety info:	EN 1176-1, 2:2008 TÜV
User age:	1+
Functional Age	1-18+
Classification:	

## Technical information

Largest part:	3370 mm
Width:	3740 mm
Falling space:	21.1 m <sup>2</sup>
Falling space / Length:	8100 mm
Falling space / Width:	2600 mm
Max. free fall height:	1400 mm
Height:	2680 mm
Length:	1630 mm
Impact area/ Length:	8100 mm
Impact area/ Width:	2600 mm
Minimum space/ Height:	2900 mm
Impact area:	21.1 m <sup>2</sup>
Amount of users:	4 PCS







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

**Associate Superintendent  
Learning Services**

Date: October 11, 2106

Name: Hugh Lehr

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Agenda Item: PD - Training

SIVA Training – Supporting Individuals through Valued Attachments

VTRA Training – Violence Threat Risk Assessments

**Recommendation**

- Receive as information

Attachment – SIVA Poster  
- SIVA Learning Objectives  
- Level 1 - VTRA

Agenda Item: Professional Learning Communities (PLC's)

MHCBE believes that teachers can grow professionally by sharing knowledge and professional development opportunities with their colleagues. By providing time through additional Professional Development days, we believe that the sharing of knowledge during that time will have a direct and positive effect on student achievement.

Highlights of some great work being done this year within our PLC groups:

- Implementing engaging literacy strategies in Junior High
- Student Engagement, Making the school a Safe Haven
- Building French language competency across all subject areas
- IPP goals & objective that reflect values of inclusive Ed in order to provide a welcoming, caring, respectful & meaningful learning environment for early learning support teams including children & parents.
- Self-regulation - Develop strategies & background on helping students cope with daily stress & anxiety
- Implementing Google Apps to support students and staff
- Modifying assessments and assignments for High School Redesign
- Math Focus – Response to Intervention

- Enhancing learning in Math 3 through creation of SmartNotebook units

Recommendation

- Receive as information

Attachment – N/A



## ***Learning Objectives***

1. Participants will learn how SIVA's holistic relationship based model, philosophy and guiding principles can be utilized as a systemic blueprint for program development and team decision making.
2. Participants will learn individual and group based approaches to self-care and develop a greater understanding of compassion fatigue and the invaluable benefits of self-care in relation to supporting others.
3. Participants will be introduced to proactive tools that provide 'must know information' and collaborative efforts to establish and strengthen relationships between professionals, families and persons being supported.
4. Participants will learn how the SIVA model reduces power struggles and issues related to compliance and successfully foster a sense of belonging and community with persons being supported. Participants will learn how the SIVA model encourages self-management and healthy empowerment to build resilience and sustainable change.
5. Participants will develop a greater understanding of emergency situations, policy regarding emergency situations, respectful and responsible use of emergency safety interventions and how to convert emergency situations into positive learning experiences.
6. Participants will learn how the SIVA model can be utilized in various settings and work seamlessly with positive behaviour supports, self-regulation, attachment focused programming, community inclusion and inclusive education.





## **Medicine Hat Catholic Board of Education is Hosting**



*(SIVA) Supporting Individuals through Valued Attachments*

**Save the Date: Monday, November 14, 2016 (after Faith Formation)  
from 12:30-3:30pm  
&  
Tuesday, November 15<sup>th</sup> from 8:30am-3:30pm (1/2hr lunch)**

**Location: Holy Family Parish (1451 Strachan Road SE) – Faith Room**

**FEE: \$50.00** – includes Lunch (Tuesday only), workshop materials, and certificate

### **making SAFETY a way OF LIFE...**

We believe that true safety-that is, safety not only for the caregivers and families, but also for the individuals being assisted-is built on communication and the establishment of trusted relationships.

The relationship begins with a proactive safety management evaluation and continues with communication and relationship building techniques that allow caregivers and clients to create a safety strategy together.

### **WHAT makes SIVA DIFFERENT?**

SIVA takes a holistic approach to safety. Rather than focus exclusively on crisis interventions, we believe safety should be continuously and deliberately established and maintained.

Our approach is based on the WISE™ process-Working Interactive Safety Evaluations. Whereas other programs consider what can be done to or for an individual in times of crisis, we train caregivers to work with individuals to proactively identify and de-escalate disruptive behaviour before it reaches a crisis situation.

#### **How to Register:**

- **Contact Tracey at (403) 502-8365**
- **Email: [tracey.hammel@mhcb.ab.ca](mailto:tracey.hammel@mhcb.ab.ca)**

**Registration Ends Monday, November 1st, 2016**

# Level I - Violence Threat and Risk Assessment Training

## **Date**

December 1&2, 2016

## **Time**

Registration begins  
at 8:30am

Session - 9:00 am –  
3:30 pm

## **Audience**

School Administrators,  
Counselling Staff who  
either coordinate or  
participate in the VTRA  
process in school  
settings. Mental Health  
Therapists, Human  
Services, Law  
Enforcement and other  
interested community  
partners.

## **Cost**

\$95 includes lunch

## **Venue**

Medicine Hat School  
Division Office

## **Address**

601 – 1 Avenue SW  
Medicine Hat

The primary purpose of this two-day training is to teach school administrators, counsellors, police officers, and other related partners (community mental health, social services, probation, etc.) the multidisciplinary process of determining if a threat maker actually poses a risk to a target or targets they have threatened. Teams also assess students who already have histories of violence and are concerned about further and/or more serious violence potential. Serious violence is an evolutionary process and most students leave (intentionally or unintentionally) signs and indicators. Teams are trained to become local experts at collecting data that helps to paint a clear picture of how high risk a student may be to carry out an act of violence towards themselves or others and what the appropriate intervention should be based on that data.

### **Presented by:**

**Hugh Lehr**, Associate Superintendent, Medicine Hat Catholic Board of Education

**Cst. David Chow**, School Resource Officer, Medicine Hat Police Service

**Carla Carrier**, Director of Student Services, Medicine Hat School District

**Jackie Sehn**, Director of Student Services, Medicine Hat School District

**Renee Wagner** BSW, RSW, AHS Addictions and Mental Health Services  
PAS Team Leader

To access our registration page please [click here](#).



### **SAPDC**

B313, 1701 – 5<sup>th</sup> Ave S  
Lethbridge, AB  
T1J 0W4  
Ph: 403-381-5580  
Fax: 403-381-5709  
[register@sapdc.ca](mailto:register@sapdc.ca)  
[www.sapdc.ca](http://www.sapdc.ca)

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**@SAPDC\_info**



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Facebook  
**SAPDC info**



- **Parish – School – Family Connections:**

- 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.

- St. Michael’s School October 2<sup>nd</sup> @ St. Patrick’s Parish
- École St. Thomas November 6<sup>th</sup> @ Holy Family Parish
- St. Louis November November 6<sup>th</sup> @ St. Patrick’s Parish
- Monsignor McCoy November 20<sup>th</sup> @ Holy Family Parish
- Notre Dame Academy December 11<sup>th</sup> @ Holy Family Parish
- Mother Teresa School January 22<sup>nd</sup> @ Holy Family Parish
- St. Francis Xavier February 5<sup>th</sup> @ St. Patrick’s Parish
- St. Patrick’s School March 19<sup>th</sup> @ Holy Family Parish
- St. Mary’s School June 11<sup>th</sup> @ Holy Family Parish

- **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.
- FacetoFace Ministries will be in all the elementary and middle schools in October and November. For the past six years FacetoFace Ministries has been facilitating retreats in Catholic Schools across Western Canada. FacetoFace celebrates our faith through music, activities, keynote talks, and prayer. It offers a high-energy retreat that targets each age group perfectly. The School Retreats leave every school enriched and challenged.

- **Bible Liturgy:** All 185 of our grade 4 students gathered in Holy Family Parish today (October 11<sup>th</sup>) to celebrate a Liturgy of the Word and receive Bibles that were purchased through the donations of our Catholic community.

- **Board Retreat: October 18<sup>th</sup> – 8:30 – noon followed by lunch**

**Location – Holy Family**

The Division Leadership Tam has been invited to attend this retreat. Harley Packer will be the speaker. He is a member of St. Ambrose Catholic Church in Coaldale and leads the music ministry for the parish. Harley speaks at parish missions, conferences, retreats and youth events. His presentation is entitled “Coming to your senses: Renew your mind renew your life” and is grounded in Luke’s Gospel of the Prodigal Son.

- **Update on New Curriculum Implementation:**

- Grade 3 & 4 September 2017
- Grade 5 September 2018
- Grade 6 & 7 September 2019
- Grade 8 September 2020