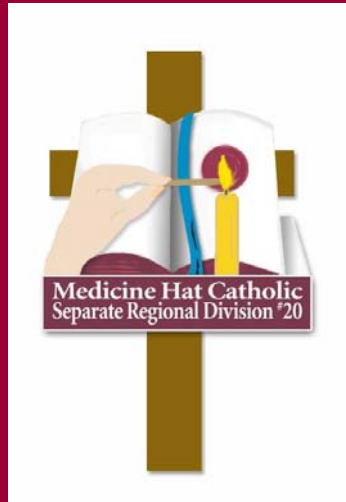


Medicine Hat Catholic Board of Education



PUBLIC AGENDA

Tuesday, June 13, 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: June 13, 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 2016-2017: BLESSINGS FROM GOD</p>		
1.	<p><i>Opening Prayer – Blessing before a Meeting</i> <i>Lord, bless us as we gather today in your name.</i> <i>Send us the guidance of your Spirit to bring us wisdom and understanding.</i> <i>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.</i> <i>Help us to grow in faith so that we may serve you and others in all that we do.</i> <i>We ask this grace through Christ our Lord. Amen.</i></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 May 9, 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 June 13, 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 June 13, 2017 be approved as circulated”.</p>	DM	<i>Encl. 5</i>
5.	<p><i>6:00 Presentations</i> <u>5.1</u> No presentations.</p>	DM/JC	
6.	<p><i>Corporate Communications</i> <u>6.1</u> <i>Alberta Education FAQ's Re: Bill 1-An Act to Reduce School Fees.</i></p>	DM	<i>Encl. 6-13</i>
7.	<p><i>Board Work Plan</i> <u>7.1</u> <i>Board Work Plan 2017 – 2018</i> – The Chair and Senior Administration will revise the Board Work Plan for next year, it will be presented for approval at the September Board Meeting. <u>7.2</u> <i>Board Meetings</i> – No summer Board Meeting is scheduled; unless at the call of the Chair. Note: The next regularly scheduled Board Meeting is September 12, 2017. Note: A Special Board Meeting is scheduled for June 27, 2017 at 6 pm to approve the Budget. <u>7.3</u> <i>Meeting with Bishop</i> - We are awaiting a reply from the Diocese of Calgary if the opportunity exists for the Board to meet with Bishop William McGratten. <u>7.4</u> <i>Retirees 2017</i> – The Board Trustees hosts an annual event, a <i>Retiree Dinner</i>, to acknowledge employees retiring from the Division. The dinner is scheduled for Monday, June 12, 2017. This is an opportunity for the Board to extend a heartfelt thank you to each employee for their years of service and their dedication and commitment in “Showing the Face of Christ to All”. The evening will celebrate and recognize each Retiree. The Board will report on the evening.</p>	DM	<i>Encl. 14</i>

	CONGRATULATIONS to our 2016-2107 RETIREES! <ul style="list-style-type: none"> Wanda Simmons, Joan Kaupp, Greg Martin, Ray Hoger, Catherine Brown, Lois Gagley, Brian Stonehouse, Kym Porter, Annette Fraser, Angela Turner, Ljiljana Kalember, Doug Grimm 		
8.	Monsignor McCoy High School - Modernization <u>8.1</u> Website: www.mccoymodernization.ca The website contains the video interview describing the project as well as the online fundraising campaign. <u>8.2</u> Monsignor McCoy High School Construction - Greg / Joe <u>8.3</u> Fundraising – Della	GM/JC	(Report) 15
9.	St. John Paul II School <u>9.1</u> Planning & Construction – Greg / Joe	GM/JC	(Report) 16
10.	Superintendent of Schools Report – Mr. Joe Colistro <u>10.1</u> Nutrition <u>10.2</u> Division Leadership Team Meetings <u>10.3</u> International Education <u>10.4</u> Meeting with the Bishop <u>10.5</u> International Field Trips (standing item) <u>10.6</u> Communications Reports <u>10.6.1</u> Corporate Communications <u>10.6.2</u> School Communications & Social Media	JC	(Report) 17 - 18 19 - 22 23 - 26
11.	Associate Superintendent Human Resources – Mr. Chuck Hellman <u>11.1</u> Accountability Pillar Survey Results <u>11.2</u> ERIP Application	CH	(Report) 27
12.	Secretary-Treasurer Report – Mr. Greg MacPherson <u>12.1</u> Ministerial Order – New Trustee Position <u>12.2</u> ACSTA Resolutions <u>12.3</u> 2016 – 2017 Third Quarter Update <u>12.4</u> IMR Update <u>12.5</u> Grounds Contract <u>12.6</u> School Resource Officer (SRO) Agreement <u>12.7</u> North Flats Neighborhood Association	GM	Report 28 – 30 31 – 34 35– 36 Handout --- 37 – 38 39 – 41 42 - 49
13.	Associate Superintendent Learning Services – Mr. Hugh Lehr <u>13.1</u> SLA-PAT Update	HL	Report 50 - 51
14.	Director of Early Childhood Services –Mrs. Terri Ball <u>14.1</u> Program Unit Funding (PUF) Report	TB	Report 52
15.	Religious Education Coordinator Report – Mrs. Jill Wilkinson <u>15.1</u> Faith Formation Day September 1, 2017	JW	(Report) 53
16.	COMMITTEE REPORTS (presented by appointed Trustees)	DM	
16.1	Medicine Hat Catholic Schools' Education Foundation – Mrs. Regina Durst		

	16.2	Representative to ACSTA– <i>Mr. Dick Mastel</i> <i>Report: Theodore Case</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> <i>Report ASBA SGM June 5 – 7, 2017</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</u> ATA– <i>Mr. Peter Grad</i> <u>16.7.2</u> 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	Monsignor McCoy Modernization (Adhoc) Committee – <i>Mrs. Regina Durst</i>		
	16.12	School Parish Relations Committee Committee – <i>Mr. Robert Risling</i>		
17.		<i>Closing Prayer</i> <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>	Robert Risling	
18.		<i>Adjournment</i>	Dick Mastel	

NON – ACTION AGENDA

DATE: June 13, 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><i>Interested in being a Catholic School Board Trustee? Municipal Election Day is Mon., Oct. 16, 2017.</i></p> <p>→ Are you passionate about Catholic education; → Do you have ideas for positive change in education; → Does living a life rooted in faith, while informing political decisions excite you? → Do you want to be a leader in your faith community?</p> <p>... Then, consider running for Catholic School Board Trustee and put your name forward. Watch for the School Board Elections Information Packages available soon at the Catholic School Board Office.</p> <p>General Election: October 16, 2017</p> <p>Nomination Day: September 18, 2017</p> <p>https://education.alberta.ca/school-board-elections/elections/</p> <div style="border: 1px solid red; padding: 10px; margin-top: 10px;"> <p>≡ School Board Elections General Info</p> <p>Albertans vote for their school board trustees as part of the general municipal elections.</p> <hr/> <p>As part of the municipal general elections, Albertans vote for their school board trustees. A general election takes place once every four years. The School Board Elections Information Package has important information about general election procedures, forms and regulations for school authorities.</p> </div>	
1.3	<p><u>TAXES – DECLARE YOUR SUPPORT for CATHOLIC SCHOOLS</u> – <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. Thank you for your supporting Catholic Schools.</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.

Bill 1 – An Act to Reduce School Fees: Key Messages for Stakeholders

- By proclaiming Bill 1, *An Act to Reduce School Fees*, the government is making life better and more affordable for Alberta families.
- All students deserve access to a quality education in an Alberta school, regardless of their individual circumstances or their ability to pay school fees.
- Through this legislation, the government is eliminating fees for specific instructional supplies and materials, as well as transportation fees for students who live 2.4 kilometres or more away from their designated school.
- Together, these fees represent more than \$50 million, or approximately 25 per cent of the fees collected by school boards on an annual basis.
- Alberta Education is working with various education stakeholders—including school boards and school councils—to ensure Alberta families benefit from these reductions for the 2017/18 school year.
- This is the first step in reducing the burden of school fees on Alberta's families. The government will continue to engage education stakeholders, including school boards and parents, in achieving additional reductions in future years.

Instructional supplies and materials:

- Through the new *School Fees and Costs Regulation*, parents will no longer be charged fees for: textbooks; workbooks; photocopying and printing; or paper.
- In addition, all remaining fees must meet several criteria, including being clearly expressed in a board's fee schedule, as well as being connected to a specific good or service. Therefore, common or generic fees—often previously referred to, among other titles, as instructional fees, instructional materials, or basic fees—can no longer be charged.
- The removal of these fees will benefit the parents of nearly 600,000 students provincewide.

Transportation fees for eligible students:

- Through the new *School Transportation Regulation*, fees are being eliminated for the following students:
 - Those who reside 2.4 kilometres or more from the designated school they attend for regular or special education programming;
 - Those who have a disability, or disabilities, that prohibit them from using regular transportation services;
 - Those who attend a different school, at their school board's direction, because their neighbourhood school is full; and
 - Noon-hour transportation fees for children attending an Early Childhood Services program, such as kindergarten.
- The removal of these busing fees will benefit the parents of approximately 145,000 students.
- In some circumstances, fees may still be incurred. Such situations include the following:
 - If a student resides less than 2.4 kilometres from their designated school.
 - If parents choose to enrol their child in a school other than their designated school. This includes students attending "schools of choice," such as alternative programs (i.e., sports academies, immersion programs).
 - If the parent or student requests enhanced or optional service, such as pick-up or drop off from a secondary location or, in rural routes, yard service.

Municipal bus passes:

- If a board meets its obligation to provide student transportation through access to municipal transit, they will be required to provide parents of eligible students with—at minimum—a partial rebate or refund.
- If the student falls into one of the following categories, the net cost to the parent may not exceed the difference between the cost of a monthly transit pass and the level of provincial funding provided to the school board for that student:
 - students who reside 2.4 kilometres or more from the designated school they attend for regular or special education programming; and
 - students who attend a different school, at their school board's direction, because their neighbourhood school is full.
- For example, in Calgary provincial transportation funding is \$549 per student. If one school year's worth (10 months) of municipal transit passes costs \$700, the net cost to the parent cannot exceed \$151.
- The remaining cost represents the value-added component of the municipal transit passes; students can use municipal transit outside of school hours, a benefit when compared to yellow bus service.
- School boards will be responsible for having a policy regarding rebates or refunds in place.
- If a student does not qualify based on the above criteria—for example, if they reside less than 2.4 kilometres from their school, or they attend a school or program of choice—a school is not obligated to provide a rebate or refund for municipal transit.

School board requirements

- School boards will be establishing, maintaining and implementing a series of policies respecting school fees.
- Included are policies which address consultation with parents, and the circumstances through which a fee may be waived or refunded. In addition, school boards will be posting their fees on their schools' website to ensure transparency.
- In addition, to ensure the overall fee burden on Alberta families is being reduced, any school board fees increasing of more than five per cent over the previous school year will require the approval of the Minister of Education. The only fee increases exempt from this requirement are fees for field trips and international travel.
- School boards will be required to submit their fee policies and schedules to the Minister on an annual basis.

Funding:

- Budget 2017 provides \$54 million in funding, in the 2017/18 school year, to reduce school fees.
- This funding will help offset the revenue loss projected as a result of Bill 1, and will help ensure that boards can maintain current educational programming without increasing other still-permitted school fees.
- Funding allocation to boards will be based on fee revenues as reported by boards in the Basic Instruction Fee category of their 2015/16 financial statements.
- The allocation uses 2015/16 data due to several boards having suspended fees in this category for the 2016/17 school year.
- While the decision on the allocation method for 2017/18 has been determined, it will be revisited for the 2018/19 school year.

Other school fees (i.e. lunch supervision, technology fees, etc.):

- These legislative changes provide the Minister with increased authority over all school board fee types related to publicly funded education programming.
- The current focus is on eliminating fees, as of the 2017/18 school year, for specific instructional supplies and materials, and for the transportation of eligible students.
- Beyond 2017/18, the government will continue to evaluate the effectiveness of the new school fees regulation, and will consider amendments to address other fees for future school years.
- The government will continue to work with various stakeholders, including school boards and parents, throughout the process.

Bill 1 – An Act to Reduce School Fees: Frequently Asked Questions

General:

1. Where can I find the new *School Fees and Costs Regulation* and the new *School Transportation Regulation*?

- The regulations are available at <https://education.alberta.ca/bill-1-an-act-to-reduce-school-fees/>.

2. What fees are being eliminated?

- For the 2017/18 school year, the following fees are being eliminated:
 - textbook fees;
 - workbook fees;
 - printing and photocopying fees;
 - paper fees;
 - fees not clearly expressed in a fee [schedule](#), nor connected to a specific good or service (i.e., fees previously referred to as instructional fees, instructional materials fees, or basic fees); and
 - fees for the transportation of the following eligible students:
 - those residing 2.4 kilometres or more from the designated school the attend for regular or special education programming;
 - those who have a disability, or disabilities, that prohibit them from using regular transportation services;
 - those who attend a different school, which is 2.4 kilometres or more from their residence, because their neighbourhood school is full;
 - children attending an Early Childhood Services program, such as kindergarten, for noon-hour transportation.

3. When will school fee reductions be implemented?

- The reductions will be implemented for the 2017/18 school year.

4. What fees can continue to be charged?

- For at least the 2017/18 school year, fees other than those listed above are not being eliminated. Therefore, school boards will be able to continue charging such fees, if they so choose.
- In some circumstances, transportation fees may still be incurred. Such situations include the following:
 - If a student resides less than 2.4 kilometres from their designated school.
 - If parents choose to enrol their child in a school other than their designated school. This includes students attending “schools of choice,” such as alternative programs (i.e., sports academies, immersion programs.)
 - If the parent or student requests enhanced or optional service, such as pick-up or drop off from a secondary location or, in rural routes, yard service.
- To ensure other fees are not being increased excessively, any fees increasing by more than five per cent over the previous year will need to be approved by the Minister of Education. The only fees exempt from this requirement are fees for field trips and international travel.
- The regulations will provide Minister with the authority to further regulate other fees in the future.

5. Why is transportation eligibility set at 2.4 kilometres?

- This distance criteria has been long-established in the *School Act*, as well as through the former *Student Transportation Regulation* and the newly established *School Transportation Regulation*.
- This criteria is used to determine whether a board is responsible for providing transportation for the student or whether it is the parents' responsibility. For students who are less than 2.4 kilometres, parents are responsible for determining how to get their child(ren) to school.
- The government recognizes that this criteria is the subject of much public debate.
- Moving forward, the government will engage stakeholders—including parents—in discussions regarding the suitability of this distance criteria.

6. Can school boards still direct students to municipal transportation? If so, will fees still be charged?

- If the student falls into one of the following categories, the net cost to the parent may not exceed the difference between the cost of a monthly transit pass and the level of provincial funding provided to the school board for that student:
 - students who reside 2.4 kilometres or more from the designated school they attend for regular or special education programming; and
 - students who attend a different school, at their school board's direction, because their neighbourhood school is full.
- For example, in Calgary provincial transportation funding is \$549 per student. If one school year's worth (10 months) of municipal transit passes costs \$700, the net cost to the parent cannot exceed \$151.
- The remaining cost represents the value-added component of the municipal transit passes; students can use municipal transit outside of school hours, a benefit when compared to yellow bus service.
- School boards will be responsible for having a policy regarding rebates or refunds in place.
- If a student does not qualify based on the above criteria—for example, if they reside less than 2.4 kilometres from their school, or they attend a school or program of choice—a school board is not obligated to provide a rebate or refund for municipal transit.

7. How is this fee reduction being funded?

- Budget 2017 provides \$54 million in funding, in the 2017/18 school year, to reduce school fees.
- This funding will help ensure that boards can maintain current educational programming without excessively increasing other still-permitted school fees.
- Funding allocation to boards will be based on fee revenues as reported by boards in the Basic Instruction Fee category of their 2015/16 financial statements.
- The allocation uses 2015/16 data due to several boards having suspended fees in this category for the 2016/17 school year.
- While the decision on the allocation method for 2017/18 has been determined, it will be revisited for the 2018/19 school year?

8. What is a designated school?

- All students have a designated school that is determined by the attendance area set by the resident school board.
- Designated schools offer regular programming and are not schools of choice.
- Designated schools are usually, but not always, the closest school that offers regular programming to the residence of the student.

9. What is classified as a “school of choice” or “program of choice”?

- Schools or programs of choice are schools that are chosen because of a particular program being offered. Some examples include, language or cultural immersion programs, sports or club academies, faith-based schools (offered by a non-Catholic jurisdiction), art or science schools, traditional learning centres, international baccalaureate programs and alternative programs.

10. Why are language immersion schools classified as schools of choice? Isn't this different than previous practice?

- Immersion programming is one area where provincial policy has, to date, not fully aligned with some school board practices.
- While the Government defines immersion programming as a program or school of choice, school boards have, over years, moved away from this view.
- Therefore, through Bill 1, language immersion programs are not categorized as designated schools. As such, school boards may charge fees for transportation to and from these programs.

11. Are charter school authorities impacted by this legislation? Why or why not?

- As per the *School Fees and Costs Regulation* and the *School Transportation Regulation*, charter schools will not be restricted in the fees they can charge.
- However, charter school authorities will be required to submit their fee policies and schedules to the Minister of Education.

12. Are private school authorities impacted by this legislation? Why or why not?

- No. Private schools are considered schools of choice, with parents and students opting to send their children to these schools for specialized programming.

For Parents:

13. How much can parents expect to save?

- The amount parents will save will vary.
- To date, the fees charged to parents have varied between school boards—and, from school to school.
- For example, the *School Transportation Regulation* prohibits fees for the transportation of students who attend their designated school, for regular or special education programs, and live 2.4 kilometres or more away from that school. Not all schools/school boards charged fees in this instance, so not all parents will be impacted by this specific reduction.
- Specific fee rates for the 2017/18 school year will be directly available from schools' websites in August.

14. Where can parents find out how much they will be charged for school fees in the 2017/18 school year?

- By August, each school (board) will have received Government approval for its reviewed school fee policies and fee schedules.
- Schools (boards) will then publish these policies and fee schedules on their respective websites.
- Further questions about specific fees charged by a school should be directed to the school or school board.

15. Will parents still be charged for fees such as lunch-hour supervision fees, technology fees, and field trips?

- Yes, for at least the 2017/18 school year, fees other than those listed above are not being eliminated. Therefore, school boards will be able to continue charging such fees, if they so choose.
- To ensure other fees are not being increased excessively, any fees increasing by more than five per cent over the previous year will need to be approved by the Minister of Education. The only fees exempt from this requirement are fees for field trips and international travel.
- The *School Fees and Costs Regulation* will provide Minister with the authority to further regulate other fees in the future.

16. As a result of these reductions, should students/parents expect to see reductions to educational programs?

- No. For the 2017/18 school year, school boards are being provided with funding to help offset revenue that will be lost as a result of Bill 1.
- This offsetting funding will help ensure that 2017/18 programming is, at minimum, maintained at previous levels.
- Decisions are forthcoming for school fee-related funding beyond 2017/18. That being said, the government is committed to working with school boards to ensure programming is maintained on a go-forward basis.

17. As a result of these reductions, should any other fees be expected to increase?

- The Minister, and the department, will be working with school boards across the province to minimize any potential increases.
- School boards are being provided with funding to help offset revenue that will be lost as a result of these legislative changes.
- This offsetting funding will help ensure that school boards do not need to increase other fees to offset this specific lost revenue. However, fees can increase for a number of other reasons that are not in the school's control; for example, municipal transit pass increases or increased costs from suppliers of particular products, such as agenda books.
- As per the *School Fees and Costs Regulation*, school boards will be required to submit their fee schedules to the Minister of Education for review. Increases to fees on the [schedule](#) should have an explanation provided under the "variance" column.
- In addition, if a board plans to increase a specific fee by more than five per cent from the previous year, approval will be required by the Minister of Education. The only fees exempt from this requirement are fees for field trips and international travel.

18. How will parents, and others, know that these reductions are actually being realized?

- The *School Fees and Costs Regulation* will include several accountability measures, including the establishment and submission of fee policies and fee schedules to the Minister of Education.
- The department will monitor the school fees collected by school boards across the province to ensure that the anticipated reductions are being realized.
- Should concerns arise, they may be addressed through future amended versions of the School Fees Regulation.
- In addition, the new Regulation will include a requirement for school boards to refund parents should a fee be levied that was not part of their reviewed fee schedule.

19. How is the purchase of bulk school supplies, by a school on behalf of parents, impacted?

- The purchase of general school supplies remains the responsibility of parents and is not impacted by these legislative changes.
- If boards are performing this bulk purchasing service for parents and charging a fee, they may continue to do so on a cost-recovery basis and must clearly communicate with parents what they are receiving for this service.
- This fee must be included on their reviewed fee schedule.

For school boards and administrators:

20. Why do most fee increases over five per cent require approval by the Minister of Education?

- The government is committed to reducing the burden of school fees of Alberta families.
- As such, Ministerial approval will ensure that schools (boards) that do need to increase certain fees demonstrate the need for such increases in a clear transparent manner.

21. Will school boards be permitted to increase fees by more than five per cent?

- Such increases may be permitted at the Minister's discretion.
- In the event a board requests an increase of more than five per cent to a particular fee, the board must provide justification of the increase. Increases to fees on the [schedule](#) should have an explanation provided under the "variance" column.
- For example, if an agenda book fee increase by seven per cent—due to an equivalent cost increase from the supplier—the board should submit such justification to the Minister.
- The only fees exempt from this requirement are fees for field trips and international travel.

22. If school board fees and policies are reviewed and approved, as necessary, before the school year, what happens if a new fee emerges during the school year? Will that be permissible?

- As per the regulations, school boards will be required to submit their policies and fee schedules to the Minister for review and approval, as necessary, by June 30, 2017, and by May 31 each year thereafter.
- The department recognizes that, on occasion, school boards may need to have an emerging fee reviewed and/or approved outside of the established review period. Should this occur, the school board should contact the department.

MEDICINE HAT CATHOLIC BOARD OF EDUCATION – BOARD WORK PLAN 2016 – 2017 (Approved Sept 13, 2016)

SEPTEMBER 2016	OCTOBER 2016	NOVEMBER 2016	DECEMBER 2016	JANUARY 2017	FEBRUARY 2017	MARCH 2017	APRIL 2017	MAY 2017	JUNE 2017	JULY 2017	AUGUST 2017
<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 Sept 2016</p> <p>ASBA and ACSTA Awards Review</p> <p>Faith Formation Day All Division Staff-PD Sept 2, 2016</p> <p>Employee Recognition Program presentations at the Faith Formation Day</p> <p>Meeting with Parish Priests, Trustees & Senior Admin Date TBA</p>	<p>Policy 17 – By October 15 school councils provide Financial Statements</p> <p>Bishop’s Dinner Thursday, October 20, 2016 Calgary, AB</p> <p>Board Organizational Meeting Special Board Meeting Oct 11, 2016</p> <p>Begin Boundary Review (defined for February student registration) BOARD MOTION (APPROVAL)</p> <p>Policy 7 - Annual Board Self-Evaluation BOARD MOTION (APPROVAL)</p> <p>Policy 2 – Superintendent Evaluation BOARD MOTION (APPROVAL)</p> <p>Board & DLT RETREAT October 18, 2016 9 – noon</p> <p>MLA MEETINGS Fall or Spring</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) ↓ Audited Financial Statement and Management Letter - In Camera and Audited Financial Statement due to AB ED by Nov 30 BOARD MOTION (APPROVAL) ↓ Fall BUDGET Revision BOARD MOTION (APPROVAL) ↓ Special Board Meeting Nov. 2016 (AERR, Audited Financial Statement & Fall Budget Approval)</p> <p>Policy 7 –inform the Board of the Honorarium</p> <p>Achievement Exam Review</p> <p>ACSTA Facilities and Covenant Review</p> <p>MHCBE Staff Social Event November 14, 2016</p> <p>ACSTA AGM November 18-20, 2016 ASBA AGM November 20 – 22, 2016</p>	<p>Quarterly Finance Report (presented for information, no Board Motion)</p> <p>IMR Project Approval BOARD MOTION (APPROVAL)</p>	<p>AP500 BUDGET Review</p> <p>Board Policy Review</p> <p>AP 505 – Begin Review of School Fees, to be approved by the Board by March 31 BOARD MOTION (APPROVAL)</p>	<p>Gradual Retirement Plan 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>School Calendar approved by March 31 BOARD MOTION (APPROVAL)</p> <p>Preliminary Staffing/Student Enrolment Projections</p> <p>ASBA Edwin Parr Nominations begin March 01 Nominations close March 30</p> <p>MLA MEETINGS Spring of Fall</p>	<p>ERIP – Early Retirement Incentive Plan 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 27 -30, 2017 Kananaskis</p> <p>BLUEPRINTS Conference May 2 – 5, 2017 Kananaskis</p>	<p>Special Board Meeting May 2017 for Budget Approval BUDGET due to AB ED May 31 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</p> <p>Meeting with Bishop in Calgary (May or June)</p>	<p>Staffing Report to the Board</p> <p>ASBA Spring Conference June 5 – 6, 2017</p> <p>Retiree Recognition Dinner June 12, 2017</p> <p>Meeting with Bishop in Calgary (May or June)</p>		
<div>Facility Planning / Boundary Review / Board Policy Review</div>											

IMPORTANT Yearly REMINDERS

1. Back to School BBQ’s

2. School Christmas Concerts

3. Fine Arts Productions

4. World Teacher’s Day Oct 5, 2016

5. Bishop’s Dinner Oct 20, 2016

6. Catholic Education Sunday Nov 6, 2016

7. Education Week May 1 – 5, 2017

8. World Catholic Education Day May 25, 2017

9. Monsignor McCoy Grad May 17 – 19, 2017

* May 17, 2017 Rehearsal

* May 18, 2017 Mass & Ceremony

* May 19, 2017 Banquet

10. Foundation Golf Tourney June 9, 2017

Modernization of Monsignor McCoy – Standing Item

Board Report June 13, 2017 Public Meeting

1. Monsignor McCoy Modernization Update

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

Recommendation: Receive as information.

Attachment: Attached

St. John Paul II School Construction – Standing Item
Board Report June 13, 2017 Public Meeting

1. St. John Paul II School Update

Senior Administration will provide an update on the construction of St. John Paul II School.

Recommendation –None

Attachment: None

**Superintendent's Report
Board meeting
June 13th, 2017**

1. Nutrition

14 school boards participated in the Nutrition pilot for the 2016/17 school year, each receiving \$250,000 in grant funding. These boards will continue to receive \$250,000 for the 2017/18 school year, while the remaining 46 school authorities will each receive \$141,000 in grant funding to implement the program.

Funds are provided to **establish or enhance existing nutrition programs** and will be targeted for the provision of nutritional meals, including costs associated with ordering, preparation and delivery.

Requirements of the SNP:

- Choose a K-6 school within your authority that you feel would most benefit from the SNP. Provide a rationale in the planning template as to why you chose the school.
- The program offering must be one full meal (breakfast or lunch) that aligns with the Alberta Nutritional Guidelines for Children and Youth (ANGCY).
- The meal must be universally available to all students in the selected K-6 school.
- You can choose to enhance an already existing program or start a new program.
- You may support more than one school if your budget allows.
- Grant money is to be used for the preparation, delivery and storage of food.
- Grant money may not be used for infrastructure such as commercial kitchen or other food handling facilities, or to hire a teacher, or to supplement central office staff salaries.

In September of 2017 we are hoping to begin by enhancing the existing nutrition program at St. Louis School. We plan to engage and potentially involve our High School Culinary Arts Program; implement the use of Grow Towers for producing vegetables and develop partnerships with local providers of goods & services & other educational and health institutions in delivering the nutrition program.

Our intention would be to use surplus funds to introduce a program at one or more additional elementary schools. We submitted a detailed project proposal and financial plan on May 26, 2017.

2. DLT Meetings 2017-2018

A DLT meeting schedule has been developed for the 2017-2018 school year that includes:

- An August DLT meeting on August 30th
- DLT meetings once a month.
- DLT Professional Development once a month.
 - Professional Development will have 2 components
 - Faith Formation
 - Current topics in Education

Recommendation: Receive as Information

3. International Education

Yokohama Hayato School from Japan will be sending two students to Monsignor McCoy on a three month international program that will run from October 2nd to December 30th. We have developed the following documents as we slowly enter the world of international education.

- MHCBE International Education fee schedule
- International student checklist
- International student application
- Acceptance letters
- Custodianship application
- Insurance policy
- Homestay student application
- Homestay family application

Our International Education documents will be added to our Division website in the near future.

Recommendation: Receive as Information

4. Meeting with the Bishop

On June 14th the Superintendents in Southern Alberta will have the opportunity to meet with Bishop McGrattan the Bishop of Calgary. The Superintendents are excited about this initial meeting and the opportunity to become more familiar with our new Bishop. As the meeting with the Bishop is after the June 13th I will take the opportunity at our next scheduled meeting to report back.

Recommendation: Receive as Information

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



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

a. Sesquicentennial – 150th Anniversary of Canada’s Confederation (A Year Long Celebration)

- **May 30, 2017** – **MHCBE Canada 150 Celebration Day is Tuesday, May 30th, it is the 150th day of the Year.**



MHCBE CELEBRATES BIG! – As part of our Year Long Celebration, MH Catholic Schools celebrate Canada 150 in a Division-Wide event on May 30th, the 150th day of the calendar year!

A division-wide event takes significant PLANNING & PREPARATION, meticulous COMMUNICATION and a COMMITMENT to ENGAGEMENT and participation...we did it!

Not only did we celebrate Canada 150, but Schools thoughtfully adopted the events, the displays and the activities as teachable moments to celebrate Canada and learn about Canadian history.

The events of the day, highlighted in the *MHCBE Canada 150 video-mash up* of Photos & Videos, truly represent the Heart & Spirit of our Catholic schools.

Congratulations & Thank You to all those involved in the day. Our video will stand the test of time and will be repurposed for use as a promotional product and a historical reference. Thank you to Derrian for her exceptional work on the video!

We did get some good media coverage from the MH News & CHAT of the events, combined with our own coverage that lit up social media, tells us we are doing something so right!

Why did MHCBE celebrate on May 30th? MHCBE chose to celebrate Canada 150 on May 30th as it was the 150th day of the calendar year; it was a perfect opportunity. As there are no designated days for Canada 150 celebrations, it truly is a yearlong celebration for Canadians!

OUR CANADA 150 MESSAGE: “As part of our year-long celebration, MH Catholic Schools celebrated Canada 150 in a division-wide event on May 30th, the 150th day of the calendar year”.

2. CONNECTING WITH OUR COMMUNITY Print Media, Web & Social:

- a. **Supporting Special Olympics Summer Games Athletes** – In partnership with the City of Medicine Hat and as a community partner of the Summer Games Committee, we received a FREE ad copy in the upcoming 2017 Special Olympics Alberta Games publication.



Proudly Supporting Athletes

We are proud to be a sponsor and a community partner of the 2017 Special Olympics Alberta Summer Games. A giving spirit will be alive and well in our school community. We support the athletes and wish them success in their sport. May they be blessed as they develop new friendships and build on relationships that will last a lifetime.

Congratulations 2017 Special Olympics Alberta Summer Games Governing Committee on your commitment and dedication in bringing the Games to our fine city!

Good luck athletes!

Medicine Hat Catholic Board of Education
"Showing the Face of Christ to All"
www.mhcbe.ab.ca 403-527-2292

Facebook Twitter Instagram YouTube

- b. **Zooming In Publication** – We will review the annual publication including a review of the intended audience and the purpose and value of the publication. We will request information and photos from the school in June. Background: Starting in 2002, the 2017-2018 edition of Zooming In will be the Division's **15th** annual publication.



- c. **2017 Grad & Valedictorian Feature Congratulations** – MH News publishes a Grad Insert dedicated to the Valedictorians and Graduates of local high schools in the area. This is a significant feature for the MH News. MHCBE sponsored an ad in this feature. Our ad will ideally be placed on the Monsignor McCoy High School page. The publication publish date is June 9, 2017.



3. EMPLOYEE RELATIONS – Employee Recognition Program (AP 414)

- a. **Faith Formation Day – On Friday, September 1, 2017** at the Faith Formation Day, in the afternoon, we will recognize ***Employees New to the Division*** and ***Years of Service Recognition*** at 5 year increments.

• **New Staff Recognition - (From Sept 2016 to Sept 2017)**

- New Employees will be recognized by the Board of Trustees at the Faith Formation Day. **(If they started after Sept 2, 2016 up to and including Sept 1, 2017)**; Employees will receive a personal invitation to the event to receive their recognition.

• **Years of Service Recognition - (5 year increments)**

- Employees who are celebrating their anniversary start date at a 5 year increment (5, 10, 15, 20, 25, 30, and 35) will be recognized. **Their start date will be one of the following years: 2012, 2007, 2002, 1997, 1992, 1987 and 1982.** Employees will receive a personal invitation to the event to receive their recognition.

MHCBEmoving 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

656 to **702** "likes" on our **Facebook Page**
496 to **501** followers on **Twitter**
145 to **151** followers on **Instagram**

What Happened in May?!

- Education Week (May 1-5)
- Mental Health Week (May 1-7)
- Bus Driver Appreciation Day (May 1)
- Hat's on for Mental Health Day (May 3)
- Spring Sing (May 8)
- Mother's Day (May 14)
- Monsignor McCoy Graduation (May 18)
- Fine Arts Week (May 23-26)
- World Catholic Education Day (May 25)
- MHCBE Celebrates Canada 150 (May 30)

It's almost summer time!

- Canada 150 Celebration Review
- Summer Projects Review



École St. Thomas d'Aquin



St. Francis Xavier School



St. Mary's School



Central office



Notre Dame Academy



Mother Teresa School



St. Michael's School

St. Louis School



St. Patrick's School





Medicine Hat Catholic Board of Education was live.

May 8 at 1:35pm · 🌐

MHCBE's 9th Annual Spring Sing! 🌸

The beautiful sound of 250 Catholic Elementary students coming together in song! ❤️🎵



3,714 people reached

Boost Post

1.5K Views

Like Comment Share

Janis Funk Booker, Cheryl Seyfert and 55 others

Top Comments

26 shares



Medicine Hat Catholic Board of Education

23 hrs · 🌐

It is officially GRAD WEEK! Congratulations to our Monsignor McCoy High School Graduating Class of 2017 🎓🎉

Click the link for Wednesday, Thursday & Friday's schedule.



Grad Week Schedule



Medicine Hat Catholic Board of Education

May 2 at 11:12am · 🌐

Parents & guardians! We need your help...

We are asking you to take a few minutes to complete our online Catholic Education Survey. The questions focus on how Catholic faith and values are being reflected in our schools through Curriculum, Celebrations and Relationships. Any and all feedback is greatly appreciated!

Survey passwords are included in each school's May newsletter (each school has a different password).



Medicine Hat Catholic Board of Education

21 hrs · 🌐

Sign up for this year's Catholic Education Foundation Golf Tournament and support your local Catholic schools! Proceeds from the tournament support our students in so many ways... scholarships, breakfast programs, service project funding, conferences including: WE Day, S.P.I.C.E... and much more!

Register here: <http://www.mhcbe.ab.ca/view.php...>



15th Annual Golf Tournament Registration

Medicine Hat Catholic Schools' Education Foundation 15th Annual Golf Tournament Friday, June 9th, 2017 With the golf season fast approaching, we are pleased to announce exciting plans for the Education Foundation 15th...



Medicine Hat Catholic Board of Education

Yesterday at 12:23pm · 🌐

Ready for some serious goosebumps?!

St. Mary's School 7, 8 & 9 choir singing Hallelujah 🙌



4,382 people reached

Boost Post

1.6K Views

Like Comment Share

LeeAnn McDonnell, Norah Husband and 54 others

Top Comments

32 shares

Page 25 of 54



Medicine Hat Catholic Board of Education

May 12 at 9:49am · 🌐

May is Mental Health Awareness Month. We believe employee health is just as important as student health. Let's make sure we are all practicing self-care today, and everyday! Check out ASEBP's mental & physical health wellness tips!



Medicine Hat Catholic Board of Education added 11 new photos — at 📍 Robertson Memorial Legion.

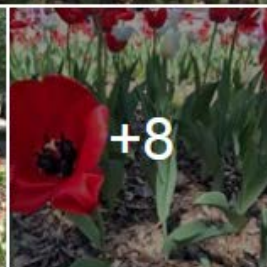
May 11 at 2:58pm · Medicine Hat · 🌐

Spring is in the air! 🌸 Mr. Young's grade 5/6 class from Mother Teresa School attended Part 2 of the Tulip Planting and Blooming Ceremony celebrating Canada's Sesquicentennial!

Back in the fall, this class had the privilege of planting the tulip bulbs and 7 months later they got to see them in full bloom ❤️

Fun Fact: Robertson Memorial Park was one of 150 gardens in Canada to be chosen for this honour.

City of Medicine Hat



Medicine Hat Catholic Board of Education

May 9 at 12:26pm · 🌐

Looking for information about your child's PAT or Diploma Exam? Look no further! 📖

Please see Grade 6 Math Update



PAT & Diploma Exam Info

Provincial Achievement Tests (PATs) are administered to students in grades 6 and 9. The purpose of the Provincial Achievement Testing program is to: Determine if students are learning what they are expected to learn. Report to Albertans how well

MHCBE.AB.CA



Medicine Hat Catholic Board of Education

Yesterday at 12:03pm · 🌐

Medicine Hat News: Congratulations to all of the Athletes acknowledged and awarded last night at the Monsignor McCoy High School Annual Athletic Awards Banquet 🏆



Multi-sport athletes pick up top awards at McCoy > Medicine Hat News

Colts Jace Anton and Sierra Zukowski were named winners of the Brad Jackie Memorial at the high school's athletics awards banquet Tuesday at Medicine Hat...

MEDICINEHATNEWS.COM



Medicine Hat Catholic Board of Education

Published by Hootsuite [?] · May 14 at 9:01am · 🌐

Happy Mother's Day to all of the wonderful moms out there! We appreciate you and everything you do.

MOMS.
NOT ALL
SUPERHEROES
WEAR
CAPES.

**Associate Superintendent Human Resources
Board Meeting, June 13, 2017**

1. Accountability Pillar Survey Results

As part of the Accountability Pillar, Alberta Education surveys teachers, students and their parents. The survey data helps to gather information on the quality of education provided by school authorities and their schools. Teachers and students complete surveys online. Parents get a survey by mail. In public, separate and francophone schools, all teachers, grade 4, 7 and 10 students and their parents are surveyed.

- Please note that in small schools (fewer than 120 students in grades 4-12) the survey includes students in grades 4 and above and their parents

The survey result have been reported as of May, 2017. A report for each school will be presented to the board for information.

Action: Information

Recommendation: N/A

Attachment – report to be made available at the meeting

2. ERIP Application

Article 14.3 d of the collective agreement states, “Notwithstanding the above, the Employer reserves the right to allow any teacher to participate in the plan regardless of failure of the teacher to meet eligibility requirements.” Based on this clause, the board has receive another ERIP application.

Recommendation: That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Early Retirement Incentive Plan application, in accordance with Article 14 of the ATA Collective Agreement for Employee # 10165 in the amount of \$20 000 for June 30, 2017.

Secretary Treasurer
Board Report June 13, 2017 Public Meeting

1. Ministerial Order – New Trustee Position

The Minister has approved the Board's request for the 5th trustee position as well as the change to the jurisdiction name and the retention of the corporate name.

The 5th trustee will be in effect for the October 16, 2017 School Board Elections.

MHCBE will also revert back to being a School District as opposed to being a Regional Division. This is from the withdrawal of the Bow Island Roman Catholic Separate School District No. 82. The Medicine Hat Roman Catholic Separate School District No. 21 is 're-established' effective September 1, 2017 to encompass the geographic boundary and all the assets and liabilities.

As well, the Minister has immediately approved that The Medicine Hat Catholic Board of Education will be retained as the corporate name.

Besides going back to having a 5th trustee, there should not be any significant change to the operations of the School District. Some of the policies, specifically policy 7 will be amended to account for these impacts.

Recommendation: None – for information

Attachment: Ministerial Order #034/2017

2. ACSTA Resolutions

Reminder to trustees that any provincial issues for consideration be ACSTA need to be submitted by September 19, 2017.

Recommendation: Board Direction

Attachment: Email from ACSTA

3. 2016-17 Third Quarter Update

As per the Board work plan and policy the third quarter financial update shall be presented

Recommendation: For information

Attachment: To be distributed

4. IMR Update

There have been up updated for the IMR pan for the 2016-17 fiscal year

1. At Monsignor McCoy, up to \$11,000 between IMR and Monsignor McCoy SGF may be needed to expand the number of badminton courts from three to six. This would be for posts and extra linage. As well, this is for the logo and signage to be placed on the floor for school identification. There is a desire for certain staining for ascetics on the floor which were outside the terms of the contract. The details on the exact contributions will be determined between the Secretary Treasurer and the school principal.
2. Mother Teresa School – up to \$20,000 needed for additional costs due to increased cement costs for the replacement of certain sidewalks and expansion for barrier free access.
3. Door at St. Michaels School – up to \$2000 for certain modifications (knock out cinder block) needed at the school to recreate access to a room.

The funds are available in the unused IMR and there are some natural savings in certain other projects.

Recommendation: That the Board of Trustees for the Medicine Hat Catholic Board of Education approve an increase to the IMR budget up to \$23,000 for the projects above and for up to \$4000 from the Monsignor McCoy School Generated Funds for Gym Floor logos and lettering.

Attachment: None

5. Grounds Contract

The grounds contract with SD76 has been signed for the year. This is January to December 2017. It is available for your review.

Recommendation: Information

Attachment: 2017 Grounds Contract

6. School Resource Officer ('SRO') Agreement

The SRO agreement with Medicine Hat Police Services has been signed for the upcoming school year.

Recommendation: Information

Attachment: 2017-18 SRO Agreement

7. North Flats Neighbourhood Association

St. Louis School will continue to be used for the North Flats Neighbourhood Association Summer program. A copy of the agreement is attached for information.

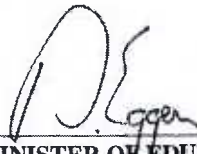
Recommendation: None

Attachment: 2017 North Flats Neighbourhood Association Summer Program agreement.

GOVERNMENT OF ALBERTA
DEPARTMENT OF EDUCATION
MINISTERIAL ORDER (# 1034 / 2017)

I, David Eggen, Minister of Education, pursuant to Sections 232(1)(e), 247(3), and 262 of the **School Act**, make the Order in the attached Appendix, being The Reversal of the Regionalization of Medicine Hat Catholic Separate Regional Division No. 20 and Electoral Ward Order.

DATED at Edmonton, Alberta, May 15, 2017.



MINISTER OF EDUCATION

APPENDIX

MINISTERIAL ORDER (# 034 / 2017)

SCHOOL ACT

The Reversal of the Regionalization of The Medicine Hat Catholic Separate Regional Division No. 20 and Electoral Ward Order

WHEREAS under Ministerial Order No. 086/94, The Medicine Hat Catholic Separate Regional Division No. 20 (the "Regional Division") was established consisting of The Medicine Hat Roman Catholic Separate School District No. 21 and The Bow Island Roman Catholic Separate School District No. 82.

AND WHEREAS the electors of The Bow Island Ward of the Regional Division voted in favour of withdrawing from the Regional Division and entering into negotiations with another regional division in accordance with Section 231 of the **School Act** as a result of a plebiscite held during the general election of October 21, 2013.

AND WHEREAS upon the execution of an agreement between the ward representatives of The Bow Island Ward and The Board of Trustees of The Holy Spirit Roman Catholic Regional Division No. 4, Ministerial Order No. 012/2014 took all the land in The Bow Island Ward out of the Regional Division and added said land to The Holy Spirit Roman Catholic Regional Division No. 4.

AND WHEREAS upon the removal of The Bow Island Ward from the Regional Division, the Regional Division was left with one ward, The Medicine Hat Roman Catholic Separate School District Ward, which made up The Medicine Hat Roman Catholic Separate School District No. 21 prior to regionalization.

AND WHEREAS Section 232(1)(e) of the **School Act** authorizes the Minister to deal with any other matter respecting or resulting from the addition of a ward to a different regional division.

- 1 Pursuant to Section 232(1)(e) of the **School Act**, Ministerial Order No. 086/94 being The Medicine Hat Catholic Separate Regional Division No. 20 Establishment Order, dated August 9, 1994, is hereby repealed by this Order and the Regional Division is dissolved.
- 2 Pursuant to Section 232(1)(e) of the **School Act**, the board and the geographic territory of the Regional Division is re-established as the board and geographic territory of The Medicine Hat Roman Catholic Separate School District No. 21 (the "School District").

APPENDIX

MINISTERIAL ORDER (# 034 / 2017)

- 3 All assets and liabilities of the board of the Regional Division are hereby transferred to the board of the School District.
- 4 The board of the School District shall retain the corporate name of The Medicine Hat Catholic Board of Education, as was approved for the Regional Division in Ministerial Order 170/94.
- 5 Pursuant to Section 247(3) of the **School Act**, and at the request of the School District in Bylaw No. 2017/01, the number of trustees to be elected to the board shall be increased from four (4) to five (5).
- 6 Bylaw No. 2017/01, passed February 14, 2017, being a bylaw to provide for the nomination and election of trustees, is hereby approved.
- 7 The nomination and election of trustees shall be by wards as follows:
 - (a) Five (5) trustees shall be elected at large from Ward 1.
- 8 The boundaries of the ward referred to in Section 7 are described as follows:
 - (a) Ward 1 (The Medicine Hat Roman Catholic Separate School District No. 21 Ward) shall be comprised of the following lands:

Township 11, Range 4, West of the 4th Meridian
Sections 29 to 32 inclusive.

Township 11, Range 5, West of the 4th Meridian
Sections 25 to 36 inclusive.

Township 11, Range 6, West of the 4th Meridian
Sections 25 and 26; Sections 31 to 36 inclusive; East half of Section 27;
Northwest quarter of Section 30.

Township 12, Range 4, West of the 4th Meridian
Sections 5 to 8 inclusive; Sections 17 to 21 inclusive; Sections 28 to 33 inclusive.

Township 12, Range 5, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 12, Range 6, West of the 4th Meridian
Sections 1 to 36 inclusive.

APPENDIX

MINISTERIAL ORDER (#0 3 4 / 2017)

Township 13, Range 4, West of the 4th Meridian

Sections 5 to 8 inclusive; Sections 17 to 20 inclusive; Sections 30 and 31.

Township 13, Range 5, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 13, Range 6, West of the 4th Meridian

Sections 1 to 30 inclusive; Sections 33 to 36 inclusive.

Township 14, Range 5, West of the 4th Meridian

Sections 3 to 9 inclusive; Sections 15 to 18 inclusive; Those portions of Sections 2, 10, 13 and 14 lying North and West of The South Saskatchewan River.

Township 14, Range 6, West of the 4th Meridian

Sections 1 to 4 inclusive; Sections 9 to 16 inclusive.

- 9 Sections 1 through 4 of this Order shall come into effect on September 1, 2017.
- 10 Sections 5 through 8 of this Order shall be in effect for the general election to be held in October 2017.

Greg MacPherson

From: Alberta Catholic School Trustees' Association <admin@acsta.ab.ca>
Sent: Wednesday, May 24, 2017 8:29 AM
Subject: 2017 Annual General Meeting and Convention: Resolutions, Nominations for Executive Positions, In-Memoriam & Awards

Importance: High

May 24, 2017

Memorandum to: ACSTA Board of Directors
ACSTA Member Board Chairs
ACSTA Member Board Superintendents
ACSTA Member Board Secretary-Treasurers

From: Dean Sarnecki, Executive Director

Re: **2017 Annual General Meeting and Convention:**
a) Resolutions
b) Nominations for Executive Positions
c) In Memoriam
d) Awards

a) Resolutions

The ACSTA 2017 Annual General Meeting and Convention will be held November 17-19, at The Westin Edmonton.

The Board of Directors Resolutions Committee invites your Board to submit provincial issues for consideration at the AGM. Please forward these issues in writing to the ACSTA office **by September 19, 2017**

The Resolutions Committee: Karen Doucet, Greg Ibach and Michael Ouellette will:

- review each issue and if necessary, edit or combine issues and, after consulting with the sponsoring board, draft a resolution for presentation at the AGM; and
- ensure a copy of all resolutions to be presented will be circulated to member boards 30 days prior to the AGM.

Please be advised of the following rules governing the way Emergent Resolutions will be handled:

1. An Emergent Resolution concerns an urgent issue, of provincial scope, arising unexpectedly after the deadline for submission of Regular Resolutions has passed.
2. The proposed Emergent Resolution shall be presented in writing with 150 copies to be delivered to the ACSTA Convention Desk prior to 7:30 p.m., Friday, November 17, 2017 for consideration by the Resolutions Committee.
3. Should the Resolutions Committee accept the Emergent Resolution, Bylaw 8(c) requires a majority vote of the Annual General Meeting to consider it.

b) Nominations for ACSTA President and Vice-President

The 2017 ACSTA Nominations Committee: Natalie Beland, Liam McNiff and Chantal Monfette will carry out its responsibilities as follows:

- ensure at least one candidate for the position of President and Vice-President;
- determine incumbents' intentions re: candidacy; and
- announce names of candidates as they are received;
- present candidates at AGM.

c) In Memoriam

ACSTA would like to share the memory of trustees and honorary life members who have passed away over the 2016-2017 school year. We need the assistance of local boards to do this and ask that you can send us this information by completing the form which is available on the ACSTA website

http://www.acsta.ab.ca/content/file/In_Memoriam_Form.pdf

We are also requesting a photo to be included in the presentation. The deadline for in memoriams to be included in the 2017 AGM program is Friday, November 3, 2017.

d) Awards

ACSTA member boards are invited to submit nominations for the following awards:

- 1) Honorary Life Membership
- 2) Long Service
- 3) Meritorious Service
- 4) Appreciation

Nominations received by ACSTA prior to September 11th will be submitted to the Board of Directors for their review at their September 15th meeting. Award recipients and their board Chair will be informed of the details of the award presentations in advance of the Convention.

A nomination form for all categories with a description of the criteria pertinent to each award available on the ACSTA web site:

<http://www.acsta.ab.ca/events/agm-and-convention/acstaawards>

Alberta Catholic School Trustees' Association

#205, 9940 - 106 Street

Edmonton AB T5K 2N2

Phone: 780/484-6209 Fax: 780/484-6248

admin@acsta.ab.ca

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Grounds Management Contract

2017

AGREEMENT

with

**MEDICINE HAT CATHOLIC BOARD OF EDUCATION
1251 1 Avenue SW
Medicine Hat, AB T1A 8B4**

Revised: May 16, 2017

Medicine Hat School District No. 76

601 – First Avenue SW,
Medicine Hat, AB T1A 4Y7
Phone: (403) 528-6716
Fax: (403) 528-6571

GROUNDS MANAGEMENT SUMMARY

The following outlines guidelines for Grounds Management to be performed for the Medicine Hat Catholic Board of Education by the Grounds Department of Medicine Hat School District #76.

Administration and Site Inspection

Supervision and administration of all maintenance activities, including monthly site visits to ensure proper maintenance performed.

Mowing

Mowing and trimming of turfgrass areas on fronts and fields.

Sweeping

Mechanical removal of leaves and grass from fronts, fields, and fence lines in spring and fronts and fence lines in the fall.

Fertilization

Application of slow release fertilizer to all turfgrass areas minimum of one application and maximum of two.

Weed Control

Selective broadleaf weed control to all turf areas when warranted; maximum of two applications.

Non-selective application of herbicide to fence lines and non turf areas when warranted; minimum of one application and maximum of three.

Irrigation

Repair and maintenance to all irrigation systems following a routine schedule. This includes spring start up and fall winterization.

Snow

Removal of snow from Regional office; includes staff and maintenance parking lot.

2017 CONTRACT AMOUNT

January 1, 2017 to December 31, 2017 \$ 90,400 plus GST

Medicine Hat Catholic Board of Education

Greg MacPherson, Secretary Treasurer

Date

Medicine Hat School District No. 76

Jerry Labossiere, Secretary Treasurer

Date

Rick (Dick) Mastel, Board Chair

Date

Mark Davidson, Superintendent

Date

This agreement made this 23 day of May 2017

BETWEEN:

The Medicine Hat Police Service

-and-

Medicine Hat Catholic Board of Education,

a regional school authority in the Province of Alberta (hereinafter referred to as the "Division")

WHEREAS the Medicine Hat Police Service of the City of Medicine Hat (hereinafter referred to as the "Service") is prepared to provide the services of one police officer to act as a School Resource Officer (hereinafter referred to as a "SRO"), and;

WHEREAS schools of the Division located within the City (hereinafter collectively referred to as the "Schools") have committed to provide funds to the City to assist in the costs of this position;

NOW THEREFORE the parties, in consideration of the terms and conditions herein, agree as follow:

1. The Service will provide the services of one officer to the Division as an SRO. The officer will work full time within the Division, predominately at Monsignor McCoy High School.
2. The SRO will be a member of the Service and will report to and be under the supervision of the Chief of Police of the Service (hereinafter referred to as the "Chief of Police").
3. With the advice of the Principals of the Schools, the Chief of Police will establish the overall goals and objectives for the SRO Program (hereinafter referred to as the "Program") and set out a position description for the SRO. The SRO in consultation with the Chief of Police and the Principals of the Schools will, on an ongoing basis, establish detailed objectives and plans for the Program.
4. The SRO Officer will be available for services to the Division on a full time basis and will be present in the school or otherwise engaged in the activities of the Program within the Division on school days, unless involved in training, court or other necessary police responsibilities. Vacation leave, other leaves and absences will be taken wherever possible at times when the Division is not open for students.


5. For certain events, including such things as school dances and major sporting events, the SRO Officer may adjust the hours and days of work, where possible, in order to attend these functions.
6. The Service recognizes the importance of programming at the primary and middle schools and agrees to continue programming such as E.P.I.C. (Encouraging Positive Informed Choices) or other similar programs and that this programming will be conducted by other members of the Service at no cost to the Division. This additional programming will not be conducted by the SRO Officer assigned to the Secondary School.
7. The term of this agreement will be September 1, 2017 to August 31, 2018.
8. In consideration of this agreement the Division will contribute approximately forty nine percent (49%) of an officer's wages and benefits, which is based on the most recent contractual First Class Constable rate of pay.
9. For the term of this Agreement, the Division will make payment to the City of Medicine Hat in one (1) installment. The payment of \$60,806.29 is due on or before May 31, 2018. The rates are based on the 2017 Medicine Hat Police Association Collective Agreement (Appendix A).
10. Where the position remains unfilled due to a vacancy in staffing the position, the contribution required of the Division shall be reduced proportionately.
11. Either party, upon six (6) months written notice to the other party, may terminate the agreement.
12. The parties agree to take such further steps as are reasonably required to give effect this agreement.

In witnessed whereof, the parties have executed this agreement under the hands of the proper officers in that respect on the day, month, and year first above written.


**Medicine Hat Catholic-Separate
Regional Division** - *Board of Education*

For

Peter Grad - Board Chair
Pick Master


Greg MacPherson - Secretary-Treasurer

Medicine Hat Police Service


Andy McGrogan - Chief of Police

Appendix A

Medicine Hat Police Association Salary Schedule

1st Class Constable (rate per hour)

January 1st, 2016 \$46.61 (Plus approximately 28% benefits)

RENTAL AGREEMENT

THIS AGREEMENT made in duplicate this _____ day of _____, A.D. 2017.

BETWEEN:

**THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION,
having its Office at 1251 – 1st Avenue South West, in the City of Medicine Hat, in the
Province of Alberta.**

(Hereinafter called the “Landlord” OF THE FIRST PART)

-and-

**NORTH FLATS NEIGHBOURHOOD ASSOCIATION
having its registered office at 861 4th Street SE in the City of Medicine Hat, in the
Province of Alberta.**

(Hereinafter called the “Tenant” OF THE SECOND PART)

LEASE/RENTAL AGREEMENT

- | | | |
|---------------------------------------|------|--|
| PREMISES | 1) | The Landlord hereby leases to the Tenant the premises described as follows: the Gymnasium, two washrooms, Kitchen and access, located on the main floor at St. Louis School, municipally known as 861 – 4 th Street SE, Medicine Hat, Alberta, as shown on the floor plan attached as “Schedule B”, (hereinafter called the “premises”) as well as the school yard, for use and occupation as a summer program only, subject to the terms and conditions hereafter set forth. |
| TERM AND
TERMINATION | 2) | This Agreement shall commence on July 4, 2017 for a period of approximately six (6) weeks until August 18, 2017 with no renewal option. |
| RENT | 3) | The Tenant shall pay \$2,800.00 (Two Thousand eight hundred dollars), plus Goods and Services Tax (GST), subject to the agreed hours of use identified in Schedule “C”. Fees shall be remitted to the Landlord at 1251 – 1 st Avenue South East, Medicine Hat, Alberta, according to the following schedule: |
| | 3.1) | \$2,800.00 (Two thousand eight hundred dollars), plus Goods and Services Tax (GST) paid on or before July 14, 2017. |
| UTILITIES
AND
SERVICES | 4) | The rent for which provision is made in Clause 3 shall be deemed to include the cost of all utilities, which shall include custodial services. |
| AMENITIES | 5) | <div style="margin-left: 20px;">a) The Tenant is hereby granted the following privileges and the right to use the following amenities and facilities, diagramed in Schedule “B”, throughout the term of this Agreement during the time periods as defined in Schedule “C”,</div> <div style="margin-left: 40px;"><div style="margin-left: 20px;">i) the girls’ and boys’; washrooms located on the main floor of leased premises marked on Schedule “B”;</div><div style="margin-left: 20px;">ii) the gymnasium including the storage area, subject to the rules of use as outlined in Schedule “A”</div><div style="margin-left: 20px;">iii) the playing fields.</div><div style="margin-left: 20px;">iv) the kitchen located off the Gymnasium</div></div> |

v) access to the custodial room for certain cleaning supplies and materials to be negotiated with the school custodian.

b) The following privileges and the right to use the following amenities and facilities are hereby exclusively reserved to the Landlord or to the designate(s) of the Landlord and are not granted to the Tenant pursuant to this Agreement:

All other areas of the building and grounds, other than those listed in a).

**CONDITION 6)
AND ALTERATION
OF PREMISES**

(a) The Landlord and Tenant hereby agree that the Landlord or the Landlord's agent, if any, and the Tenant (or the Tenant's agent, if any) will inspect the premises at the commencement of the tenancy and upon surrender of possession at or following the expiration of the tenancy and that the condition of the premises at the aforesaid times will be noted on the Accommodation Inspection Report attached to this Agreement, and by this reference made a part hereof. The Accommodation Inspection Report shall be signed by the parties performing the inspection. The tenants must comply with all school emergency procedures.

(b) The tenant will not, without the prior written consent of the Landlord, construct, install, erect or permit to be constructed, or erected upon or within the leased premises any alteration, addition, partition or improvement. Upon termination of this lease the Tenant shall make good any damage caused to the leased premises and restore the leased premises to the same condition that they were in before any improvement, alteration or fixture was made, erected or installed.

**CARE OF
PREMISES
AND OTHER
ITEMS**

7) (a) The Landlord hereby agrees that the premises supplied to the Tenant by the Landlord at the commencement of the term of this Agreement shall be in a reasonably good state of repair and reasonably clean and that insofar as the Landlord is responsible for the maintenance of the premises pursuant to this Agreement, they will be maintained in a reasonably good state of repair.

(b) The Tenant hereby agrees to take good care of the premises and keep them in reasonably clean condition and to take good care of any items supplied to the Tenant by the Landlord.

**TENANT'S
INSURANCE**

8) The Tenant shall maintain liability insurance on its operation at the leased premises. The insurance must be either comprehensive or commercial general liability in accordance with the Insurance Act of Alberta. The amount of insurance must be at least TWO MILLION (\$2,000,000.00) DOLLARS per occurrence; if the policy has an annual general aggregate, it is to be TWO MILLION (\$2,000,000.00) DOLLARS or greater.

The insurance coverage must include provisions for bodily injury, personal injury and property damage, including loss of use. This insurance must include blanket contractual liability.

The Tenant's liability insurance must name Medicine Hat Catholic Board of Education as "Additional Insured" with 30 days notice of cancellation, material change and/or non-renewal of the insurance coverage.

Prior to commencing the summer program, the Tenant shall provide copies of certificates of insurance to the Landlord.

INDEMNITY

- 9) The Tenant shall indemnify and save harmless the Landlord party from any and all liabilities, damages, expenses, costs, fees (including all legal and other professional costs on a solicitor and his won client full indemnity basis), claims, suits or actions arising out of or caused by the use and occupation of the leased premises, the buildings and the lands by the Tenant and its respective employees, agents, and those for whose actions they are responsible for in law including, without restriction, such liabilities, damages, expenses, costs, fees, claims, suits, or actions arising from:
- I. any breach, violation, or non-performance of any covenant, condition or agreement in this lease;
 - II. any damage to property; or injury of any person or persons including death;
 - III. any environmental damage and resulting clean up costs; and
 - IV. all claims arising under *Workers' Compensation Act*, *Occupational Health and Safety Act*, *Occupier's Liability Act*, or other stature that imposes liability upon the owners or occupiers of land or in relation to the operation of a worksite.

This indemnity shall specifically exclude any and all such claims, costs and expenses or portions thereof arising from the negligence of the party to be indemnified, or those for whose actions the party to be indemnified is legally responsible for. This indemnity shall survive the expiry or sooner termination of this Lease.

DEFAULT

- 10) Notwithstanding anything herein contained to the contrary, upon the occurrence of any one of the following events the Landlord may, at its option, re-enter and take possession of the leased premises with or without terminating this lease as though the Tenant or the servants of the Tenant or any other occupants of the leased premises was or were holding over at the expiration of the Term:
- i) if the Tenant becomes insolvent or bankrupt, or makes an assignment for the benefit of creditors, or is declared bankrupt, or takes the benefit of any legislation that may be in force for bankrupt or insolvent debtors;
 - ii) if proceedings are taken against the Tenant under any legislation to wind up companies or societies;
 - iii) if the Tenant sells or attempts to sell all or substantially all of its assets;
 - iv) if the Tenant (or its agent) falsifies any report or information required to be furnished to the Tenant pursuant to this lease;
 - v) if the Tenant fails to pay the Rent when due; or
 - vi) if the Tenant fails to perform any of its obligations under this lease as and when required, and such default continues for a period of seven (7) days after written notice from the Landlord of such default.

Notwithstanding the foregoing, the Tenant shall not be deemed to be in default under this lease where the alleged default or breach is caused by a default by the

Landlord under the Lease. Similarly, the Landlord shall not be deemed to be in default under this Lease where the alleged default or breach is caused by a default by the Tenant under the Lease.

**REMEDIES 11)
UPON DEFAULT**

Upon the occurrence of an event of default, as defined within lease, the Landlord shall be entitled, at its option, to declare the current month's Rent, together with the Rent for the next three (3) months ensuing, to be immediately due and payable and, at the Landlord's option, the Term shall become forfeited and void, and the Landlord may without notice or any form of legal process whatsoever forthwith re-enter upon the leased premises, or any part thereof, in the name of the whole and repossess and enjoy the same as its former estate, anything contained in any statute or law to the contrary notwithstanding. No re-entry or taking possession of the leased premises shall be construed as an election on the part of Landlord to terminate this lease unless at the time of or subsequent to such re-entry or taking of possession written notice of such termination has been given to the Tenant.

**RIGHT TO 12)
PERFORM**

All covenants, terms and conditions to be performed by the Tenant under any of the provisions of this Lease shall be performed by the Tenant, at the Tenant's sole cost and expense, and without any abatement of Rent. If the Tenant shall fail to perform any act on its part to be performed under this lease, and such default shall continue for seven (7) days after notice thereof from the Tenant (or immediately in the case of an emergency of which the Tenant has knowledge), the Landlord may (but shall not be obligated so to do) perform such act without waiving or releasing the Tenant from any of its obligations relative thereto. The Tenant shall pay to the Landlord on demand for all costs incurred by the Landlord in performing such act, together with interest thereon at the rate required within this lease from the date each such payment was made or each such cost was incurred by the Landlord, until paid in full.

WAIVER 13)

The waiver by the Landlord of a breach of a term, covenant or condition contained in the lease will not be deemed to be a waiver of a subsequent breach of the same or another term, covenant or condition herein contained. No covenant, term or condition of this lease will be deemed to have been waived by the landlord unless the waiver is in writing and signed by the Landlord.

NOTICES 14)

A notice, demand, request, consent or other instrument shall be given in writing and provided to the other party at the address indicated on page one of the lease by hand, mail, fax or courier.

SUBLETTING 15)

The Tenant shall not sublet or assign the premises described herein without the consent of the Landlord.

**RIGHT OF 16)
ENTRY**

The Landlord shall have the right to enter the premises at any time without notice or consent in the case of an emergency.

ENUREMENT 17)

This Agreement shall extend to be binding upon and enure to the benefit of the heirs, executors, administrators, successors and assigns of each party hereto.

**CAPITAL
EQUIPMENT**

- 18) Any built in structure currently on the premises will remain on the premises.
The Tenant is responsible to provide all capital equipment and furniture needed for the Program.

FAITH

- 19) The Tenant will agree to support and respect the teaching and traditions of the Catholic Church.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

MEDICINE HAT CATHOLIC BOARD OF
EDUCATION
(Landlord)

Per _____

Per _____

NORTH FLATS NEIGHBOURHOOD
ASSOCIATION
(Tenant)

Per _____

SCHEDULE "A"

RULES AND REGUALTIONS

- 1) The Tenant shall dispose of all garbage into the garbage can provided.
- 2) If windows or door are left open on the premises by the Tenant, or by any person invited on the premises by the Tenant, causing plumbing to freeze, damage by rain, or water damage to floors or walls or uninvited persons to enter the building, the Tenant shall be responsible for any damage occasioned by such action.
- 3) The Tenant agrees to immediately report to the Landlord any and all damage that may occur to the premises throughout the continuance of this tenancy.
- 4) The hallways, passages and stairs of the building in which the premises are situated shall be used for no purpose other than going to and from the premises and the Tenant shall not in any way encumber those areas with boxes, furniture or other material or place or leave rubbish in those areas and other areas used in common with other tenants.
- 5) Neither the Tenant nor the Landlord shall add to or change locks on doors giving access to the premises or to any building or property of which the premises form a part without prior written consent of the other party.
- 6) No floor hockey is permitted in the premises.
- 7) The Tenant must keep and observe all health, fire and police regulations of the Province and city, town or municipality in which the premises are located.
- 8) No additional electric wiring or heating units shall be installed in the premises without prior written approval of the Landlord.
- 9) No combustible material or flammable liquid shall be kept on the premises.
- 10) The security system is to be disarmed immediately on entry and shall be rearmed upon departure. The Tenant shall ensure the lights are off and the entrance doors are locked. The Tenant shall be liable for any security callouts after regular working hours if the call out was caused due to the Tenant's action or inaction.

THE RULES AND REGULATIONS ARE AGREED to and accepted this ____ day of _____, A.D. 2017.

MEDICINE HAT CATHOLIC BOARD OF
EDUCATION

Per: _____

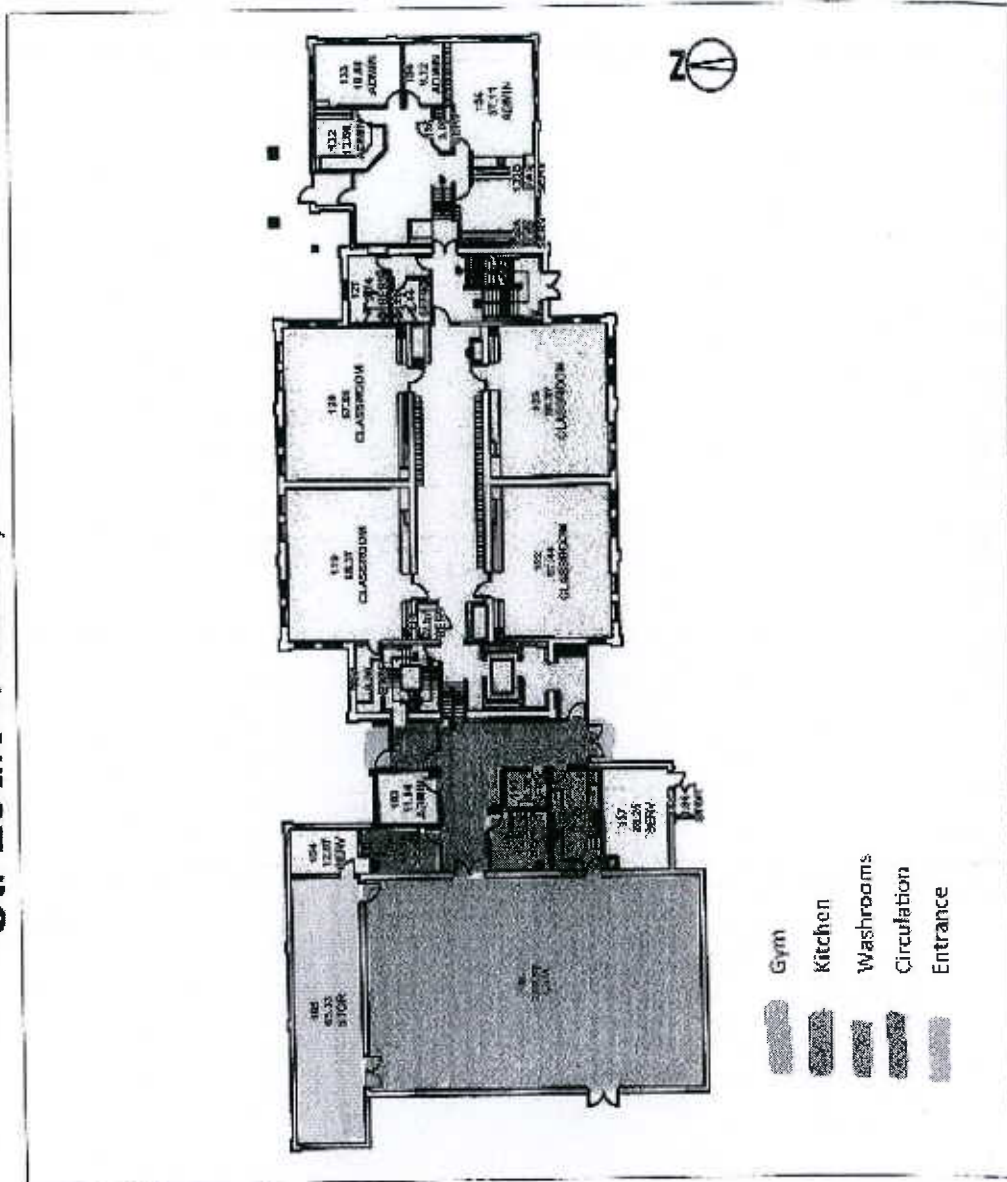
Per: _____

NORTH FLATS NEIGHBOURHOOD
ASSOCIATION.

Per: _____

SCHEDULE B

St. Louis School, First Floor



SCHEDULE "C"

USE SCHEDULE

The Tenant may use the premises on the following schedule:

Weekdays (excluding Monday August 7, 2017) during the hours of 9:00 am to 4:00 pm.

Notification for use greater than the agreed hours in a day shall be to Mr. Francis MacQuarrie, Facilities and Operations Supervisor, Medicine Hat Catholic Board of Education, 1251 - 1st Avenue SW (403) 527-2292.



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

**Associate Superintendent
Learning Services**

Date: June 13, 2017

Name: Hugh Lehr

Agenda Item: SLA-PAT Update

SLA's:

Pilot Grade 3 SLAs have been administered during the last three school years. For the first and second pilot years (2014/2015 and 2015/2016), SLAs were administered to students within school authorities that opted to participate. For the 2016/2017 pilot year, we took a more focused approach, and participation was limited to a sample of 20 school authorities. To help inform next steps for the SLA, a research team led by the University of Lethbridge worked with Alberta Education and the 20 participating school authorities to examine the value and efficacy of the SLA through a research study.

Beginning in the 2017/2018 school year, the SLA will be available to teachers as a tool to use at their discretion.

Going forward, the SLA will continue to focus only on the first two purposes of assessment: improving student learning and enhancing instruction for students. It will not be used in the Accountability Pillar. Alberta Education will soon be collaborating with stakeholders to determine the best approach for providing assurance at the provincial level.

PAT Accommodations:

The current General Information Bulletin indicates that a continuous recording of readers and scribes must be submitted to Alberta Education along with the completed assessment materials. This update is effective for the upcoming May/June 2017 PATs and the bulletin will soon be updated to indicate that these recordings are not required.

PAT Administration Window:

Starting in the 2017/18 school year, Grade 6 and 9 PATs will be administered to students during an administration "window" specified by Alberta Education rather than according to a pre-set, single date and time for each exam determined by Alberta Education. Superintendents will have the flexibility to establish PAT schedules for their

respective school authorities, according to local needs and within the administration window – including at the individual school level.

Recommendation

- Receive as information

Attachment – N/A

**Director of Early Childhood Services
June 13, 2017
Board Meeting**

PUF Audit Update:

As you know, Alberta Education provides Program Unit Funding (PUF) to school authorities to implement educational programming for children with severe disabilities/delays. These children often require additional support with their learning. This funding is approved on an individual basis for children with severe disabilities/delays who are at least 2 years, 6 months of age and less than 6 years of age on September 1 of the school year. PUF may be accessed for a maximum of three years for each eligible child.

Identification of children with severe disabilities/delays is done by school-based personnel. Summary information is uploaded to the PUF SharePoint for each eligible child by November 30 of each school year. All reports and evidence supporting PUF eligibility, including all assessments and/or diagnostic reports, are maintained by the school authority and must be available upon request by Alberta Education.

In keeping with accountability requirements, Alberta Education will audit 10% of the new 2016/2017 applications, with a minimum of 20 applications selected. The sample will reflect the provincial ratio of various codes.

All audit files must be created by school based personnel and uploaded to PUF SharePoint. A detailed list of documentation required for PUF eligibility is provided. An Alberta Education team will review each submitted file to determine if it meets the eligibility criteria. Alberta Education will communicate the findings of the audit to individual school authorities. If there are a significant number of files (20%) that do not meet eligibility criteria, Alberta Education will request a new 10% sample of the total PUF population for review. A payment adjustment will be made to the school authority, for each file that does not meet eligibility criteria.

MHCBE has recently received confirmation that for the 2016/2017 school year, “based on the review of the documentation submitted, all files contained the necessary information for PUF approval.”

Recommendation: Receive as information

Faith Formation Day – Friday, September 1, 2017

Medicine Hat Catholic Board of Education- All Division Staff

I have the strength for everything through Him who empowers me.

Philippians 4:13

8:00 am – 8:30 am Medicine Hat College Theatre

Socialize with colleagues and friends. College cafeteria & Starbucks will be open. Please remember no Food in the theatre, however, Beverages are allowed in a sealable Go-Cup or Water Bottle. Parking Passes will be provided prior to the event.

8:30 – 8:45	Prayer & Greetings
8:45 – 10:00	*David Wells
10:00 – 10:30	Break
10:30 – 11:30	* David Wells
11:30 – 1:00	Lunch is on your own. Enjoy!

1:00 pm – 2:45 pm Holy Family Parish (Employee Recognition Program & Mass)

New Staff Recognition - (From Sept 2, 2016 to Sept 1, 2017)



- New Employees will be recognized by the Board of Trustees at the Faith Formation Day. (If you started after Sept 2, 2016 up to and including Sept 1, 2017); watch for your personal email invitation in June 2017.

Years of Service Recognition - (5 year increments) – Administrative Procedure 414

- Employees who are celebrating their anniversary start date at a 5 year increment (5, 10, 15, 20, 25, 30, and 35) will be recognized by the Board of Trustees at the Faith Formation Day. **Your start date will be one of the following years: 2012, 2007, 2002, 1997, 1992, 1987 and 1982.** Watch for your personal email invitation in June 2017.

1:30 pm – 2:45 pm – Mass

***KEYNOTE SPEAKER:** David Wells has worked with the Diocese of Plymouth for many years. Recently he has been working with Catholic schools to help, support and sustain evangelization. He understands that this involves both attitude and action. David is a catechist and author who regularly speaks at conferences throughout the world. Not only is he a remarkable and gifted speaker, he is also an author and has published two books, *The Reluctant Disciple* and *The Grateful Disciple*.



Interested in Becoming a Trustee?



School Board Elections General Info

As part of the municipal general elections, Albertans vote for their school board trustees. A general election takes place once every four years. The School Board Elections Information Package has important information about general election procedures, forms and regulations for school authorities.

Nomination Day: September 18, 2017

General Election: October 16, 2017

Are you passionate about Catholic education?

Do you have ideas for positive change in education?

Does living a life rooted in faith, while informing political decisions excite you?

Do you want to be a leader in your faith community?

...Put your name forward on Monday, September 18th, 2017.

Municipal Election Day in Alberta is October 16, 2017