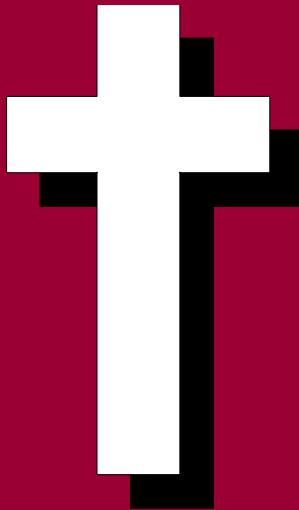


Medicine Hat Catholic Board of Education

"SHOWING THE FACE OF CHRIST TO ALL"



PUBLIC AGENDA

December 14, 2010 – 6:00 p.m

Catholic Education Centre – 1251 – 1st Avenue SW

Advent/Christmas Message

One of the most important themes of Advent is preparation. We need to prepare ourselves to commemorate the Birth of the Savior.

During the busy days of December please take time to prepare yourself, your family and your community for Christmas Day. We can prepare ourselves by being prayerful. Another way we can prepare is to increase our generosity to those who are less fortunate.

On behalf of the entire Division I extend best wishes during this Advent Season. May your Christmas be a blessed event bringing your family many joys.

*David Leahy, Superintendent of Schools
Medicine Hat Catholic Board of Education*

Advent Prayer

Father of our Lord Jesus Christ, ever faithful to your promises and ever close to your Church: the earth rejoices in hope of the Savior's coming and looks forward with longing to his return at the end of time. Prepare our hearts and remove anything that hinders us from feeling the joy and hope which his presence will bestow, for he is Lord forever and ever. (www.catholic.org.)

Medicine Hat Catholic Board of Education

ACTION AGENDA

DATE: December 14, 2010

Place: Catholic Education Centre

Time: 6:00 P.M.

1.	<p><i>Opening Prayer</i></p> <p style="text-align: center;">WE ARE CALLED Always and Everywhere to: Model Christ Pray and Serve Build a Faith Community</p>	JC	
2.	<p><i>Approval of the Minutes of the Regular Board Meeting</i></p> <p>♦Recommendation: THAT the Minutes of the Regular Board Meeting held November 09, 2010 be approved as circulated.</p>	PG	
3.	<p><i>Approval of the Minutes of the Special Board Meeting</i></p> <p>♦Recommendation: THAT the Minutes of the Special Board Meeting held November 25, 2010 be approved as circulated.</p>	PG	
4.	<p><i>Approval of the Action Agenda</i></p> <p>♦Recommendation: THAT the Action Agenda dated December 14, 2010 be approved as circulated.</p>	PG	3 - 5
5.	<p><i>Approval of the Non-Action Agenda</i></p> <p>♦Recommendation: THAT the Non-Action Agenda dated December 14, 2010 be approved as circulated.</p>	PG	6
6.	<p><i>Ambassador for Catholic Education</i></p> <p>Miss Alexa Gossard, a Teacher in the Division volunteered at an Orphanage in Haiti sponsored by Lifeline Haiti; its name translated in English is <i>Little Angels of Jacmel</i>. Miss Gossard was there for 3 weeks in July 2010. She taught public English lessons to a wide variety of ages in the afternoon and cared for the children in the mornings and after lessons. She worked to train the nannies in general child care skills, hygiene and basic medical needs. She assisted in treating very sick children. She organized a <i>Benefit Dinner and Auction</i> in October 2010 which raised nearly \$20,000; which is enough to fund the opening of <i>another Lifeline sponsored school</i>. She is also involved as an advocate for the adoption children into Canada. Mr. Wayne Schlosser will introduce Miss Gossard. Mrs. Sara Kukurudza, Teacher and Colleague will be in attendance to further acknowledge Alexa's volunteer efforts.</p>	WS	
7.	<p><i>PRESENTATION</i></p> <p>7.1 Mrs. Ana Schlosser, Division Psychologist will be in attendance to review her role in the Division, area of responsibilities and project involved in. Mr. Hugh Lehr, Director of Students will be in attendance to provide the background on this new position to the Division.</p> <p>7.2 Mrs. Jill Wilkinson, Alberta Initiative for School Improvement (AIS) Coordinator will be in attendance to review Cycle IV: <i>AISI Project Using Assessment to Meet Student Needs and Increase Student Engagement.</i> <i>Link to AISI Cycle IV Report.</i></p>	HL WS	

8.	<p><i>Corporate Communications</i></p> <p>8.1 Letter from Alberta Education, the Office of the Minister of Education approving the recommendation by the Board of Trustees to reappoint Mr. David Leahy as Superintendent of Schools. The reappointment is in effect as of August 01, 2011 to July 31, 2014.</p> <p>8.2 Letter from Alberta Health and Wellness regarding the Board's inquiry to extend funding to support our Community Capacity Building Project "Community Coming Together". The Minister noted funding is extended to June of 2011 and their department is working to try and identify funds to sustain projects such as these in the province.</p> <p>8.3 Advent/Christmas Message - The Board of Trustees and Senior Administration extend warm blessings for the Holy Season. The Superintendent of Schools extends best wishes during this Advent Season. Link to Christmas Message</p>	PG	<i>Encl. 7 - 9</i>
9.	<p><i>Superintendent's Report - Mr. David Leahy</i></p> <p>9.1 ATTENDANCE ZONE RECOMMENDATION: Recommendation: Slight change of one attendance zone for St Francis Xavier in 2011-2012; <i>the area east of Parkview Drive and North of Ranchlands Boulevard be moved from St. Michael's to St. Francis.</i></p> <p>9.2 ACADEMY CRITERIA RECOMMENDATION: Recommendation: Notre Dame currently offers four (4) year academy programming. <i>Entrance criteria for academies become a Division Wide registration and if demand exceeds spaces then seats will be allocated by draw.</i></p> <p>9.3 CROSS ATTENDANCE RECOMMENDATION: Recommendation: Implement a New Administrative Procedure on Overcrowded Schools. The new AP would give the Superintendent of Schools the ability to: <i>not allow any new students (either resident or nonresident) to cross attend to schools with 85% or greater utilization. Grandfathering only allowed if an older sibling is attending the school at the same time.</i></p> <p>9.4 Class Size Survey</p> <p>9.5 WiFi Update</p> <p>9.6 French Immersion Program</p>	DL	<i>Encl. 10 - 16</i>
10.	<p><i>Quarterly Finance Report</i></p> <p>♦Recommendation: THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the Quarterly Finance Report.</p>	GM	<i>Encl. 17 Meeting Handout</i>
11.	<p><i>Student Transportation Agreement</i></p> <p>Recommendation: THAT the Board of Trustees approve the Student Transportation Agreement between Medicine Hat Catholic Board of Education and Prairie Rose School Division No. 8 for 2010 – 2011 as attached.</p>	GM	<i>Encl. 18 - 22</i>
12.	<p><i>Occupational Health and Safety (OH&S)</i></p> <p>Recommendation: THAT the Board of Trustees for the Medicine Hat Catholic Board of Education enter into the contract with Medicine Hat School District No. 76 for the purpose of sharing an Occupational Health and Safety Officer.</p>	GM	<i>Encl. 23 - 31</i>
13.	<p><i>Southern Alberta Learning Resource Centre (SALRC)</i></p> <p>♦Recommendation: THAT the Board of Trustees for the Medicine Hat Catholic Board of Education enter into a contractual agreement with Southern Alberta Learning Resources Centre to access best pricing for relevant digital media content.</p>	GM	<i>Encl. 32 - 42</i>

14.	<p><i>Board Retreat</i></p> <p>The Board of Trustees held a Retreat on December 2 and December 3, 2010. The Retreat was facilitated by Positive Culture Company. The Board will review the process, the goals and the outcome of the Retreat.</p>	PG	
15.	<p><i>Town Hall Meeting-November 29, 2010 @ St. Patrick's Parish Hall @ 7pm</i></p> <p>The Board will provide an overview and the outcome of the Town Hall Meeting. Attended by approximately 50 people, the meeting brought about good discussion on the recommendations presented. Additionally this town hall meeting was an opportunity for stakeholders to dialogue on issues important to Catholic education in Medicine Hat and Bow Island Schools. The responses were re-keyed verbatim for Board review.</p>	PG/DL	Encl. 43
16.	<p><i>Deputy Superintendents' Report - Mr. Wayne Schlosser</i></p> <p>16.1 2010 – 2011 Calendars are presented for the Board review. Three options have been shared with schools. Principals will share with staff and school council and look for feedback on the recommendations.</p> <p>16.2 Mentorship Program – Provincial Workforce Strategy. In 2009, The Workforce Planning Branch of Alberta Education introduced a five year plan (2008-2013) entitled <i>Education Sector Workforce Planning Framework for Action</i>. This planning framework was developed to address some key concerns with the current and future adequacy of the supply of well-trained teachers, and has the following vision: <i>In partnership with its stakeholders, Alberta Education will develop strategies, policies and actions to ensure the right people with the right skills are in the right places at the right times to meet the needs of Alberta's learners.</i></p>	WS	Encl. 44 - 49
17.	<p><i>Alberta School Foundation Fund (ASFF) Opted Out</i></p> <p>This item is presented for information for the Board. Mr. MacPherson will provide a description of ASFF as stated in the School Act Section 171(3). Mr. MacPherson will respond to any questions of the Board. No board action is required.</p>	GM	Encl. 50
18.	<p><i>COMMITTEE REPORTS (presented by appointed Trustees)</i></p> <p>18.1 Medicine Hat Catholic Schools' Education Foundation - Mr. Dick Mastel</p> <p>18.2 Representative to ACSTA – Mr. Peter Grad</p> <p>18.3 Representative to Teacher Board Advisory Committee – Mr. Dick Mastel</p> <p>18.4 Representative to ASBA Zone 6 - Mr. Stan Aberle</p> <p>18.5 Representative to Support Staff Board Advisory Committee – Mrs. Jodi Churla</p> <p>18.6 Representative to Parent Association – Mrs. Jodi Churla</p> <p>18.7 Salary Negotiations ATA – Mr. Stan Aberle CUPE – Mr. Dick Mastel</p> <p>18.8 CUPE Staff Board Advisory Committee – Mr. Dick Mastel</p> <p><i>COMMITTEE REPRESENTATIVES (no monthly report)</i></p> <p>18.9 Spiritual Leadership Scholarship Board Representatives – Mr. Stan Aberle</p> <p>18.10 Centennial Planning Board Representative – Mr. Stan Aberle</p>	PG	
19.	<i>ADJOURNMENT</i>	PG	

NON - ACTION AGENDA

DATE: December 14, 2010

Place: Catholic Education Centre

Time: 6:00 P.M.

No.	ITEM		PAGE
1.	INFORMATION ITEMS <ul style="list-style-type: none">• <u>Influenza Education Campaign</u> The Division in partnership with Alberta Health Services will continue to promote Respiratory Etiquette Protocols during the cold and flu season. Posters will be distributed to schools to post in the student washrooms reminding students to wash their hands and to cover their coughs.		

Notice of Public Board Meetings

Public Board Meetings for the Medicine Hat Catholic Board of Education will begin at **6:00 PM** with **presentations** at **7:00 PM**

All regularly scheduled Public Board Meetings are the **2nd Tuesday** of each month held at the Catholic Education Centre located at 1251 – 1st Avenue SW unless otherwise advertised.

Public welcome to attend - Information @ www.mhcbe.ab.ca



ALBERTA
EDUCATION

Office of the Minister

November 29, 2010

Mr. Stan Aberle
Board Chair
Medicine Hat Board of Education
1251 – 1 Avenue
Medicine Hat, Alberta
T1A 8B4

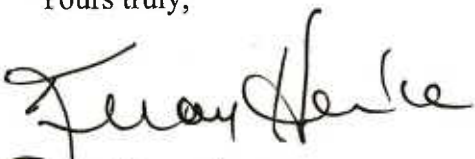

Dear Mr. Aberle:

Marc Prefontaine, Registrar, has forwarded to me your October 22, 2010 letter, with which you enclosed a completed copy of the *Notice of Intent to Reappoint the Superintendent* Form 5 and a copy of the motion, proposed and carried at a September 14, 2010 Board of Trustees meeting, reappointing David Leahy as Superintendent of Schools. Thank you for providing this information.

Given your strong endorsement and request, I hereby approve the reappointment of David Leahy as Superintendent of Schools for Medicine Hat Board of Education, effective August 1, 2011 to July 31, 2014, pursuant to Section 114 of the *School Act*.

Please extend my congratulations to Mr. Leahy on his reappointment.

Yours truly,


for  Dave Hancock, Q.C.
Minister



AR 81287

October 29, 2010

Mr. Stan Aberle
Chairman of the Board
Medicine Hat Catholic Board of Education
1251 - 1 Avenue SW
Medicine Hat, Alberta
T1A 8B4

Dear Mr. Aberle:

Honourable Gene Zwozdesky, Minister of Health and Wellness, has reviewed your March 29, 2010 letter regarding St. Mary's School and the Notre Dame Academy Mental Health Community Capacity Building project "The Community Coming Together." As Deputy Minister, it gives me great pleasure to hear how highly this project is regarded and the tremendous value it holds within your community. I appreciate the opportunity to respond.

Your project is part of an Alberta Health and Wellness investment of \$25.8 million in 2006 for the Mental Health Capacity Building for Children and Families Initiative, which was part of the release of *Positive Futures – Optimizing Mental Health for Alberta's Children and Youth*. The goal of this initiative is to increase the coping behaviours, knowledge and skills of children and youth. This enables them to make positive choices and adopt behaviours that will self-protect their mental and physical health at as early an age as possible. This has been directed through school-based mental health promotion, illness prevention and early intervention programs. This initiative was facilitated through strong community partnerships such as yours among health services, education and other community agencies.

I am pleased to hear that your project has increased resiliency skills in your students, decreased the number of crisis situations and addressed the unique mental health needs of students experiencing such things as divorce in the family, drug use, abuse and depression. It is exciting that community partners, including parents, are working together to increase resiliency in Alberta's children and youth.

Alberta Health Services (AHS) is responsible for delivery of the Mental Health Capacity Building projects, including decisions about future sustainability. Department staff have confirmed that AHS is funding this project to the end of the school year in June 2011 and is working to try and identify funds to sustain projects including The Community Coming Together into the future.

.../2

Mr. Stan Aberle
Page 2

For more information on the sustainability of this initiative, please contact Ms. Cathy Pryce, AHS Vice-President, Addiction and Mental Health, at cathy.pryce@albertahealthservices.ca or 403-943-6783.

Thank you for writing. I commend you and your partners for your commitment to the mental well-being of Alberta's children and youth.

Sincerely,



Jay G. Ramotar, P. Eng.
Deputy Minister

cc: Honourable Gene Zwozdesky
Minister, Health and Wellness

Cathy Pryce, Alberta Health Services



RECOMMENDATION FOR ATTENDANCE ZONE CHANGES EFFECTIVE 2011-2012

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

Presentation to the Board of Trustees

November 9, 2010

THE ISSUE

School	Net Capacity	Mods	Revised Capacity	FTE	2009/10 Severe	Adj Sev	Utilization	Available Space up to 85%
McCoy	860		860	553.0	20	593.0	69%	
St. Francis	181		181	157.0	6	169.0	93%	(15)
St. Louis	316		316	102.5	20	142.5	45%	126
St. Mary	649		649	371.0	16	403.0	62%	149
St. Michael's	225	50	275	217.0	15	247.0	90%	(13)
St. Patrick's	372	50	422	398.0	22	442.0	105%	(83)
Mother Teresa	400		400	317.5	27	371.5	93%	(32)
SMBI	226		226	96.0	3	102.0	45%	
Notre Dame	465		465	397.0	2	401.0	86%	(6)
St. Thomas	152		152	100.5		100.5	66%	29
Totals - Division	3846	100	3946	2709.5	131	2971.5	75%	
City of Medicine Hat Rate				3720		2869.5	77%	155

The schools highlighted in yellow (St. Francis, St. Michael's-Medicine Hat, Mother Teresa, St. Patrick's, and Notre Dame) all have utilization rates greater than 85%. Alberta Education considers a school to be full when its utilization reaches 85% .

The graphic also shows that two schools St. Louis and St. Mary's have available space for 126 and 149 students respectfully.

Attendance zone changes for schools are never an easy process. Parents are often upset about the changes and express concern about the impact on their children if they have to transition to a new school. These feelings are heightened when the transition involves taking a bus to a different sector of the city.

RECOMMENDATIONS FOR 2011-2012

1. Implement a new Administrative Procedure on Overcrowded Schools

This new administrative procedure would give the Superintendent of Schools (at his/her discretion) the ability to do the following when a school's utilization exceeds 85 %.

- a. Not allow any new students (either resident or nonresident) to cross attend to the school in question.
- b. Grandfathering of registration would only take place if an older sibling will be attending the school in the same year.

*this procedure has been in place at St. Patrick's School since August 2009.

Cross Attendance in 2009-2010

Schools	St. Francis	St. Michael's**	St. Louis	Mother Teresa	St. Patrick's	St. Mary's*	Notre Dame*
Cross Attending Students	70	54	40	28	51	22	35
Percentage of enrolment	50	30	45	10	14	7	9
Utilization Rate	93%	90%	45%	93%	105%	62%	86%
**division wide programming							
** does not include academy students							

2. Make a slight change in the St. Francis Xavier boundary areas.

For a number of years both administration and parents at St. Francis Xavier School have been advocating that the area west of Division Avenue and north of 20th Street N. W. be changed from a St. Michael's-Medicine Hat attendance zone to St. Francis.

Senior administration is continuing to recommend that this change not be implemented. There are a fairly significant number of students in this attendance zone. St. Francis Xavier's is currently at 93% capacity. An influx of students will quickly push utilization to 100% or more. Senior administration is recommending that the only change to the attendance zone for St. Francis Xavier in 2011-2012 is that the area east of Parkview Drive and north of Ranchlands Boulevard be moved from St. Michael's to St. Francis.

3. Notre Dame Academy will have Division wide eligibility for entrance into sports academy at all grades.

If programs are over prescribed then selection will be done by random draw.

Memorandum

December 14, 2010

To: Board of Trustees

From: David Leahy, Superintendent of Schools

Topic: Class Size Survey

Electronic Enclosure # Yes

Item presented for: Information/ Discussion

Background: Each school jurisdiction in Alberta is required to produce data reflecting their current class size averages.

The target class size averages are:

K-3.....17 students

4-6.....23 students

7-9.....25 students

10-12...27 students

Trustees will be presented with the results of the MHCBE 2010-2011 class size survey.

Jurisdiction Report - to be included with AERR

ALL SUBJECTS

Jurisdiction:

4501 - Medicine Hat Catholic Separate Regional Division No. 20

Number of Schools Reported:

9

Total Number of Schools:

10

	K to 3			4 to 6			7 to 9			10 to 12		
	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11
McCoy High School							22.7	23.7		23.1	23.1	23.1
Mother Teresa School	18.9	23.5	21.3	22.4	24.8	23.3						
Notre Dame Academy				25.1	23.8	21.4	23.9	25.6	23.4			
St. Francis Xavier School	18.9	21.7	16.9	21.8	20.3	22.2						
St. Louis School	18.2	18.6	21.9	16.4	22.6	19.5						
St. Mary's School	20.2	22.7		21.5	24.6		21.5	21.6	22.6			
St. Michael's School	22.5	20.0	20.1	21.4	25.4	22.5				0.0		9.0
St. Michaels School	10.2	11.2	10.1	16.7	13.8	12.2	12.9	15.7	15.0	8.0	7.5	10.0
St. Patrick's School	22.0	22.5	19.3	26.7	24.7	24.5						
St. Thomas Aquinas School			20.2			22.0						
Total for Jurisdiction 4501	19.8	21.4	19.4	22.3	23.3	21.7	21.8	22.6	22.5	21.9	22.0	21.6

Note:

3/4 combined classes are included in the Gr. 4 to 6 average
6/7 combined classes are included in the Gr. 7 to 9 average
9/10 combined classes are included in the Gr. 10 to 12 average
Special education classes are included
Team taught classes are reflected as an instructional PTR size (i.e., a class of 50 with two teachers would be reported as two classes of 25).
Colony/Huttenite schools have been excluded
Outreach/alternative schools have been excluded
Virtual/Home Ed/Distance Ed programs have been excluded

Memorandum

December 14, 2010

To: Board of Trustees

From: David Leahy, Superintendent of Schools

Topic: Wi-Fi exposure update

Electronic Enclosure

Item presented for: Information

Background: Senior administration had commissioned a study of Wi-Fi exposure in the district. The consultant has submitted his final report. The report and recommendations from senior administration will be presented to the Board of Trustees at the January 14 regular board meeting.

Memorandum

December 14, 2010

To: Board of Trustees

From: David Leahy, Superintendent of Schools

Topic: French Immersion Program

Electronic Enclosure #

Item presented for: Information/Discussion

Background: The Division has hired Mrs. Emile Keane, former Deputy Superintendent with St. Albert Catholic to work as a consultant with our French Immersion Program.

St. Albert Catholic has 30% of its students enrolled in French Immersion Programs.

The board will be briefed on Mrs. Keane's work within our division so far and on some of the recommendations and suggestions she has made.

**Medicine Hat Catholic Board of Education
Board Meeting
December 14, 2010**

PUBLIC MEETING

To: Board of Trustees

From: Greg MacPherson, Secretary-Treasurer

Agenda Item: First Quarter Financial Update

Purpose: Information

Attachments: To be provided at the meeting

Background: Quarterly, a financial update is provided to the board on the financial position at the end of the past quarter and what the impact to the spending for the remainder of the year would be. The information is being compiled and will be presented to the board.

**Recommendation/
Decision:** None

Resulting Action: None

Responsibility: Secretary-Treasurer

**Medicine Hat Catholic Board of Education
Board Meeting
December 14, 2010**

PUBLIC MEETING

To: Board of Trustees

From: Greg MacPherson, Secretary-Treasurer

Agenda Item: Prairie Rose School Division Bussing of Students

Purpose: Decision Making

Attachments: Student Transportation Agreement

Background: Prairie Rose School Division No. 8 ('PRRD') provides transportation services for Medicine Hat Catholic Students attending St. Michaels School in Bow Island. PRRD can claim the funding from Alberta Education for those students who reside within the PRRD boundaries and are otherwise eligible for transportation.

Certain students reside outside of the PRRD boundaries while still receiving transportation services from PRRD, however PRDD cannot collect the funding from Alberta Education as the students reside outside their boundary. For those nine students MHCBE will receive the funding from Alberta Education and MHCBE will pay PRRD \$538 per student.

**Recommendation/
Decision:** It is recommended that the Board of Trustees for Medicine Hat Catholic Board of Education approve the Student Transportation Agreement between Medicine Hat Catholic Board of Education and Prairie Rose School Division No. 8 for 2010-11 as attached.

Resulting Action: Secretary-Treasurer to execute the contract.

Responsibility: Secretary-Treasurer

STUDENT TRANSPORTATION AGREEMENT
2010-11

Dated this _____ day of _____, A.D. 20__

BETWEEN:

THE BOARD OF TRUSTEES OF
PRAIRIE ROSE SCHOOL DIVISION NO. 8
(hereinafter called "Prairie Rose")

OF THE FIRST PART

- AND -

THE BOARD OF TRUSTEES OF
MEDICINE HAT CATHOLIC SEPARATE REGIONAL DIVISION NO. 20
(hereinafter called "Medicine Hat Catholic")

OF THE SECOND PART

WITNESSETH as follows:

1. Definitions;
 - a) "Transportation Grants" where used in this agreement means Urban and Rural Transportation Grants provided in Alberta Learning's Funding Manual for School Authorities.
 - b) "Regulations" where used in this agreement means Alberta School Act Regulation 250/98 - "Student Transportation Regulation".
2. Prairie Rose shall provide transportation services for its resident students and resident students of Medicine Hat Catholic who reside in the Bow Island Elementary, Senator Gershaw and Burdett attendance areas as defined below and are enrolled in St. Michael's School in Bow Island, subject to the following conditions:
 - a) The attendance area that applies to Article 3 includes the area within the following boundary: from the NW corner of 07-11-12 east along the South Saskatchewan River to NE29-12-08; south 3 miles to the northern boundary of Rattlesnake Reservoir at NW09-12-08; east following the northern boundary of Rattlesnake Reservoir to SE10-12-08; south 13 miles to SE03-10-08; west 1 mile to SE04-10-08; south 12 miles to SE04-08-08; west along the line between Township 7 and 8 to the boundary of the County of Forty Mile and the Municipal District of Taber; north following the common boundary between the County of Forty Mile and the Municipal District of Taber to the South Saskatchewan River at NW07-11-12.

- b) The school day starting and ending times of the schools in which the students are enrolled are scheduled so that the students can reasonably be transported on an existing bus schedule.
 - c) Prairie Rose has access to Transportation Grants as provided by Alberta Learning for the students for whom transportation is provided.
 - d) Medicine Hat Catholic agrees to pay to Prairie Rose an annual fee of \$538 for each student for whom transportation is provided and for whom Prairie Rose cannot access Transportation Grants as provided by Alberta Education.
 - e) Parents requesting transportation services to St. Michael's School in Bow Island will be directed to contact the Prairie Rose Administration Office in Dunmore to arrange transportation.
3. This agreement is not a commitment by either party to direct students to schools operated by the other party nor does it indicate an acceptance to pay any fees other than those that are specified in this agreement.
4. Each party agrees to provide the other with student registration information as required by Alberta Education or as otherwise requested.
5. Prairie Rose shall, at all times, well and sufficiently indemnify and keep indemnified Medicine Hat Catholic from and against all actions, proceedings, claims, costs, expenses and demands of any nature in consequence of:
- a) Bodily injury, sickness, disease or death sustained by eligible transported students while riding in, boarding or alighting from, any vehicle provided by Prairie Rose, and
 - b) Damage to, destruction of or loss of property where such property was damaged, destroyed or lost while situate in any vehicle provided by Prairie Rose as aforesaid after having been brought upon such vehicle by eligible transported students.
6. This agreement maybe amended from time to time by the mutual consent of both parties hereto, in writing.
7. This agreement shall continue in force for the 2010-11 School Year.
8. All notices or other communications to be given by one party to another shall be given in writing and served personally, or sent by letter addressed to:
- a) Prairie Rose School Division No. 8
918 - 2 Avenue
Dunmore, Ab T1B 0K3

- b) Medicine Hat Catholic Separate Regional Division No. 20
1251 – 1st Avenue S.W.
Medicine Hat, Ab T1A 8B4

9. This agreement shall enure to the benefit of and be binding upon the parties hereto, together with their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed these presents the day and year first above written.

THE BOARD OF TRUSTEES OF
PRAIRIE ROSE SCHOOL DIVISION
NO. 8

THE BOARD OF TRUSTEES OF
MEDICINE HAT CATHOLIC
SEPARATE REG. DIV. NO. 20

Chairman

Chairman

Secretary-Treasurer

Secretary-Treasurer

MEDICINE HAT CATHOLIC STUDENTS

2010 – 2011

[REDACTED]
[REDACTED]

Gr. 8
Gr. 8

[REDACTED]

Gr. K

[REDACTED]
[REDACTED]

Gr. 2
Gr. K

[REDACTED]

Gr. 4

[REDACTED]
[REDACTED]
[REDACTED]

Gr. 5
Gr. K
Gr. 2

**Medicine Hat Catholic Board of Education
Board Meeting
December 14, 2010**

PUBLIC MEETING

To: Board of Trustees

From: Greg MacPherson, Secretary-Treasurer

Agenda Item: Occupational Health and Safety ('OHS') Officer

Purpose: Decision Making

Attachments: OHS Officer District Sharing Agreement
Notification of Proposed OHS officer

Background: OHS is a required activity that all employers need to be actively engaged with under the Alberta Occupational Health and Safety Act, Regulation and Code. As an employer we must comply with OHS legislation. In that we must do everything reasonably practicable to protect the health and safety of our staff. Section 45(8) of the Alberta School Act states that schools must be safe and health environments that foster respectful and responsible behaviors.

With this in mind, the Board approved a budget on November 25, 2010 which included funding for a 0.40 FTE Occupational Health and Safety Officer. This individual would be responsible for executing the existing program, improving on the program and expanding the division's OHS program to ensure we are compliant with the OHS Act, Regulations and Code.

The division wishes to collaborate with Medicine Hat School District #76 ('SD76') in order to find a suitable OHS officer and share that individual between us in order to achieve efficiencies in terms of cost and sharing of knowledge. While the OHS officer would be an employee of SD76, we would, under the proposed attached contract, have 0.40 FTE.

MHCBE was involved in the interview process for the hiring of the OHS officer. The information on the proposed OHS officer is attached.

AP 515 – Procurement indicates that:

4.2 A partnership may be established with another public organization where it is deemed to be of benefit to Medicine Hat Catholic Board of Education.

4.3 Partnerships with public organizations must be approved by the Board.

**Recommendation/
Decision:**

It is recommended that the Board of Trustees for Medicine Hat Catholic Board of Education enter into the contract with Medicine Hat School District No. 76 for the purpose of sharing an Occupational Health and Safety Officer.

Resulting Action:

Secretary-Treasurer to execute the contract in accordance with the direction of the Board.

Responsibility:

Secretary-Treasurer

Occupational Health & Safety Officer

DISTRICT SHARING AGREEMENT

BETWEEN:

Medicine Hat School District No. 76

(Hereinafter referred to as the "SD76")

- AND -

Medicine Hat Catholic Board of Education

(Hereinafter referred to as the "MHCBE")

WHEREAS:

- SD76 wishes to employ an Occupational Health & Safety (OH&S) Officer.
- MHCBE is also in need of OH&S services and wished to share the position with SD76.
- The parties acknowledge that they are each at different stages of development of their OH&S plans.
- The parties acknowledge that they intend to share their district's information and progress for their mutual benefit.
- The parties acknowledge that they would benefit from entering into an arrangement with the fundamental expectation of sharing and benefiting from each other's experiences, knowledge and progress to-date.
- The parties have reached agreement with respect to the terms and conditions under which the position and services can be shared.

In consideration of the promises, mutual terms, and conditions herein, the parties agree as follows:

1. DEFINITIONS

In this Agreement:

- (a) "Service Costs" shall mean the costs related to those activities reasonably associated with the OH&S Officer – inclusive of salary, benefits, membership dues, travel costs, office costs and any other costs reasonably associated with the performance of their duties.
- (b) "Annual Budget" shall identify the service costs to be shared for the respective year – see Schedule "B".
- (c) "Term" shall mean the period commencing September 1, 2010 and ending August 31, 2013 unless earlier terminated in accordance with the provisions of this Agreement.

2. OBLIGATIONS OF SD76

SD76 shall:

- (a) Employ the OH&S Officer;
- (b) Sharing of the OH&S officer's time with MHCBE with the intent of providing the services identified in this agreement including those in Schedule "A".
- (c) **Not** be responsible for MHCBE's compliance with the Occupational Health and Safety Act or any other legislation – responsibility for compliance shall remain with the respective school districts.

3. PROVISION OF SERVICES

The parties acknowledge and agree to mutually:

- (a) Determine the quality of all work product/services and standards;
- (b) Define job duties, deliverables and time lines;

4. OBLIGATIONS OF MHCBE

MHCBE shall:

- (a) Remit to SD76 the invoiced Service Costs within thirty (30) days from date of invoice;
- (b) Services shall be invoiced quarterly – the first three quarters shall be based on annual budget and the fourth 4th quarter will be based on actual costs for the year.

5. CONFIDENTIAL INFORMATION

All information and data received and compiled by the OH&S Officer while performing Services shall be treated as confidential between the parties and for the benefit of the parties and shall not be disclosed or made known to any other person except as authorized by the respective parties.

6. OWNERSHIP AND SHARING

All written reports, documents and studies prepared by the OH&S Officer pursuant to this Agreement specifically for one of the parties shall be deemed to be the property of the respective parties. This Section shall survive the termination of this Agreement.

7. INDEMNITY

- (a) SD76 shall at all times indemnify and save harmless the MHCBE and its successors and assigns from and against any and all losses, liabilities, damages, costs and expenses of any kind whatsoever which at any time or from time to time may be paid, incurred or asserted against the MHCBE, as a direct or indirect result of the performance of the obligations of the OH&S Officer pursuant to this Agreement.
- (b) MHCBE shall at all times indemnify and save harmless the SD76 and its successors and assigns from and against any and all losses, liabilities, damages, costs and expenses of any kind whatsoever which at any time or from time to time may be paid, incurred or asserted against the SD76, as a direct or indirect result of the performance of the obligations of the OH&S Officer pursuant to this Agreement.
- (c) It is understood and agreed that SD76 is not responsible for any injuries or damages suffered by MHCBE, their employees, agents, or invitees, or any loss or damage to the property of MHCBE, and MHCBE shall hold harmless the SD76 from any such loss or damage however caused.
- (d) This Section shall survive the termination of this Agreement.

8. RENEWAL

This Agreement shall commence on **September 1st, 2010**, for a three year period **until August 31, 2013**, and shall be automatically renewed for an extended term of one year thereafter until terminated by either of the parties in accordance with Article 9 below.

9. TERMINATION

Either party may terminate the agreement by serving a written notice of termination on the other party with a minimum of twelve (12) months notice prior to the annual term of August 31st.

10. GENERAL

(a) Governing Law

This Agreement shall be construed and governed by the laws of the Province of Alberta.

(b) Time of Essence

Time shall be of the essence of this Agreement.

(c) Survival

The provisions of this Agreement, which by their context are meant to survive the termination of this Agreement, shall so survive for the benefit of the party relying upon the same.

(d) Relationship Between Parties

Nothing contained herein shall be deemed or construed by the parties hereto nor by any third party, as creating the relationship of principal and agent, employer and employee, or of partnership, or of a joint venture agreement between the parties hereto, it being understood and agreed that none of the provisions contained herein nor any act of the parties hereto shall be deemed to create any relationship between the parties hereto other than an independent service agreement between two parties at arm's length.

(e) Agreement Entire Relationship

The parties acknowledge and agree that there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement save as expressly set out in this Agreement and that this Agreement constitutes the entire agreement between SD76 & MHCBE.

(f) Notices

Whether or not so stipulated herein, all notices, communication, requests and statements (the "Notice") required or permitted hereunder shall be in writing and delivered either by fax or regular mail to:

The District:

Medicine Hat School District No. 76

601- 1st Avenue S.W.

Medicine Hat, Alberta, T1A 4Y7

bus: 403-528-6726

fax: 403-529-5339

Attention: Jerry Labossiere – Secretary Treasurer

The Funded Agency:

Medicine Hat Catholic Board of Education

1251 – 1st Ave. S.W.

Medicine Hat, Alberta T1A 8B4

bus: (403) 502-8222

Attention: Greg MacPherson – Secretary Treasurer

or to such other address as each party may from time to time direct in writing.

The parties hereto have executed this Agreement below.

Medicine Hat School District No. 76:

Per: _____
Grant Henderson, Superintendant

Date

Per: _____
Jerry Labossiere, Secretary Treasurer

Date

Medicine Hat Catholic Board of Education:

Per: _____
David Leahy, Superintendent

Date

Per: _____
Greg MacPherson, Secretary Treasurer

Date

SCHEDULE "A"
SERVICES PURSUANT TO THE AGREEMENT

The OH&S Officer shall:

(a) Provide the following services:

- Develop and refine an OH&S plan.
- Complete site assessments at all facilities operated by the parties.
- Establish and attend all OH&S committee meetings as mutually determined by the parties – including steering and site OH&S committees.
- Investigate any job related injuries sustained by employees – with the intent to identify safety concerns and improvements to procedures/practices in order to avoid similar injuries in the future.
- Establish training needs of employees.
- Arrange for appropriate on-site certification/recertification where appropriate and/or is cost efficient.
- Upon being provided with an assignment by the parties, the OH&S Officer, in his/her sole discretion shall determine how and when to perform the assignment so long as the Officer meets any deadlines which were established by mutual agreement of the parties;
- Other duties as determine from time-to-time by mutual agreement of the parties.

(b) While performing their duties:

- The OH&S Office shall comply with all policies and regulations set out by the respective parties while on their respective school properties.
- The OH&S Officer shall be in compliance with SD76's Human Resource policy – i.e. all employees, are required to produce a Criminal Records Check and a Child Welfare Information Services Check prior to commencing work.

Occupational Health and Safety Officer

Medicine Hat Catholic Board of Education is pleased to be partnering with Medicine Hat School District #76 for obtaining the services of an Occupational Health and Safety Officer.

Ms. Iris Steinley will be the appointed Occupational Health and Safety Officer for Medicine Hat Catholic Board of Education beginning January 2011. Ms. Steinley has been living in Red Deer where she was a safety manager and safety coordinator in the construction industry for the past eight years. Previous to this Ms. Steinley was in the health industry. Ms. Steinley has formal training in the field of Occupational Health and Safety and has been on the board of the Alberta Construction Safety Association.

Ms. Steinley is a safety-focused individual with highly developed Occupational Health and Safety competencies and a passion towards helping others.

**Medicine Hat Catholic Board of Education
Board Meeting
December 14, 2010**

PUBLIC MEETING

To: Board of Trustees

From: Greg MacPherson, Secretary-Treasurer

Agenda Item: Southern Alberta Learning Resource Centre ('SALRC')

Purpose: Decision Making

Attachments: Southern Alberta Learning Resource Centre Contract

Background: The division has contracted with a variety of online and digital media content to support the Alberta Curriculum. SALRC, as a group of school boards, will be able to purchase the same digital media content for a reduced price through group purchasing power. This contract starts MHCBE membership with the SALRC.

The AISI budget, approved on November 25, 2010, included an amount to cover the projected costs for purchasing the annual license for the media at the expected savings. Previously the licenses were either paid at the school level or for certain content through the instructional pool. The amount budgeted in AISI was \$26,031. The final costs for this may be \$30,599. The difference of \$4568 would be funded through AISI by reallocating certain costs within the existing budget which will have no effect on the overall budget.

The AISI budget will continue to fund this arrangement to the end of the AISI cycle finishing August 31, 2012. The division will need to directly absorb the cost if it wishes to continue with this arrangement after that.

AP 515 -- Procurement indicates that:

4.2 A partnership may be established with another public organization where it is deemed to be of benefit to Medicine Hat Catholic Board of Education.

4.3 Partnerships with public organizations must be approved by the Board.

**Recommendation/
Decision:**

It is recommended that the Board of Trustees for Medicine Hat Catholic Board of Education enter into the Southern Alberta Learning Resource Centre in order to receive the best contract prices for the relevant digital media content supporting the Alberta Curriculum.

Resulting Action: Secretary-Treasurer to execute the contract in accordance with the direction of the Board.

Responsibility: Secretary-Treasurer and AISI Coordinator.

SOUTHERN ALBERTA LEARNING RESOURCE CENTRE

It is desirable that students and teachers in Southern Alberta have immediate access to the most current and relevant digital media content supporting Alberta Curriculum. The Southern Alberta Learning Resource Centre, hereafter referred to as SALRC, will facilitate the brokering of the best contract prices for these resources and offer them to member school authorities.

The Members shall cooperate and assist each other as is reasonable under the circumstances in the establishment of and continued operation of SALRC with the object of sharing the costs for the purchase or leasing of, and distribution of media streaming and other digital content to Members in order to better serve the educational needs of each respective authority's students.

MEMBERSHIP

A) School Authorities

Any school authority within the province of Alberta may enter into the agreement to receive service from SALRC without penalty after paying the per grade 1-12 student fee then in effect (kindergarten students are charged at 0.5 FTE.)

- 1) The authorities agree to abide by the terms and conditions of the agreement with SALRC, and to pay the current local assessment. Authorities will provide a current list of schools and teachers. Student enrollment figures will be calculated by referring to Alberta Education's enrollment data from the previous school year. Home Ed. Students may access the content providing that their school authority has paid fees for them.
- 2) The Joint Committee may or may not accept the applicant as a new member.
- 3) Services will begin when payment is received.
- 4) Colony students will only be included in the authority student count if they are receiving services.

B) Membership Termination

- 1) Members of SALRC may terminate their membership by notifying the Joint Committee by April 30th for termination of membership August 31st of the same year.
- 2) Upon providing notice of withdrawal, the Member that is withdrawing shall, effective the date of withdrawal:
 - i. Cease to have any of the rights, powers and privileges vested in it by this Agreement; and
 - ii. Be deemed to have transferred all of its SALRC assets to the remaining Members such that those remaining Members shall share on a pro-rata basis the proportional assets transferred from the withdrawing authority.
- 3) Authorities wishing to reinstate a membership at a later date would be assessed at the then current per student fee.

C) SALRC Dissolution

- 1) The Joint Committee may, upon passing a resolution recommend the termination of this Agreement and the dissolution of the operating of SALRC by way of providing, two (2) months notice in writing to all participating authorities that:
 - i. Within two (2) months of the notice being issued, each authority shall vote on a motion recommending the termination of this Agreement and the dissolution of the operation of SALRC.
 - ii. The motion shall only be binding upon all authorities where a majority of all such participating authorities have passed a resolution by way of a simple majority vote to support the option referred to in paragraph (i); and
 - iii. The assets and liabilities of the authorities shall be distributed as set forth under section (2).
- 2) Where a majority of all participating authorities have passed a resolution supporting the recommendation to terminate this Agreement and to dissolve the operation of SALRC, then upon the payment of all outstanding liabilities under this Agreement, the remaining assets of the authorities shall be distributed on the pro-rata basis of dividing the cumulative student enrollment of the participating authority from the date of it being a participating authority, inclusive of the date of the commencement of the operation of SALRC until the time of effective termination of this

Agreement, by the total cumulative student enrolment of the participating authority from the date of the commencement of SALRC, and then multiplying that fraction by the overall value of the media streaming materials as may be deemed to be appropriate based upon the independent assessment of a third party, or as may be mutually agreed to by the participating authorities.

GOVERNANCE

A) The Joint Committee:

The Members agree to establish a Joint Committee consisting of one (1) representative that is appointed by each member. It is recommended that this person be an authority employee with knowledge in curriculum, professional development, technology or administration.

B) Officers:

- 1) The first meeting of the school year of the Joint Committee shall be held on or before November 30 at which time there shall be elected a Chair and Vice-Chair who shall hold office of the Joint Committee and any other business which may be transacted at any such meeting. If the office of the Chair or Vice-Chair shall at any time become vacant a new Chair or Vice-Chair, as the case may be, shall be elected immediately.
- 2) At the first meeting of the school year of the Joint Committee there shall be appointed a Secretary and a Treasurer, such Treasurer to always be, unless deemed otherwise, the Secretary-Treasurer of the Agent Board.

C) Responsibilities of the Joint Committee:

The Joint Committee shall be vested with the responsibility to:

- 1) Establish policy governing the operation of SALRC
- 2) Establish sub-committees with such persons as it deems advisable and to delegate or impose upon these sub-committees such duties and responsibilities that may be necessary to administer the services provided by SALRC
- 3) Establish and assess the estimated annual fee to be charged on a per student served basis to each member in order to defray the costs incurred by SALRC by March 1st of the fiscal year to which they apply, subject to the right of the Joint Committee to review this annual fee at any time up to the beginning of that fiscal year, where deemed necessary.
- 4) Digital content acquired by SALRC will be evaluated and recommended by the Joint Committee.
- 5) Arrange to broker and purchase services deemed necessary to provide digital content to its members.
- 6) Provide services, in its sole discretion, to individuals responsible for the provision of a home education program, Charter schools, private schools, or First Nations schools on the understanding that:
 - i. Such service may include full access to resources at a fee which shall be assessed on an annual basis;
 - ii. Such a fee shall be no less than that annual fee established under Governance clause C(3) of this Agreement; and
 - iii. Such schools that may receive this service shall have combined membership status as one authority within SALRC and be entitled to one vote on any matter whatsoever involving SALRC;
- 7) Elect officers to the positions set forth in this Agreement; and
- 8) Prescribe and define such procedures and other matters which are not specifically set forth in this Agreement.

D) Responsibilities of the Treasurer/Agent Board:

- 1) The Treasurer of the Joint Committee shall:
 - i. Account for and record the receipts of all accounts receivable, funds and goods from the Members and from other persons or agencies, and pay from these funds all accounts payable and obligations of the Joint Committee;
 - ii. Prepare an annual unaudited financial statement before November 15th of each year covering SALRC's operation for the previous school year, and report to the Joint Committee at such time and in such a manner as the Joint Committee deems necessary;
 - iii. Present the audited financial statement on an annual basis;
 - iv. Communicate with the Members on matters concerning finances.
 - v. Invoice Members annually for regular membership fees and for any additional content licenses that are purchased throughout the year.

E) Quorum:

- 1) No act or proceeding of the Joint Committee is binding unless it is adopted at a meeting at which a quorum of the Joint Committee is present.
- 2) A majority of the full Joint Committee voting members shall constitute a quorum.

This Agreement shall commence on January 1st, 2011 and shall be in force until such time as it is terminated in accordance with the provisions of this Agreement.

IN WITNESS WHEREOF the parties to this Agreement have executed this Agreement on the day and year first above written.

THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE REGIONAL SCHOOL DIVISION NO. 4

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE LETHBRIDGE SCHOOL DISTRICT NO. 51

PER: _____

PER: _____

THE BOARD OF THE TRUSTEES OF THE WESTWIND SCHOOL DIVISION

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE GRASSLANDS REGIONAL DIVISION NO. 6

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE PRAIRIE ROSE SCHOOL DIVISION NO. 8

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE LIVINGSTONE RANGE SCHOOL DIVISION NO. 68

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF THE HORIZON SCHOOL DIVISION NO. 67

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF PALLISER REGIONAL SCHOOLS

PER: _____

PER: _____

REPRESENTATIVES OF THE SOCIETY for CHRISTIAN EDUCATION in SOUTHERN ALBERTA

PER: _____

PER: _____

THE BOARD OF TRUSTEES OF PEIGAN BOARD OF EDUCATION

PER: _____

PER: _____

REPRESENTATIVES OF THE CENTRE for ACADEMIC & PERSONAL EXCELLENCE

PER: _____

PER: _____

REPRESENTATIVES OF NEWELL CHRISTIAN SCHOOL SOCIETY

PER: _____

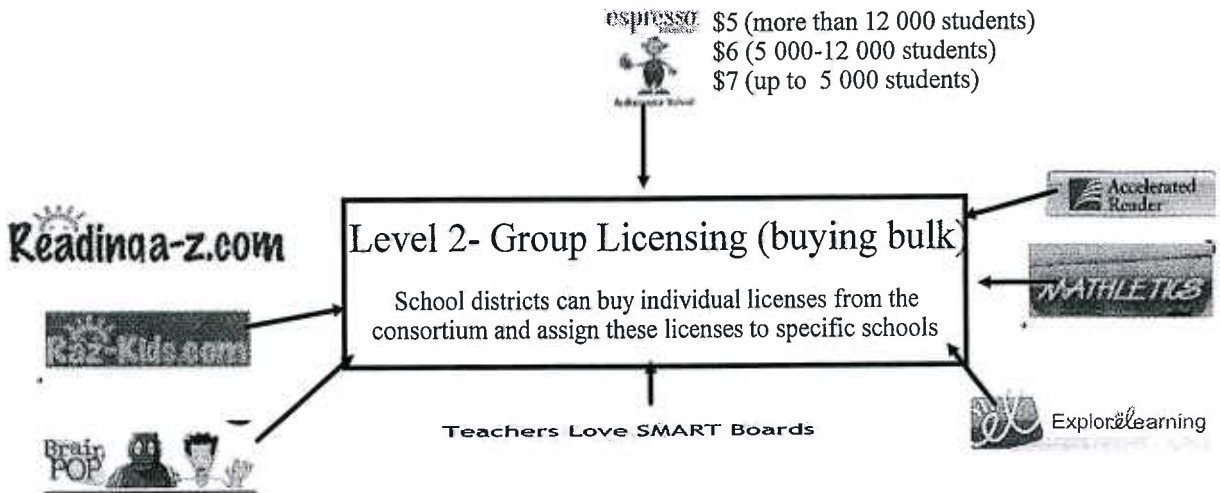
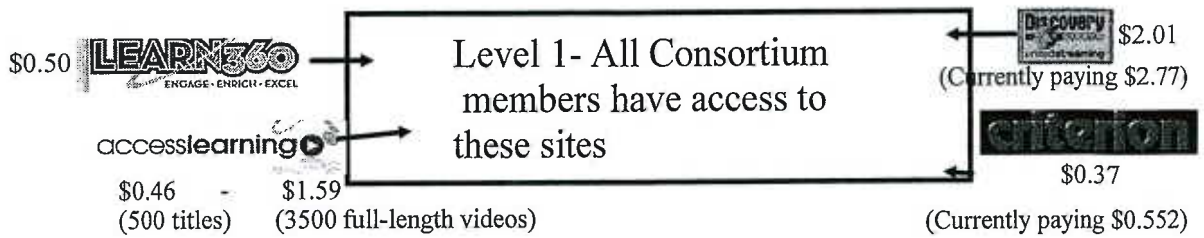
PER: _____

REPRESENTATIVES OF PROVIDENCE CHRISTIAN SCHOOL SOCIETY

PER: _____

PER: _____

SALRC



Memorandum

December 14, 2001

To: Board of Trustees

From: David Leahy, Superintendent of Schools

Topic: Town Hall Meeting

Electronic Enclosure #

Item presented for: Discussion

Background: On Monday, November 29, the Division hosted a Town Hall Meeting at St. Patrick's Parish Hall.

Topics for discussion that night included:

1. Attendance Zone Changes
2. Notre Dame Academy Entrance Criteria
3. Cross Attendance
4. Transportation

A review of the comments generated by town hall participants will be presented to board members by the Superintendent of Schools.

MHCBE December 14, 2010 AGENDA ITEM

DATE: Dec. 14, 2010

NAME: Wayne Schlosser

AGENDA ITEM: 2011-2012 Calendar Drafts

PURPOSE: Information

ATTACHMENTS: Yes

BACKGROUND: These three drafts are consistent with SD 76's Calendar Options i.e. start date for students, Christmas and Easter breaks, and school closing date.

NOTE: Although these are three (3) Options the final version may well be a "hybrid".

**RECOMMENDATION/
DECISION:** That we review the drafts after looking at the attendance trends at our schools involving the split weeks in the 2010-2011 Christmas Break

RESULTING ACTION: Principals are to take these three Options back to their staffs and school councils for input. Such input is to be received electronically by the Deputy Superintendent's office by January 14, 2011.

RESPONSIBILITY:

NOTES:

1. The split Instructional/PD day on November 25 at MMcCoy resulted in a 3-fold increase in absenteeism for the day. That will not be considered for next year.
2. There was significant positive feedback from all staff regarding the 4-day break in November this year...especially the first and second year teachers.

Option A

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

SCHOOL YEAR CALENDAR

2011- 2012 DRAFT

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Option B

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

SCHOOL YEAR CALENDAR

2011- 2012 DRAFT

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MEDICINE HAT CATHOLIC BOARD OF EDUCATION

SCHOOL YEAR CALENDAR

2011- 2012 DRAFT

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ALBERTA EDUCATION

Results of the Fall 2009 Surveys of Beginning Teachers:

The First Phase of the Evaluation of the *Supporting Beginning Teachers Program: Towards a Policy Position on Teacher Induction – Promising Practices*

Strategic Action 7 of the Education Sector Workforce Planning Framework for Action

Project Background

In 2009, The Workforce Planning Branch of Alberta Education introduced a five year plan (2008-2013) entitled *Education Sector Workforce Planning Framework for Action*. This planning framework was developed to address some key concerns with the current and future adequacy of the supply of well-trained teachers, and has the following vision: *In partnership with its stakeholders, Alberta Education will develop strategies, policies and actions to ensure the right people with the right skills are in the right places at the right times to meet the needs of Alberta's learners.*

The planning framework has been developed in collaboration with stakeholders including but not limited to the post-secondary (teacher preparation) institutions, the Alberta Teachers' Association, the College of Alberta School Superintendents and the Alberta School Boards Association. The plan is linked to Goal 2 of the *Government of Alberta Strategic Plan*: Albertans will be well prepared for lifelong learning. Alberta Education's 2009-2012 Business Plan specifically refers to the plan as follows: *implement the Workforce Planning Framework for Action and coordinate the implementation of strategic activities to address emerging challenges within the education sector workforce.*

Strategic Action 7 within the planning framework is entitled "Support beginning teachers through the development and implementation of a provincial program of staged transition." This Action is to implement a pilot induction program to support the transition of beginning teachers from teacher preparation and practicum experience to employment.

Our Involvement:

MHCBE and PRSD are two (2) of eight (8) school jurisdictions that are involved in the production of a Mentorship Video that will be prepared and submitted to AB ED for a fully implemented (and funded) province-wide Induction/Mentorship program (hopefully). We were the first school to be "shot" and this occurred on November 22, 2010 at St. Patrick's School.

Email from Diana Davis (November 10, 2010)

Hi Wayne

As promised, I wanted to send you some Cole's notes from our conversation – if you have any other questions, anything at all – please feel free to contact me at your convenience.

- As you have advised, we will be shooting at one location – **St Patrick's Elementary** – everyone will be coming there to do the interviews and the teachers doing the interviews are also located at this school so B roll will be shot at this location
- Location to do the interviews will probably take place in the video conference room
- Subjects – names to follow are:
 - 2 Protégés and their mentors
 - President of local ATA – one of the mentors
 - Steering committee – representative
 - Principal
 - May be able to get a couple of retired or long standing teachers to give some anecdotes, etc.
- Stage scenes where possible, such as the one day training seminar that happens before the year begins, etc etc
- We will be wanting to get as much access as possible to capture various visuals
 - Teachers doing their job
 - Interaction with students
 - Hustle bustle of the school
 - Location shots – your district – ie shot of the tepee in Medicine Hat

I think that's it Wayne – unless you have something in your notes that I have missed. We would arrive at the school around 8AM to get set up for the interviews – do them in the morning and then spend the rest of the day getting b-roll

Thanks again and we will keep in touch

Diana

DIANA DAVIS
Shadowland Productions Inc.
311 Evergreen Street, Sherwood Park, Alberta, T8A 1J9
Phone: 780.640.3023 Cell: 780.952.3023
Email: diana.sp@shaw.ca

Participants

[REDACTED]	Principal
[REDACTED]	1 st Yr Teacher #1
[REDACTED]	2 nd Yr Teacher #2
[REDACTED]	1 st Yr Mentor #1
[REDACTED]	2 nd Yr Mentor #2
[REDACTED]	Exp. Teacher #1
[REDACTED]	Exp. Teacher #2
[REDACTED]	Exp. Teacher #3
[REDACTED]	Steering Committee
[REDACTED]	Project Lead

NOTE: I am expecting the video by the end of January. St. Pat's staff, who participated, are excited to see it as well.
I will present/premiere it to the Board in a Spring Board meeting (as available).

**Medicine Hat Catholic Board of Education
Board Meeting
December 14, 2010**

PUBLIC MEETING

To: Board of Trustees

From: Greg MacPherson, Secretary-Treasurer

Agenda Item: Alberta School Foundation Fund ('ASFF') – Opted Out

Purpose: Information

Attachments: None

Background: Section 171(3) of the *Alberta School Act* indicates that a resolution of a board certifying to the Minister under the seal of the Division that opts out of ASFF "remains in effect until it is rescinded by the Board by another resolution." Therefore, the current resolution to opt out of ASFF remains in place for Medicine Hat Catholic Board of Education.

The timelines for opting in or out of ASFF are between the date of an election under the *Local Authorities Election Act* and December 31 of the same year.

Recommendation/ Decision: No action require unless the board desires to rescind motion 2088 of November 13, 2007

Resulting Action: None

Responsibility: Secretary-Treasurer