

# Medicine Hat Catholic Board of Education



## PUBLIC AGENDA

**Tuesday, April 16, 2013 – 3:00 p.m**

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

# *Medicine Hat Catholic Board of Education*

## **ACTION AGENDA**

**DATE:** April 16, 2013

**Place:** Catholic Education Centre

**Time:** 3:00 P.M.

	<b>WE ARE CALLED Always and Everywhere to:</b> <b>Model Christ</b> <b>Pray and Serve</b> <b>Build a Faith Community</b>		
1.	<p style="text-align: center;"><b><i>Opening Prayer – Blessing before a Meeting</i></b></p> <p style="text-align: center;"><i>Lord, bless us as we gather today in your name.</i></p> <p style="text-align: center;"><i>Send us the guidance of your Spirit to bring us wisdom and understanding.</i></p> <p style="text-align: center;"><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 wishes.</i></p> <p style="text-align: center;"><i>Help us to grow in faith so that we may serve you and others in all that we do.</i></p> <p style="text-align: center;"><i>We ask this grace through Christ our Lord.</i></p> <p style="text-align: center;"><i>Amen.</i></p>	Dick Mastel	
2.	<p><b><i>Approval of the Minutes of the Regular Board Meeting</i></b></p> <p><b><u>♦Recommendation:</u></b>            THAT the Minutes of the Regular Board Meeting held March 12, 2013 be approved as circulated.</p>	PG	
3.	<p><b><i>Approval of the Minutes of the Special Board Meeting</i></b></p> <p><b><u>♦Recommendation:</u></b>            THAT the Minutes of the Special Board Meeting held April 09, 2013 be approved as circulated.</p>	PG	
4.	<p><b><i>Approval of the Action Agenda</i></b></p> <p><b><u>♦Recommendation:</u></b>            THAT the Action Agenda dated April 16, 2013 be approved as circulated.</p>	PG	1 - 5
5.	<p><b><i>Approval of the Non-Action Agenda</i></b></p> <p><b><u>♦Recommendation:</u></b>            THAT the Non-Action Agenda dated April 16, 2013 be approved as circulated.</p>	PG	6
6.	<p><b><i>Corporate Communications</i></b></p> <p><b><i>6.1 Rotary Music Festival 2013</i></b> - The Board of Trustees congratulates the <b><i>Performers at the 2013 Annual Rotary Music Festival</i></b>. Many groups received awards for high achievement. The Board acknowledges their significant contribution to the success of our School Division in the Annual Rotary Music Festival. <b><i>Congratulations!</i></b> The accomplishments and recognition received by the students is certainly a reflection of the dedication and commitment demonstrated by the Teachers and Support Staff who prepare the groups of students to represent our Division, the Board acknowledges your effort and hard work. The Board of Trustees further congratulates the many students that participated in the Music Festival as individual entries.</p> <p><b><i>Highlights:</i></b> A number of groups received Honours and Gold Seal Performances including nomination(s) to perform at the Provincial Music Festival! Wow! The Rotary Music Festival acknowledges MHCBE for our significant participation overall in the Festival.</p> <p><b><i>6.2 Regional Science Fair 2013</i></b> – The Board acknowledges the <b><i>2013 Regional Science Fair Winners</i></b> for individual entries and group entries. Congratulations to all students who receive awards for high achievement and to all students who entered a project into the Science Fair. The Board of Trustees sends congratulations to the many students who put in the hard work on their science projects. Thank you to the Science Fair School Coordinators, Teachers and Support</p>	PG	

	<p>Staff for your hard work and dedication in preparing the students for this exciting regional event. <b>Highlights:</b> Grand Prize winners Adam Dumanowski and Jordy Sehn will represent our region at the <b><i>National Science Fair in Lethbridge in May</i></b>. Many other winners were acknowledged for outstanding projects as well. MHCBE was well represented with 39 projects out of 86 in total at the Science Fair. Wow!</p> <p><b><u>6.3 8<sup>th</sup> Annual Regional Skills Competition &amp; Trade Awareness Event</u></b> – The Board wishes the best of luck to the students participating in the upcoming skills competition. The event is being held at the <b><i>Medicine Hat College Theatre on Tuesday, April 30, 2013 from 8 am – 3 pm</i></b>. All are invited to come and see our students in action demonstrating their technical skills in the fields of Computer Animation, Aesthetics, Architectural Technology, Auto Service &amp; Auto Body; Baking, Brick Masonry, Cabinet Making, Culinary Arts, Fashion Technology, Hairstyling, Photography, Landscape Gardening, Mechanics and many others!</p> <p><b><u>THE SKILLS COMPETITION EVENT SCHEDULE:</u></b>  Competition: 8:00 am – 3:00 pm  Awards: 4:30 – 5:30 pm  Reception: 5:30 – 8:00 pm</p> <p><b><i>Trustees &amp; Senior Administration are invited to attend to the entire day. However, are asked to <u>RSVP</u> their attendance for the Awards. RSVP is required by April 24, 2013.</i></b></p> <p><b><u>6.4 School Board Trusteeship</u></b> – The School Division has begun actively engaging our community to bring about awareness for School Trusteeship in the upcoming 2013 Municipal Election. Earlier in March 2013 the Alberta School Boards Association asked School Divisions to promote the Information Sessions being offered in local communities across the province. Our Division advertised in partnership with the Public and Rural School Board in our regional area in a collective advertisement on behalf of the three school boards to promote School Board Trusteeship and to advertise the ASBA Information Session held in our community in March 2013. The ASBA was very pleased to hear about our partnership ad and was very pleased with the turnout at their session. The ASBA has expressed their appreciation in the thank you letter which is attached.</p> <p>More recently, on the Division Website at <a href="http://www.mhcbe.ab.ca">www.mhcbe.ab.ca</a> we have posted 5 separate documents including:</p> <ul style="list-style-type: none"> <li>- Path to the Voting Booth</li> <li>- A complete guide to Catholic School Trusteeship</li> <li>- Role of the Medicine Hat Catholic School Board</li> <li>- Role of the Medicine Hat Catholic School Board Trustee</li> <li>- Election Posters</li> </ul> <p>Information is available in both English &amp; French.</p> <p><b><u>6.5 Pembina Hills Regional Division No 7</u></b> – A letter from Pembina Hills addressed to the Chair of the Board reviewing the broader implications to the Alberta Learning Centre resulting from the provincial budget announced in March.</p>		<p>Encl. 7</p> <p>Encl. 8 - 24</p> <p>Encl. 25 - 26</p>
7.	<p><b><u>5:00 pm -PRESENTATIONS</u></b></p> <p><b><u>7.1 Ambassador for Catholic Education</u></b> – Mr. Rob Grisonich, a Principal has been nominated for the prestigious Excellence in Teaching Award for 2013. The Excellence in Teaching Award is a Provincial Award recognizing innovation and outstanding teaching practices. The Board of Trustees for Medicine Hat Catholic Board of Education acknowledges this nomination with an Ambassador for Catholic Education Award. Congratulations to Mr. Grisonich.</p> <p><b><u>7.2 Ambassador for Catholic Education</u></b> – Mr. Drew Loehndorf, a Teacher from St. Michael's School in Medicine Hat for receiving provincial recognition as the regional winner of the <b><i>Certificate of Commendation for Health and Physical Activity</i></b>. This award is sponsored by the Health &amp; Physical Education Council an organization committed to providing leadership in creating healthy active school communities. The Board of Trustees for Medicine Hat Catholic Board of Education acknowledges the honour with an Ambassador for Catholic Education Award. Mr. Ron Blackmer, Principal of St. Michael's School will be in attendance to introduce Mr. Loehndorf.</p> <p><b><u>7.3 Ambassador for Catholic Education</u></b> – Mr. Steven Russell, a Teacher with the Division for</p>		





	<b>13.2 Representative to ACSTA– Mr. Dick Mastel</b> <i>How many Trustees / Senior Administration are attending?</i> <u><a href="#">SPICE</a></u> – April 25 – 28, 2013 <u><a href="#">BLUEPRINTS</a></u> – April 30 – May 3, 2013		
	<b>13.3 Representative to Teacher Board Advisory Committee– Mr. Warren Stark</b>		
	<b>13.4 Representative to ASBA Zone 6 – Mr. Peter Grad</b>		
	<b>13.5 Representative to Support Staff Board Advisory Committee– Mr. Warren Stark</b>		
	<b>13.6 Representative to Parent Association– Mr. Stan Aberle</b>		
	<b>13.7 Salary Negotiations</b> 16.7.1 ATA– Mr. Peter Grad 16.7.2 CUPE– Mr. Dick Mastel		
	<b>13.8 CUPE Staff Board Advisory Committee– Mr. Kelly Van Ham</b>		
	<b>13.9 Spiritual Leadership Scholarship Board Representative BI– Mr. Kelly Van Ham</b>		
	<b>13.10 Spiritual Leadership Scholarship Board Representative – Mr. Stan Aberle</b>		
	<b>13.11 Post - Centennial Planning Board Representative– Mr. Stan Aberle</b>		
<b>14.</b>	<p style="text-align: center;"><i>Closing Peace 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></p>	<b>Dick Mastel</b>	
<b>15.</b>	<u><a href="#">Adjournment</a></u>		

# NON - ACTION AGENDA

DATE: April 16, 2013

Place: Catholic Education Centre

Time: 3:00 P.M.

No.	INFORMATION ITEMS	PAGE
1.	<p><b>1.1 <u>SUPPORT OUR PARISH COMMUNITIES</u></b>  Roman Catholic Diocese of Calgary  Centennial Year 1912–2012 Events:  - <b>May 26, 2013</b>, Centennial Mass in Medicine Hat  - <b>November 4, 2013</b>, Closing Mass at the Jubilee Auditorium, Calgary</p> <p><b>1.2 <u>ELECTION 2013</u></b>  School Board Elections: October 21, 2013  Nomination Day: September 23, 2013  Do you want to be a School Board Trustee? Contact the Catholic School Board Office for information at 403.502.8347.</p> <p><b>1.3 <u>TAXES - DECLARE YOUR SUPPORT for CATHOLIC SCHOOLS</u></b> - <i>The Medicine Hat Catholic Board of Education</i> reminds our community of the importance of declaring your <b>PROPERTY TAXES</b> in support of Catholic Education <b>How do you declare your support?</b> - To ensure your property taxes are supporting Catholic Schools, you must declare your Catholic school support as <b>"Separate"</b> on your annual property assessment notice. <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. <b>Thank you for your supporting Catholic Schools.</b></p> <p><b>1.4 <u>ANNIE JR.</u></b>  <b>St. Mary's School proudly presents Annie Jr.</b>  Based on "Little Orphan Annie" this classic comes to life on stage at the Esplanade with two nightly shows on <b>Wednesday, April 24, 2013 and Thursday, April 25, 2013. Showtime at 7:00 pm.</b> Tickets are \$12. Click on the link to <a href="http://www.tixx.ca">www.tixx.ca</a> to reserve your seat. This is guaranteed to be a fabulous performance. Book your tickets early, you won't want to miss this St. Mary's School Production!</p> <p><b>1.5 <u>INTO THE WOODS JR.</u></b>  <b>Monsignor McCoy High School</b> presents <b>Into The Woods Jr.</b> Brothers Grimm fairy tales go Broadway! Into the Woods Junior is an engaging and funny musical comedy that twists familiar fairy tales into a brand new story. When a Baker and his Wife learn they've been cursed with childlessness by the Witch next door, they embark on a quest for the special objects required to break the spell; swindling, deceiving and stealing from Cinderella, Little Red Riding Hood, Rapunzel and Jack (the one who climbed the beanstalk)! It is a colourful and uplifting musical with a wonderful message. <b>Medicine Hat College Theatre April 18th, 19th and 20th at 7:30pm; April 20th at 1:30pm</b>  Great for all ages and family approved! Runs approximately 85 minutes. \$10 for youth and students and \$20 for Adults (+s/c). Tickets available at the Esplanade or at <a href="http://www.tixx.ca">www.tixx.ca</a> or Medicine Mall.</p>	<p>Encl. 113</p> <p>Encl. 114</p>

## Notice of Public Board Meetings

- All regularly scheduled Public Board Meetings are the **2<sup>nd</sup> Tuesday** of each month held at the Catholic Education Centre located at 1251 – 1<sup>st</sup> Avenue SW (unless otherwise advertised).
- Public Board Meetings for the Medicine Hat Catholic Board of Education will begin at **3:00 pm** with **presentations at 5:00 pm** (unless otherwise advertised).
- **General Public welcome to attend - Information @ [www.mhcbce.ab.ca](http://www.mhcbce.ab.ca)**



## **8th Annual Regional Skills Competition and Trade Awareness Event**

- *Developing Experience*
- *Developing Direction*
- *Developing Opportunities*

**Tuesday, April 30, 2013**  
**Medicine Hat College**

**Competition:** 8:00 am - 3:00 pm

**Awards:** MHC Theatre 4:30 pm - 5:30 pm

**Reception:** CRAVE (Student's Lounge) – 5:30 pm - 8:00 pm  
(Snacks and a No Host Bar – Please RSVP for the reception.)

RSVP by April 24th, 2013 to Sue Feeney  
Ph: (403) 527-0867 Email: [seaskills@thehat.ca](mailto:seaskills@thehat.ca)





April 11, 2013

Della Dewald  
Executive Assistant and Communications  
Medicine Hat Catholic Board of Education  
1251 - 1st Avenue SW  
Medicine Hat, Alberta T1A 8B4

Dear Ms. Dewald,

On behalf of the ASBA I wanted to thank you, and through you, Prairie Rose School Division, Medicine Hat Catholic Separate Regional Division and Medicine Hat School District No. 76 for sponsoring the attached advertisement about the ASBA's March 19 Info Session for Trustee candidates. I am pleased to say 14 people attended the evening.

Beyond effectively promoting the evening event, the advertisement served to raise the profile of the role of trusteeship and school boards and the upcoming election – which is our long term goal.

Thank you very much.

A handwritten signature in black ink, appearing to read 'Suzanne Lundrigan', is written over a light blue horizontal line.

Suzanne Lundrigan  
ASBA Communications

Enclosure

cc Mr. Peter Grad, board chair, Medicine Hat Catholic  
Mr. Terry Riley, board chair, Medicine Hat Public Schools  
Mrs. Marian Peers, board chair, Prairie Rose School Division



Be part of making big decisions...

**become  
a school  
trustee**

School Boards make important decisions—they decide how education is delivered locally that impacts the development of children and your community.

Our Local Schools Boards are inviting you to consider putting your name forward:

**Medicine Hat Catholic Separate  
Regional Division #20**

**Medicine Hat School District #76**

**Prairie Rose School Division #8**

*Did you know* Alberta's 62 School Boards made up of 450 Trustees, make decisions about how to educate 585,000 children in K-12 and guide the expenditure of 6 Billion tax dollars?

Our communities will be voting in the upcoming Election in Alberta this October and Local School Boards are inviting you to start thinking about becoming a School Board Trustee.

**Not sure if this is for you? Ask Yourself...**

- Do you value the decisions made around education in your community?
- Are you an effective communicator?
- Are you a team player?

If you answered **yes**, and you are interested in serving your community to ensure the wishes of parents, students and community members are reflected in the management and operation of our local schools, then you have the qualities to be a successful School Board Trustee.

The **Alberta School Boards Association** is hosting a local Information Session to talk about **Is School Trusteeship for me?** Please plan to attend.

**Tuesday, March 19, 2013 @ 7pm**  
**Medicine Hat Lodge,**  
**1051 Ross Glen Drive SE**

This session is free but we ask you to register on-line [www.asba.ab.ca](http://www.asba.ab.ca) or call 1.780.482.7311

**School Board Elections: October 21, 2013**  
**Nomination Day: September 23, 2013**



**For more information call 1.780.482.7311 or visit the ASBA website at [www.asba.ab.ca](http://www.asba.ab.ca)**

41135365-03/16/13

March 09, March 16, 2013

# CALLED TO THIS VOCATION

*Serving as a Catholic School Trustee*

**Become a Catholic School Trustee on  
October 21, 2013**



*A Prayer for Trustees and Electors*

*Dear Lord,*

*We feel your presence in every aspect of our life.  
You enter our thoughts and actions,  
let us be alive to your voice in our hearts and in our minds.*

*Guide us, Lord, as we enter into this election season.  
When we are faced with difficult choices,  
fill our decisions with your will for us  
and your desire for the betterment of the world.*

*Be with us as we call for your assistance  
to navigate this political terrain,  
let us open ourselves to your voice  
and be always ready and willing to embrace  
the beacon of your light.*

*We ask this in your name,  
Amen*



## *Called to Serve as Catholics*

**A**lberta's boasts a publicly-funded educational system where Catholic education holds a distinct role.

This role has strong historic roots, existing prior to the creation of the province, and was constitutionally enshrined in the *Alberta Act, 1905*. Today, Catholic education is celebrated and continually strengthened through Alberta's publicly funded education system. The Alberta government's is committed to providing Alberta students with an exceptional education system that offers them choice of attending a Catholic school.

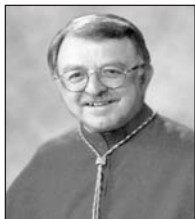
Catholic education is a unique partnership between the school, home and parish. Together this triad seeks to develop a student's whole person by integrating academic excellence and faith. The central focus of Catholic education is Jesus Christ.

Catholic schools are distinctive faith communities that nurture the spiritual, academic and physical needs of students through the integration of the Alberta Education curriculum with gospel values and sacramental life. Christ is the centre of the Catholic school and his presence and teaching permeate the school building.

Catholic schools offer an integrated curriculum of faith formation and academic development in an effort to form the student's whole person. This puts Catholic schools in a unique position within the publicly-funded education system, one that is celebrated by the community and guided by the work of the Catholic school trustee.

This booklet is meant to explore the unique place that Catholic schools have in Alberta. In addition, it will discuss the role of the Catholic school trustee and inform Catholic school electors of their unique role in the Catholic partnership between school, home, and parish. This booklet is intended only as an introduction and guide. For additional information, please contact your local school board, Alberta Education, the Alberta Catholic School Trustees' Association, or the Alberta School Boards Association.

*A Letter from Bishop Frederick Henry,  
Alberta Catholic School Trustees' Association Liaison Bishop*



My dear Brothers and Sisters in Christ:

The Risen Jesus continues to say, "Come, follow me" (Mk 10:21).

Accepting his invitation means no longer choosing our own path. Following him means immersing our own will in the will of Jesus, truly giving him priority, giving him pride of place in every area of our lives: in the family, at work, in our personal interests, in ourselves. It means handing over our very lives to Him, living in profound intimacy with Him, entering through Him into communion with the Father in the Holy Spirit, and consequently with our brothers and sisters. This communion of life with Jesus is the privileged "setting" in which we can experience hope and in which life will be full and free.

The heart and soul of Catholic education is Jesus Christ, and our school system finds its very reason for existence in its communication of the Christian message. As evangelizers we are called to bring Christ's message into both old and new places in our communities. Some of the members of the faith community are called to discern whether they should offer themselves as candidates for the special ministry of Catholic trusteeship. This entails a commitment to putting the values of our faith into practice in the daily life of the school with a view to the multi-dimensional growth and development of our young people and the enrichment of the larger society.

All Catholic Separate school boards are both "Catholic" and "Separate", the first adjective being an ecclesiastical designation and the second being a legal designation in civil law. Catholic trustees are called upon to adhere to the principles and intent of both Canon Law and Civil Law. In this way the authority, responsibility and jurisdiction of Catholic Separate school trustees is considerably complicated compared to their non-Catholic Public school counterparts, which are called upon only to adhere to the constraints of civil law.

This booklet reminds us all of our mission. I commend the Alberta Catholic School Trustees' Association for developing and publishing this document. It will help to focus our attention on the importance of Catholic education in the province of Alberta.



Frederick Henry  
Bishop of Calgary  
March 2013

The Catholic school finds its true justification in the mission of the Church; it is based on an educational philosophy in which faith, culture and life are brought into harmony. Through it the local Church evangelizes, educates, and contributes to the formation of a healthy and morally sound lifestyle among its members. The Holy Father affirms that “the need for the Catholic school becomes evidently clear when we consider what it contributes to the development of the mission of the People of God, to the dialogue between the Church and the human community, to the safeguarding of freedom of conscience....” Above all, according to the Holy Father, the Catholic school helps in achieving a double objective: “Of its nature it guides men and women to human and Christian perfection, and at the same time helps them to become mature in their faith. For those who believe in Christ, these are two facets of a single reality.” (*Religious Dimension of Education* #34)



# Path to the Voting Booth

## **This is a general outline.**

Please consult the *Local Authorities Election Act* and the *School Act* for all information.

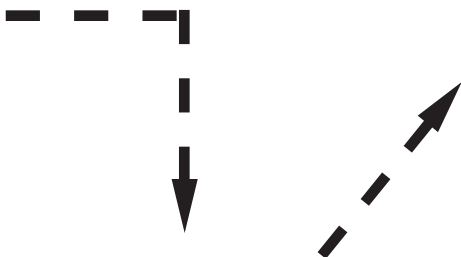
These acts are available on the ACSTA website ([www.acsta.ab.ca](http://www.acsta.ab.ca)), the Alberta Government website, and the Alberta School Boards Association website.

## **STEP ONE:**

### **Who can run as a Catholic trustee?**

#### Candidates

- must be eligible to vote in the election
- must be of the same faith as those they seek to represent on the Separate school board
- must be a resident of the local jurisdiction and the ward, if outside a city, for the six consecutive months immediately preceding nomination day
- not otherwise ineligible or disqualified  
(as outlined in Sections 22, 23, 24 of the *Local Authorities Election Act*)



## **STEP TWO:**

### **After deciding to run as a Catholic trustee**

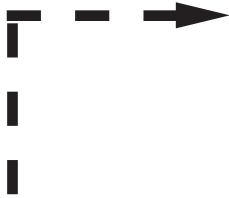
You must file your nomination papers.

**Nomination papers are due:**  
**September 23, 2013 between 10 am and 12pm.**

Please confirm this information with your local school board office as local authorities may set different dates and times.

Also consult them for the number of signatures needed on your nomination papers and who is eligible to sign your nomination papers.

# A Guide to Oct 21, 2013



## STEP THREE:

### Campaigning

Now is your chance to get your ideas heard and have valuable conversations with people about Catholic education.

## STEP FOUR

**Election Day: October 21, 2013**  
**Head to the voting booth!**

Who is eligible to vote?

- you must be at least 18 years old
- you must be a Canadian citizen
- you must be a resident of Alberta for the six consecutive months immediately preceding election day
- you must be a resident in the area on election day

The success of Catholic schools depends on everyone in the faith community. While some are called to run as candidates for trustee, others are called to be supporters of Catholic education.

Whether it is in the classroom, home, or parish, every member of the faith community has a responsibility to ensure the vibrancy of our Catholic schools today and far into the future. An election is an opportune time for the community to have its say in Catholic education.

### A note on Residency and Faith:

Where there is no Separate board in a geographical area, a person of any faith may run for the school board. Where there is a Separate and Public board in the same geographical area, people having the same faith as the Separate board are only eligible to run for the Separate board. Other people are only eligible to run for the Public board.

In these sections, Roman Catholic includes all members of the Roman Catholic Church and all of the Eastern Catholic churches which recognize the Pope as the head of the Church.

## *What do School Trustees do?*

*(from the Alberta School Boards Association)*

Alberta school boards help shape the future of local communities by governing the education of young people. The provincial government, through the minister of education, grants school boards the authority to make decisions regarding the direction and quality of local public education. Accountability to the public is entrenched through the election of local school board trustees every four years. The school board election is October 21, 2013.

### **School Board Responsibilities**

It's up to school boards to ensure all children in the community receive a quality education. Specific school board responsibilities include:

- Communicating, informing and involving parents, staff, and the community-at-large in school board decisions and activities.
- Adopting an annual budget that achieves jurisdiction priorities.
- Setting goals and priorities for the jurisdiction that achieve provincial education standards, meet the needs of students and reflect the community's wishes.
- Making and enforcing policies that set out standards and expectations regarding the actions of administration, teachers, and students.
- Lobbying the municipal and provincial governments on education issues of importance to the jurisdiction.
- Adjudicating policy or decision appeals.
- Hiring and evaluating the superintendent.

### **The Role of Trustees**

A key responsibility for trustees is to stay in touch with community stakeholders so that they understand, and reflect in their decision-making, what all citizens value and want from their local public schools. It's important to note that trustees do not represent any one school, neighbourhood or community. Rather, they make decisions based on the needs of the entire jurisdiction. As elected officials, trustees have these roles:

*Communicators:* Trustees ensure the community has a say in what children learn by communicating effectively with stakeholders and ensuring their concerns and wishes are heard.

*Planners:* Trustees develop plans to deal with student needs and to actively participate in the economic and social strength of local communities.

*Policy makers:* Trustees create policies to guide administration and staff. They also evaluate the impact of these policies and make adjustments where necessary.

*Advocates:* Trustees address and seek resolution of public education issues of importance to students, parents, and the community at large.

*Educators:* Trustees play a key role in developing tomorrow's citizens because they have the ability to make independent decisions that impact the direction and quality of public education.

*Adjudicators:* Trustees hear and make judgments concerning local education decisions, procedures or policies that individuals, groups or the public feel are unfair or improper.

*Lobbyists:* Trustees communicate with municipal and provincial governments to ensure those who influence funding and other resources hear the voice of the local community.

*Legislators:* Trustees make decisions that have the status and impact of law – for example, decisions governing and enforcing the conduct of students and staff.

*Politicians:* Trustees are elected every four years to govern the local public education system on behalf of the community. The democratic process ensures the public is engaged in the public education system.





## *Becoming a Catholic School Trustee*

Catholic schools are governed by locally-elected Catholic school boards comprised of Catholic trustees. They are a vital link between the school, the church, the community, and the government, and they provide an essential Catholic oversight of the school division or district. The Catholic school trustee, answering the vocation of trusteeship, is a steward for the Catholic school. This vocation is a call from the Church and the community to bring together faith and political life to share in the central mission of the Church: passing our Catholic faith on to our children.

To be a Catholic school trustee represents a dual challenge: trustees must ensure that students are provided an education, while at the same time ensuring that Catholic principles and values are reflected in policies and practices of the school board, thus establishing an education system that is permeated by faith. In practice, this plays out in trustees being accountable to both government legislation, as well as *Canon Law* (Church Law).

Through legislation, the government delegates much of its authority for the governance of education to locally elected boards. Catholic school boards are also accountable to the bishop in their diocese.



## **What does a Catholic School Trustee Do?**

- As Catholic trustees, Catholic education is entrusted to us. We must hold within ourselves a deeper understanding of and commitment to the nature of Catholic education.
- As Catholic trustees, we ensure that the essence of Catholic education, formed through partnership of home, school and parish, is recognized and supported in the political arena.
- As Catholic trustees, we ensure the support and encouragement of our teachers and school staff by providing them with opportunities for faith formation
- As Catholic trustees, we ensure that our educational leaders are able to examine their unique role in shaping the faith life of their school.
- As Catholic trustees, we ensure that our students are seen as individuals and given the chance to study in a learning environment permeated by Gospel values and sacramental life.
- As Catholic trustees, we are evangelizers of the good news of Christ in all aspects of our lives.
- As Catholic trustees, we are stewards of our Catholic faith; with care, we tend to it in our own live and we foster it in the lives of all whom we encounter

Catholic school trusteeship is a unique vocation which serves the Church and the community. The Catholic school trustee plays an integral part in ensuring that Christ is the heart and soul of every Catholic school. The uniqueness of Catholic education lies in the fact that its purpose and end is holiness.

## **ACSTA Member Boards**

Calgary RCSSD No. 1  
Christ the Redeemer CSRD No. 3  
Conseil scolaire catholique et francophone du Sud de l'Alberta  
Conseil scolaire Centre-Est No. 3  
Conseil scolaire Centre-Nord  
Conseil scolaire du Nord-Ouest No. 1  
East Central Alberta CSSRD No. 16  
Edmonton CSSD No. 7  
Elk Island CSRD No. 41  
Evergreen CSRD No. 2  
Fort McMurray RCSSD No. 32  
Grande Prairie RCSSD No. 28  
Greater St. Albert RCSSD No. 734  
Holy Family CRD No. 37  
Holy Spirit RCSR No. 4  
Lakeland RCSSD No. 150  
Living Water CRD No. 42  
Lloydminster RCSSD No. 89  
Medicine Hat CSRD No. 20  
Red Deer CRD No. 39  
St. Paul ERD No. 1  
St. Thomas Aquinas RCSR No. 38  
Yellowknife Catholic Schools



For more information on Catholic schools in Alberta and the Northwest Territories, please contact the Alberta Catholic School Trustees' Association or your local Catholic school board.

#205, 9940 106 Street  
Edmonton, AB  
T5K 2N2  
Tel: (780)484-6209  
Fax: (780) 484-6248  
Email: [admin@acsta.ab.ca](mailto:admin@acsta.ab.ca)  
Web: [www.acsta.ab.ca](http://www.acsta.ab.ca)

## Policy 3

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### ROLE OF THE TRUSTEE

The role of the trustee is to contribute to the Board as it carries out its mandate in order to achieve its mission and goals. The oath of office taken by each trustee when s/he assumes office binds that person to work diligently and faithfully in the cause of public education.

Alberta's Catholic Schools exist to offer Catholic parents a distinct system of education for their children. The trustees of a Catholic school board are empowered by the community to fulfill both the educational requirements set forth by the government and the vision of the faith community.

This presents Catholic school trustees with a unique, dual challenge. They must ensure that students are provided an education, which includes literacy skills, the ability to interpret and communicate information, analyze quickly and creatively, and solve problems effectively. At the same time, a Catholic school board must ensure that Catholic values and principles are reflected at all times in its policies and practices.

As leaders in the faith community, Catholic trustees require an understanding, a willingness to grow and a commitment to bearing daily witness to the faith. To meet this challenge, Catholic trustees are entrusted with certain denominational school rights, powers and privileges enshrined in the Canadian Constitution. They exercise these rights with the religious guidance of parish and diocesan authorities.

The Board of Trustees is a corporation. The decisions of the Board in a properly constituted meeting are those of the corporation. A trustee who is given corporate authority to act on behalf of the Board may carry out duties individually, but only as an agent of the Board. In such cases, the actions of the trustee are those of the Board, which is then responsible for them.

As a result of elections, the Board may experience changes in membership. To ensure continuity and facilitate smooth transition from one Board to the next following an election, trustees must be adequately briefed concerning existing Board policy and practice, statutory requirements, initiatives and long-range plans.

The Board believes an orientation program is necessary for effective trusteeship.

1. The Division will offer an orientation program for all newly elected trustees that provide information on:
  - 1.1 Role of the trustee and the Board;
  - 1.2 Organizational structures and procedures of the Division;
  - 1.3 Board policy, agendas and minutes;

- 1.4 Existing Division initiatives, annual reports, budgets, financial statements and long-range plans;
  - 1.5 Division programs and services;
  - 1.6 Board's function as an appeal body; and
  - 1.7 Statutory and regulatory requirements, including responsibilities with regard to conflict of interest.
2. The Division will provide financial support for trustees to attend Alberta School Boards Association and Alberta Catholic School Trustees Association sponsored orientation seminars.
  3. The Board Chair and Superintendent are responsible for developing and implementing the Division's orientation program for newly elected trustees. The Superintendent shall provide each trustee with access to the Board Policy Handbook and the Administrative Procedures Manual at the organizational meeting following a general election or at the first regular meeting of the Board following a by-election.
  4. Incumbent trustees are encouraged to help newly elected trustees become informed about the history, functions, policies, procedures and issues.

### **Specific Responsibilities of Individual Trustees**

1. Become familiar with Division policies and procedures, meeting agendas, and reports in order to participate in Board business.
2. Refer queries, or issues and problems not covered by Board policy, to the Board for corporate discussion and decision.
3. Refer administrative matters to the Superintendent. The trustee, upon receiving a complaint from a parent or community member about operations, will refer the parent or community member back to the school or department and will inform the Superintendent of this action.
4. Keep the Superintendent and the Board informed in a timely manner of all matters coming to his/her attention that might affect the Division.
5. Assist the Superintendent with counsel and advice, providing the benefit of the trustee's judgment, experience and familiarity with the community.
6. Attend meetings of the Board; participate in, and contribute to, the decisions of the Board in order to provide the best solutions possible for education within the Division.
7. Model the values and requirements of a practicing Catholic and participate in parish and church activities.
8. Ensure that Catholic values and principles are reflected at all times in the Board's policies and practices.

9. Support the decisions of the Board and refrain from making any statements that may give the impression that such a statement reflects the corporate opinion of the Board when it does not. A trustee acting individually has only the authority and status of any other citizen of the Division.
10. When delegated responsibility, exercise such authority within the defined limits in a responsible and effective way.
11. Participate, subject to Board approval, in Board/trustee development sessions so that the quality of leadership and service in the Division can be enhanced.
12. Stay current with respect to provincial, national and international educational issues and trends.
13. Share the materials and ideas gained with fellow trustees at the Board meeting immediately following a trustee development activity.
14. Strive to develop a positive and respectful learning and working culture both within the Board and the Division.
15. Attend Division or school community functions when possible.
16. Become familiar with, and adhere to, the Trustee Code of Ethics.
17. Report any violation of the Trustee Code of Ethics to the Board during an in-camera session.

Legal Reference: Section 60, 61, 68, 76, School Act  
Section 6, Commissioner of Oaths Act



## Pembina Hills Regional Division No. 7

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5310 - 49 Street

Barrhead, Alberta - Canada

T7N 1P3

Phone: (780) 674-8507/8517

Fax: (780) 674-8536

March 13, 2013

Peter Grad, Board Chair  
Medicine Hat Catholic Separate Regional Division No. 20  
1251 - 1 Avenue S.W.  
Medicine Hat, AB T1A 8B4

Dear Peter:

Since the Alberta Budget was announced on March 7, we have been contacted by a number of our valued partners with questions about the implications of Thursday's budget announcement on Alberta students, teachers and school authorities.

Specifically, we have received a number of inquiries about a line item contained within the Funding Manual for School Authorities 2013/2014 School year:

**"School authorities with students taking ADLC courses, will be funded at 44% of the respective CEU Tier rate"**

<http://education.alberta.ca/media/6858008/summaryofsignificantchanges.pdf>

We understand the impact of this announcement on Alberta students is significant. We are also continuing to explore the broader implications of what this change means for students served through our partner teachers, schools and school authorities. While there are many unknowns at this time, there are a few things we do know:

Since 1923, Alberta Distance Learning Centre, and its predecessor, Alberta Correspondence School, have been key collaborative partners working cooperatively supporting all Alberta school jurisdictions.

For 90 years, ADLC has had a significant impact on diverse populations of students through the delivery of distance education, and we will continue working in that spirit.

While the recent budget announcement presented us with a challenge, with challenge comes opportunity.

In the days to come, we look forward to talking with your jurisdiction about our place in offering anywhere, anytime, any pace education to students across the province. ADLC is committed to working with school jurisdictions to deliver on the vision of Inspiring Education for Alberta students.

Based on 2011-2012 High School CEU level of courses taken through ADLC, the projected loss in funding to your jurisdiction is \$175,961.





## Pembina Hills Regional Division No. 7

5310 - 49 Street

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T7N 1P3

Phone: (780) 674-8507/8517

Fax: (780) 674-8536

If you have any questions about the projected loss or would like a copy of the breakdown by course, please contact Colleen Symyrozum-Watt, Superintendent of School at 780-674-8525 or by email at [colleen.symyrozum-watt@phrd.ab.ca](mailto:colleen.symyrozum-watt@phrd.ab.ca) or Ray Battochio, Assistant Superintendent – ADLC, at 780-674-5333 ext. 5141, or by email at [ray.battochio@adlc.ca](mailto:ray.battochio@adlc.ca).

We are truly grateful for your support now and in the future, and we look forward to working with your jurisdiction to provide enhanced learning opportunities for students in your jurisdiction.

Sincerely,

A handwritten signature in blue ink, reading "S. Volorney".

Sharon Volorney,  
Chair, Board of Trustees  
Pembina Hills Regional Division No. 7



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

### **Board Meeting Agenda Item**

**April 16, 2013**

### **Public Meeting**

### **Memorandum**

**To:** Board of Trustees

**From:** Board Chair

**Agenda Item:** Government of Alberta/ ATA Framework Agreement

**Purpose:** Decision Making

**Strategic Plan Reference:** Efficient and Effective Operations

**Enclosures:**

1. Draft Government of Alberta/ ATA Framework Agreement
2. Draft ATA Comfort Letter
3. Draft ASBA Comfort Letter
4. MHCBE Media release

**Background:**

The ATA and Government of Alberta developed a draft framework for the ATA collective agreement and presented to the ASBA on March 13, 2013. This framework was presented to member boards on March 15, 2013. On March 20, 2013 the MHCBE held a Special Board Meeting to recommend to ASBA that ASBA endorse the Provincial Agreement between the Government of Alberta and the ATA.

The draft framework requires that all parties, including MHCBE and the Medicine Hat Teachers union ratify the Framework Agreement by May 13, 2013

Once all parties have ratified the agreement, School Boards and the union local have until December 31, 2013 to conclude certain local bargaining enhancements to the collective agreement.

**Recommendation/Decision:** BE IT RESOLVED THAT, the Board of Trustees for the Medicine Hat Catholic Board of Education ratifies the Framework Agreement between the Government of Alberta, the ATA and the ASBA subject to the terms as outlined in the Framework Agreement.

**Resulting Action:** Provide the Minister and the ATA with notification that MHCBE has ratified the framework agreement

**Responsibility:** Secretary-Treasurer

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## **FRAMEWORK AGREEMENT**

**BETWEEN THE PARTIES: HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF ALBERTA (GOVERNMENT), THE ALBERTA TEACHERS' ASSOCIATION (THE ASSOCIATION) AND THE ALBERTA SCHOOL BOARDS ASSOCIATION (ASBA)**

**In this Framework Agreement, "teacher" means a member of an Association Bargaining Unit**

### **Part A: Term and Scope**

- a. Term from the date of signing until August 31, 2016.
- b. Will involve 62 School Jurisdictions ("School Jurisdictions") listed in Appendix A and the Association in each of its respective 62 bargaining units (Association Bargaining Units).
- c. Will result in collective agreements for a four-year term from September 1, 2012 to August 31, 2016.

### **Part B: Teacher Compensation**

1. Percentage increases are set out below for each year of the four-year term and will apply only to salaries as set out in the Collective Agreement grid, other rates of pay, allowances and substitute teacher daily rates of pay. Where those provisions are expressed in dollar amounts and not percentages, the dollar amounts will increase by the applicable percentages.

The following rates will apply:

- 2012-13- 0%
  - 2013-14- 0%
  - 2014-15- 0%
  - 2015-16- 2% - effective September 1, 2015
2. A one-time lump-sum payment of 1% of the annual salary as set out in the Collective Agreement grid in effect as of November 15, 2015 will be paid to all teachers on contract on that date, funded by Government and paid no later than the end of December of 2015.
  3. Grid Changes for Specified School Jurisdictions as follows:
    - a. "Adjusted Provincial Average" means the average category 4 maximum (C4MAX) grid salary for the School Jurisdictions listed at Appendix A, excepting for Northland School Division, Fort McMurray RCSSD, Fort McMurray SD, Fort Vermilion SD, and Peace River SD,
    - b. Where the 2011-12 salary in a Collective Agreement for C4MAX is less than the Adjusted Provincial Average, then the C4MAX salary for that school jurisdiction shall be increased to the Adjusted Provincial Average effective September 1, 2014, (as listed in Appendix B) and,
    - c. The amount of percentage increase required to adjust the C4MAX salary to the Adjusted Provincial Average shall also be applied to all other grid positions in the affected Collective Agreement.

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## **Part C: Teacher Workload**

### **1. Internal Alberta Education Review**

Upon the ratification of this Framework Agreement, Government will commence an internal review to determine what Alberta Education initiated tasks can be eliminated or modified to reduce teacher workload. Government will provide a report to the Parties by June 30, 2013. Over the course of the term of this Framework Agreement, Government will do ongoing analysis with a commitment to further reduce unnecessary tasks. One of the elements of the internal review will be to identify the time required by teachers to undertake existing and any new tasks initiated by Alberta Education. Government will consult with the Association and the ASBA but Government will make the final decision in determining any changes to existing or new initiatives.

### **2. Internal School Jurisdiction Review**

Upon the ratification of this Framework Agreement, within each school jurisdiction a joint committee will be established and maintained for at least the duration of this Framework Agreement to design, direct and conduct internal reviews to determine what jurisdiction-initiated tasks or policies can be eliminated or modified to reduce teacher workload and improve teacher efficacy. The committee shall be comprised of representatives of the School Jurisdiction named by the School Jurisdiction, teachers named by the Association Bargaining Unit and a facilitator provided by Alberta Education. The school jurisdiction and Association Bargaining Unit shall jointly determine the size and composition of the committee such that it reflects the diversity of teaching circumstances across the jurisdiction.

The Committee shall complete an initial report by October 31, 2013 including recommendations for further study and an initial action plan. The report shall be provided to the three parties to this Framework Agreement. In implementing the initial and subsequent action plans, the School Jurisdiction shall consult with the Association Bargaining Unit, but shall make final decisions concerning the changes to School Jurisdiction determined policies and practices, reporting the same to the Committee. This Committee shall meet at least semi-annually.

Subsequent to Oct 31, 2013, a teacher or a group of teachers from one school may appeal to the principal and, if necessary to the superintendent, if they believe the issues in the report have not been addressed or in the event no report is released. If they are not satisfied by the decision of the superintendent, the Association may refer the matter to the Exceptions Committee as outlined in Part C 10. This Exceptions Committee will provide recommendations to all parties.

### **3. Third Party Study**

Government will commission a third party study on workload for classroom teachers, school administrators and other members of the Association Bargaining Units. The project and its parameters will be guided by an advisory committee that includes representatives named by the ASBA, the Association and the Government. The advisory committee will recommend the timelines and goals, and will provide recommendations to the Minister about the implementation of the third party study. The advisory committee will have its initial meeting by May 31, 2013. The study must be comprehensive, and reflect a complete cycle in the school year.

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4. Teacher Development and Practice Advisory Committee

Government agrees to establish a Teacher Development and Practice Advisory Committee (TDPAC) by September 1, 2013.

- a. The Minister of Education will appoint to the Committee
  - i. the Association's President and Executive Secretary.
  - ii. other certificate holders from a list of candidates provided by the Association, which shall include teachers currently holding a principal designation and as well as active classroom teachers whose assignments and professional activities are representative of the diverse range of teaching experiences in Alberta, to constitute at least one-half of the Committee's members, including the Association President and Executive Secretary.
  - iii. representatives as deemed appropriate by the Minister, from the ASBA and other education stakeholder groups, business and industry, post-secondary institutions, and the public.
- b. The Chair of the TDPAC shall be appointed by the Association from its representatives on the Committee. The Vice-Chair of the Committee shall be appointed by the Minister.
- c. The TDPAC will advise the Minister:
  - i. on any matter that would support or define the role of the teacher and the profession for the 21st century,
  - ii. on a recommendation from the Association on a continuing education requirement for all certificate holders to be administered by the Association. Should the Minister accept the recommendations of the Committee on a continuing education requirement for all certificate holders, the Minister will recommend the introduction of the necessary legislative and regulatory changes,
  - iii. on changes to legislation, regulation or policy that would allow greater access for non-certificate holders to provide instruction to students in subject areas where qualified teachers are not available, and
  - iv. on any other matter the Minister requests the TDPAC to consider.
- d. The Minister will consider any advice or recommendations which receive a two-thirds majority approval vote from the TDPAC members. However, the Minister in his sole discretion may determine whether to accept or reject the TDPAC recommendations.
- e. The TDPAC term shall be at least the term of this Framework Agreement.

5. Professional Development

To implement elements of Inspiring Education, teachers must engage in ongoing professional development that considers School Jurisdiction, school, and personal professional goals. Commencing in the 2013-14 school year, each School Jurisdiction will ensure that time is dedicated from within the currently allotted non-instructional days or those times during the school year such as early dismissal days when students are not in attendance, to enable classroom teachers to:

- a. collaborate with their colleagues in a professional learning community setting to benefit student learning and mitigate teacher workload, and
- b. address the goals of their Personal Professional Growth Plan.

Teachers who believes that insufficient time has been dedicated to professional development may appeal to the principal, and if necessary the superintendent. If they are not satisfied by the decision the superintendent, the Association may refer the matter to the Exceptions Committee as outlined in Part C 10.



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6. Liaison Committees

Recognizing the advantages derived from effective and ongoing communication between the School Jurisdiction and teachers, each School Jurisdiction and their respective Association Bargaining Unit agree to establish a liaison committee if one does not already exist. The liaison committee will facilitate discussions on matters relating to teaching and the learning conditions. The liaison committee does not have a mandate to engage in collective bargaining.

7. Lieu Days for Principals

Effective September 1, 2013, School Jurisdictions will ensure that school-based principals will be granted two (2) paid leave day(s) per school year, at a time mutually agreeable to the principal and the superintendent or designate. Failing agreement about whether the dates are mutually agreeable to the principal and superintendent, the School Jurisdiction shall pay out the unused paid leave days at 1/200th of the principal's annual salary and allowance by the end of June each year. If current policy or collective agreement provisions are equivalent or superior, this provision will not increase the number of days available. However, all principals will have access to a minimum of 2 days with payment for days not utilized.

8. Pilot Projects

School Jurisdictions and the Association Bargaining Unit may agree to enter into Pilot Projects where there is interest to implement key elements of Inspiring Education.

- a. The pilot must set out a plan, have a clear focus on teaching quality and improvement of student outcomes and support a reasonable workload. The plan will also include a process for evaluation.
- b. Where a School Jurisdiction and their respective Association Bargaining Unit agree, a pilot project can amend, on a term specific basis, related provisions in the collective agreement, but not for a period longer than the term of this Framework Agreement.

9. Maintenance of certain Collective Agreement Provisions

Certain "hours of work/minutes of instruction" will remain in certain Collective Agreements, modified as follows:

- a. For the School Jurisdictions and the Association Bargaining Units that currently have "hours of work/minutes of instruction" collective agreement provisions, without sunseting conditions no alteration will be made to those existing provisions. These provisions will remain in those collective agreements, being: ATA/Edmonton CSSD No 7, ATA/Elk Island CSRD No 41, ATA/Greater St Albert RCSSD No 734 (formerly Greater St. Albert CRD No29), ATA/St Albert PSD No 5565 (formerly St Albert PSSD No 6), ATA/CSFR du Centre-Nord No 2, ATA/Conseil Scolaire du Sud de l'Alberta No 4, ATA/Northland SD No 61, and ATA/Parkland School District No 70.
- b. For those School Jurisdictions and the Association Bargaining Units that had sun setting "hours of work/minutes of instruction" collective agreement provisions in effect in 2011-12 being ATA/Calgary RCSSD No 1, ATA/Calgary SD No 19, ATA/Red CRD No. 39, ATA/Rocky View SD No 41 and the ATA/Edmonton SD No 7 collective agreements, regardless of expiry dates, those provisions will remain in effect. These provisions will only revert to the sun setting provisions in 2016 (2017 in ATA/Calgary RCSSD No 1).
- c. For those School Jurisdictions referred to in Part C 9a and 9b for the period of September 1, 2014 through until August 31, 2016, those School Jurisdictions and their respective Association Bargaining Units will review the findings of the workload study and where applicable and appropriate will develop local strategies to address workload issues. A



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School Jurisdiction and the Association Bargaining Unit may agree to suspend the current "hours of work/minutes of instruction" provisions for a particular Association Bargaining Unit in order to support these alternate strategies until August 31, 2016.

10 Ministerial Order about Teacher Instruction Time

The Minister will enact a Ministerial Order on teacher workload to be in effect during the term of this Framework Agreement consistent with the following.

- a. The Parties recognize that the role of teachers is essential to support the transition to 21st century learning. Guided by the outcomes of the internal reviews and the third party study on teachers' workload, School Jurisdictions and Government will make their best efforts to reduce Alberta Education and School Jurisdiction initiated tasks teachers currently perform over the term of this Agreement.
- b.. The Parties recognize that teachers require time to support this transition. To that end, in those schools where there are no instructional time limitations established in a Collective Agreement and where full time teachers currently instruct students for more than 907 hours per year, School Jurisdictions will endeavour to reduce teacher instructional time to 907 hours commencing the 2014-15 school year.
- c. A School Jurisdiction that believes that one or more of its schools cannot achieve the 907 hours of teacher instruction time per year and submits a letter to the Exceptions Committee outlining a process that provides for at least a 4% reduction from the instructional time in effect during the 12/13 school year in each of 14/15 and 15/16 school years shall be granted an immediate exception for those schools. These letters must be received by the Exceptions Committee by no later than January 31, 2014 (for the 2014-15 school year) and by no later than January 31, 2015 (for the 2015-16 school year).
- d. Where a School Jurisdiction believes that one or more of its schools cannot achieve the 907 hours of teacher instruction time per year and cannot meet the process outlined in Part C, 10c above, they may apply to the Exceptions Committee by no later than January 31, 2014 (for the 2014-15 school year) and by no later than January 31, 2015 (for the 2015-16 school year).
- e. The Exceptions Committee shall consist of one representative named by the Association, one representative named by the ASBA, and a chair named by the Minister from a list of names acceptable to the Association and the ASBA. However, if the Association and ASBA cannot agree on a list of potential candidates for Chair, Government will appoint the Chair so as to ensure that the Exception Committee is able to carry out its duties.
- f. Where a majority of the members of the Exception Committee agree on an outcome, that outcome shall be the decision of the Exceptions Committee and shall be binding.
- g. The party appointing each of these members will incur the cost of their representation.
- h. The Exceptions Committee shall review applications and grant or refuse exceptions in whole or in part on a school by school basis in accordance with the following:
  - i. the circumstances or characteristics of the school, including but not limited to its size, location, relative isolation, transportation links, program offerings, qualification for "small school by necessity" grants, and
  - ii. other factors whereby the reduction teacher instructional time to 907 hours would necessarily impose additional unavoidable costs at a level that would compromise the viability of a school or force the elimination of educational programs or options offered in the school,
  - iii. what efforts have been made to reduce the instructional time required of teachers.
- i. The Exceptions Committee will determine its operational processes.
- j. In addition to mandate in Section 10h, the Exceptions Committee will also consider and make recommendations other items identified in this Framework Agreement.

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## **Part D: Local Bargaining**

### **1. Bargained Enhancements**

In addition to the compensation increases in Parts B 1, 2, 3 and C 7, 0.5% of the 2012-13 base instruction grant for each School Jurisdiction is available for other "cost" enhancements and may be bargained for in local bargaining. This amount will be funded by each respective School Jurisdiction.

- a. Bargained enhancements for the four-year term of the Collective Agreements shall be limited to "cost" enhancements for the period commencing September 1, 2014.
- b. The total cost of all bargained "cost" enhancements shall not exceed a total amount of .50% of the 2012-13 base instruction grant as identified by Alberta Education for each School Jurisdiction, calculated over the term of this agreement.
- c. The total cost of all "cost" bargained enhancements does not include increment costs (i.e. grid movement).
- d. "Cost" enhancements means the forecasted cash disbursements based on projected utilization.
- e. Where the parties cannot agree on the value of a "cost" enhancement, Alberta Education Strategic Services will make the determination.

### **2. Items Not to be Bargained**

Subject to Part D 3, no local bargaining will occur by School Jurisdictions and Association Bargaining Units on any items related to teacher compensation items identified in Part B, or about any teacher workload items identified in Part C, except Sections 5, 6 and 7. Further, the items identified in Parts B and C cannot be referred to Voluntary Interest Arbitration.

### **3. Bargained Items with Mutual Agreement**

Notwithstanding Part D 2, if a School Jurisdiction and the respective Association Bargaining Unit mutually agree, they may bargain the following in addition to the 0.5% referred to in Part D 1:

- a. Additional compensation for items other than salaries as set out in the salary grid, if the School Jurisdiction is satisfied that it can afford these additional costs. These additional items may include rates of pay for acting duties, administrative allowances and substitute daily rate of pay.
- b. The additional compensation matters that are the subject of bargaining under this provision may not be referred to or be subject to Voluntary Interest Arbitration.
- c. "Non-cost" items may be locally bargained. Each party may refer up to a maximum of 3 "non-cost" items to Voluntary Interest Arbitration.



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#### **Part E: Dispute Resolution**

1. In the event that, by December 31, 2013, a School Jurisdiction and the Association are unable to conclude a Collective Agreement for the respective Association Bargaining Unit in local bargaining of the items referred to in Part D, then the remaining cost issues and up to a maximum of 3 "non-cost" issues in dispute, subject to the limitations set out in this Framework Agreement, shall be referred to individual Voluntary Interest Arbitration pursuant to Division 15 of the Alberta Labour Relations Code.
2. An Arbitration Board established pursuant to Part E 1 shall not make any award that, combined with the cost of any previously-agreed upon enhancements other than under Part D 3a, has a cost that exceeds 0.5% of the 2012-13 base instruction grant as identified by Alberta Education for the affected School Jurisdiction, calculated over the term of this agreement. Further, an Arbitration Board may not award any provisions that exceed the limitations established in this Agreement.
3. An Arbitration Board cannot make any award that is inconsistent with this Framework Agreement.
4. The Awards of the Voluntary Interest Arbitration Boards are binding on the School Jurisdictions and the Association and shall be included in the Collective Agreements providing that the terms comply with the provisions of the Agreement.
5. For adjudication of issues under this Section, the parties agree to utilize a Case Management Arbitrator. The role of the Case Management Arbitrator shall be to provide oversight of the voluntary interest arbitration process, attempt to informally resolve issues, through resolution conferences and mediation and to issue case management directions with respect to matters proceeding to arbitration before an Arbitration Board. If the Association and a School Jurisdiction agree, the Case Management Arbitrator may also rule on matters in dispute and issue a voluntary interest arbitration award rather than having the matter heard by an Arbitration Board.
6. The Case Management Arbitrator will be selected from a roster mutually agreed upon by the parties. If the Association and ASBA cannot agree to the, Case Management Arbitrator the Minister will appoint the Case Management Arbitrator from the list of individuals who may be appointed as a Board of Reference.
7. Voluntary interest arbitration awards must be issued by no later than April 30, 2014.

#### **Part F: Ratification of this Framework Agreement**

1. The ASBA Board of Directors shall advise the Parties if the ASBA will recommend this Framework Agreement by March 17, 2013.
2. The Association shall advise the Parties if Provincial Executive Council will recommend this Framework Agreement by March 17, 2013
3. This Framework Agreement is conditional on the ratification of this Framework Agreement by May 13, 2013 by all School Jurisdictions listed in Appendix A and their respective Association Bargaining Units.
4. ASBA agrees to use its best efforts to convince School Jurisdictions to accept this Framework Agreement.
5. The Association agrees to use its best efforts to convince its Association Bargaining Units to accept this Framework Agreement.
6. If this Framework Agreement is ratified by the 62 Association Bargaining Units and the respective School Jurisdictions there will be no strikes by the Association Bargaining Units and no lockouts by the School Jurisdictions prior to the conclusion of all collective agreements. If this condition is not met then this Framework Agreement is terminated and the Parties have no further obligations under this Framework Agreement.

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**Part G: Arbitration**

1. Except for Part G 2 any dispute with respect to the interpretation, application or operation of this Framework Agreement, shall be referred to arbitration in accordance with the Arbitration Act, R.S.A. 2000, c. A-43.
2. None of the provisions in Part C, Teacher Workload, will be referred to or be the subject of arbitration in Part G 1, except for the completion of time deadlines in Part C 1 or 2.

**Part H: Other Obligations**

1. By May 13, 2013, the Parties shall approve a draft of the Ministerial Order referred to in Part C 10. Should the Minister fail to implement the Ministerial Order as approved by the Parties or should the Ministerial Order be withdrawn or changed before the expiry date of this Framework Agreement, this Framework Agreement is terminated and the Parties have no further rights or obligations under this Framework Agreement

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**Appendix A**

**SCHOOL JURISDICTIONS**

Aspen View Public School Division No. 78  
Battle River Regional Division No. 31  
Black Gold Regional Division No. 18  
Buffalo Trail Public Schools Regional Division No. 28  
Calgary Roman Catholic Separate School District No. 1  
Calgary School District No. 19  
Canadian Rockies Regional Division No. 12  
Chinook's Edge School Division No. 73  
Christ the Redeemer Catholic Separate Regional Division No. 3  
Clearview School Division No. 71  
East Central Alberta Catholic Separate Schools Regional Division No. 16  
The Regional authority of East Central Francophone Education Region No. 3  
Edmonton Catholic Separate School District No. 7  
Edmonton School District No. 7  
Elk Island Catholic Separate Regional Division No. 41  
Elk Island Public Schools Regional Division No. 14  
Evergreen Catholic Separate Regional Division No. 2  
Foothills School Division No. 38  
Fort McMurray Public School District No. 2833  
Fort McMurray Roman Catholic Separate School District No. 32  
Fort Vermilion School Division No. 52  
Golden Hills School Division No. 75  
Grande Prairie School District No. 2357  
Grande Prairie Roman Catholic Separate School District No. 28  
Grande Yellowhead Public School Division No. 77  
Grasslands Regional Division No. 6  
The Regional authority of Greater North Central Francophone Education Region No. 2  
The Regional authority of Greater Southern Public Francophone Education Region No. 4  
The Regional authority of Greater Southern Separate Catholic Francophone Education Region No. 4  
Greater St. Albert Roman Catholic Separate School District No. 734  
High Prairie School Division No. 48  
Holy Family Catholic Regional Division No. 37  
Holy Spirit Roman Catholic Separate Regional Division No. 4  
Horizon School Division No. 67  
Lakeland Roman Catholic Separate School District No. 150  
Lethbridge School District No. 51  
Living Waters Catholic Regional Division No. 42  
Livingstone Range School Division No. 68  
Medicine Hat Catholic Separate Regional Division No. 20  
Medicine Hat School District No. 76  
Northern Gateway Regional Division No. 10  
Northern Lights School Division No. 69  
Northland School Division No. 61  
The Regional authority of Northwest Francophone Education Region No. 1  
Palliser Regional Division No. 26



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Parkland School Division No. 70  
Peace River School Division No. 10  
Peace Wapiti School Division No. 76  
Pembina Hills Regional Division No. 7  
Prairie Land Regional Division No. 25  
Prairie Rose School Division No. 8  
Red Deer Catholic Regional Division No. 39  
Red Deer Public School District No. 104  
Rocky View School Division No. 41  
St. Albert Public School District No. 5565  
St. Paul Education Regional Division No. 1  
St. Thomas Aquinas Roman Catholic Separate Regional Division No. 38  
Sturgeon School Division No. 24  
Westwind School Division No. 74  
Wetaskiwin Regional Division No. 11  
Wild Rose School Division No. 66  
Wolf Creek School Division No. 72

# DRAFT

## Appendix B

### School Jurisdictions less than the Adjusted Provincial Average

Adjusted Provincial Average of \$92,073		
<b>Bargaining Unit</b>	<b>4 Max</b>	<b>% Below</b>
Red Deer CRD 39	90,815	1.39%
Clearview SD 71	90,858	1.34%
Westwind SD 74	90,879	1.31%
Greater St Albert RCSSD 734	91,554	0.57%
CS Cath&Fr du Sud AB 4	91,646	0.47%
Rocky View SD 41	91,694	0.41%
Calgary SD 19	91,695	0.41%
Grande Yellowhead PSD 77	91,719	0.39%
Prairie Rose RD 8	91,727	0.38%
Christ the Redeemer CSRD 3	91,748	0.35%
Horizon SD 67	91,765	0.34%
Aspen View PSD 19	91,809	0.29%
Evergreen CSRD 2	91,810	0.29%
Canadian Rockies RD 12	91,885	0.20%
Foothills SD 38	91,885	0.20%
Lethbridge SD 51	91,887	0.20%
Holy Spirit RCSR 4	91,891	0.20%
Palliser RD 26	91,902	0.19%
Elk Island CSRD 41	91,912	0.18%
CS Centre-Nord 2	91,916	0.17%
CS du Sud AB 4	91,922	0.16%
Calgary RCSSD 1	91,992	0.09%
CS du Nord-Ouest 1	92,007	0.07%
St Paul ERD 1	92,017	0.06%
Edmonton SD 7	92,020	0.06%
Medicine Hat CSRD 20	92,029	0.05%
Lakeland RCSSD 150	92,044	0.03%
St Albert PSD 5565	92,045	0.03%
Chinook's Edge SD 73	92,049	0.03%

**DRAFT**

Draft: Dated March 13, 2013

We are pleased that we have been able to agree in principle on a memorandum of agreement. Considerable effort has been expended exploring solutions and fostering understanding, which has now enabled us to find a lasting solution that balances the interests of teachers, students, parents, school boards and the taxpayer. It will provide a stable environment that will lead to the best possible learning experience for our children as we move the Inspiring Education transformation agenda forward.

It has been a difficult task to find a the proper balance between the security teachers need to accept a four year collective agreement and the ongoing exploration of new ideas that will enhance the education we offer. Now that we have reached this agreement in principle, it is important to facilitate its successful implementation.

We wish to offer assurances as to what may change during this four-year period and what will not. As a Government and a Ministry we have an ongoing obligation to exercise regulatory powers assigned to us and to continue to develop and enforce policies that foster and enhance Alberta's educational system. We cannot abandon our responsibilities in this area. This includes responsibility for teacher certification and for professional competencies and standards.

We understand that, by agreeing to this extended period of labour stability, teachers will be concerned that the legislative provisions that go hand in hand with their collective agreement rights be maintained. In the spirit of this agreement our government will commit not to proclaim any legislative changes that affect the core statutory protections afforded to teachers. Currently, these provisions are contained in various sections of the School Act. Once proclaimed, those provisions will be contained in Part 7 of the Education Act, along with section 245.

The proclamation of the Education Act, provided it includes those same protections, will not be a violation of this commitment. Changes to section 227 (2) and 227(3) of the Education Act will not be a violation of this commitment. Notwithstanding the above, the commitment

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**DRAFT**

will not be considered to be violated by changes to the Education Act or to other legislation to implement a different bargaining model provided (1) the Association's role of bargaining agent is recognized; and (2) the Association is fully consulted and has an opportunity for input and (3) any changes do not become effective until the next round of Association collective bargaining. Similarly, the Government will commit not to proclaim any legislative changes to those aspects of the Teaching Profession Act that address membership in the Association and the structure and objects of the Alberta Teachers' Association.

This agreement in principle will result in collective agreements under the provisions of the Labour Relations Code. The Association's current rights as bargaining agent will continue during the term of the agreement, including the right to enforce that agreement by grievance and arbitration, subject to the existing provisions of the Labour Relations Code.

We pledge to seek the Legislative Assembly's support for the necessary funding to enable the Memorandum of Agreement's full execution and implementation.

This agreement will provide stability for four years. During that period the Government will consult over effective processes for achieving agreements into the future. This will include consultation with the Association as bargaining agent as well as other educational stakeholders.

The Government is, and will continue to explore ways of improving education in Alberta. We know this a shared goal with the Association. We will undertake to use our best efforts to consult with Alberta's teachers through their Association on issues that will improve the learning environment for Alberta's students. We look forward to our continued collaboration. We may not always agree, but the views of the Association and the members it represents will be heard.

The Inspiring Education agenda will continue to be our focus. Through that initiative we will continue to consult with all Albertans and stakeholders like yourselves on ways to improve the system. In addition to the more specific commitments given above, we commit that before accepting any recommendations affecting the role of teachers, we will consult

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**DRAFT**

with the Association. This allows us to consult over the future, to provide teachers and the Province with four years of stability in the terms and conditions of employment (statutory and contractual) that apply to teachers, while still fulfilling our legal responsibilities for regulating the profession and the setting and upholding of quality standards and competency within the profession.

The Government of Alberta and the Alberta Teachers' Association recognize that the role of teachers is changing. We commit to establish a Teacher Development and Practice Advisory Committee that will advise the Minister on the many matters with respect to the 21<sup>st</sup> century teacher and how Alberta can continue to have the world's best in front of our students. The ATA will have strong representation on the Teacher Development and Practice Advisory Committee and any major legislative, regulatory or policy shifts regarding the profession and teaching will be vetted at that committee prior to Government consideration.

The government believes that this agreement will balance the needs of teachers for stability and security during the four years of this agreement with the ongoing need to collaboratively improve education in ways supported by the people of Alberta.

Sincerely,

Honourable Alison M. Redford, QC  
Premier

Honourable Jeff Johnson  
Minister of Education

**DRAFT**



**DRAFT**

March 20, 2013

Ms. Jacquie Hansen  
President  
Alberta School Board Association  
1200, 9925 109 Street  
Edmonton, AB T5K 2J8

Dear Jacquie,

We are pleased that we have been able to agree in principle on a memorandum of agreement. After more than two and a half years of negotiation, we are pleased that all parties have been able to find a lasting solution that balances the needs and interests of students, school boards, teachers and taxpayers. In light of concerns expressed in earlier conversations, we wish to offer assurance to your members in certain key areas.

Many members have asked for clarification on the definition of instructional hours. Rest assured that this agreement uses the same definition as the *Guide to Education* which states, "Instruction is face to face interaction with children for the purposes of teaching and assessing children's achievement of outcomes. Instructional time includes time scheduled for the purposes of instruction and other activities for children where direct child-teacher interaction and supervision are maintained."

For clarity, instruction is not staff meeting time, time free from instruction for teachers (more commonly referred to as prep time), playground or hallway supervision duties, parent-teacher interview times, special event meetings, time before class starts and after class ends or time between classes.

This definition has been discussed with the ATA and is a shared understanding by both sides. As part of the Ministerial Order on teacher workload, it will remain in effect during the term of this Framework Agreement.

The Exceptions Committee, is strictly advisory when it comes to the implementation of a school board's internal report on board-initiated tasks and time dedicated to professional development. The final decision about these two issues rests with the superintendent for each local school board (or that superintendent's board of trustees). We have worked with the ATA's team and we can confirm that there is a common understanding of the clauses.

The Exceptions Committee will provide binding rulings in relation to instruction time. I would expect this Committee to operate under the belief that decisions which may be brought before the

**DRAFT**

Exceptions Committee are best managed at the local level between school jurisdictions, their administration and their teachers.

The Exceptions Committee will determine the process for which exceptions will be heard. It has always been our intention to minimize administration and reduce costs and the use of written submissions will realize that.

Government recognizes that transformation in the education sector is best served by having many voices from all across our system focused on making the system better for students. In order to bring *Inspiring Education* to life in our schools, we will need to continue working together and we look forward to active engagement from ASBA and CASS on the Teaching Development and Practice Advisory Committee (TDPAC). Reflecting a balance of your communities' aspirations and professional experience, having these opinions at the table will be important in shared goal of educational excellence.

Government also shares your concern with the effectiveness of the current bargaining structure. We believe that the current structure should be reviewed, but that no changes will be made without input from all affected stakeholders. We acknowledge ASBA and school boards, as representatives of the employer will be critical to that review process.

Government shares your concern about costs with this agreement and commits to providing continuous funding for the 2 per cent increase to the salary grid and the narrowing of the gap in year four. In addition, the 1 per cent lump sum payment in year four of the Framework Agreement will also be funded by Government.

Finally, Government is, will continue to explore ways of improving education in Alberta. We know this is a shared goal with all school boards. We will undertake our best efforts to consult with Alberta's school boards through their Association on issues that will improve the learning environment for Alberta's students. We look forward to our continued collaboration. We may not always agree, but the views of the Association and its members will continue to be reflected in our policies.

**DRAFT**





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

1251 – 1<sup>st</sup> Avenue SW, Medicine Hat, Alberta T1A 8B4

Toll Free 1.866.864.0013

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Phone 403.527.2292

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

Fax 403.529.0917

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## **MEDIA RELEASE - March 25, 2013**

### **ATA Provincial Agreement**

The Board of Trustees for the Medicine Hat Catholic Board of Education held a **Special Board Meeting** on **Wednesday, March 20, 2013** and made the following motion:

***“That the Board of Trustees for the Medicine Hat Catholic Board of Education recommends that the Alberta School Boards Association (ASBA) endorse the Provincial Agreement between the Government of Alberta and the Alberta Teachers’ Association”.***

The Board has taken time to discuss the tentative four-year Framework Agreement between the Province of Alberta and the Alberta Teachers’ Association.

#### ***Our concerns:***

- Insufficient funding in parts of the agreement and there has been no mention of funding salary stability for our valued non-certificated staff;
- The Committees established by the memorandum may be too cumbersome which may bypass the role of locally-elected School Boards;
- Proposed agreement may create excessive and expensive bureaucracy;
- Achieving the 907 hours of instruction time for Teachers (*pending the definition of instructional time*);
- The Board’s ***greatest concern*** was that the ASBA was not included in the final process to develop the Framework Agreement. Alberta’s School Boards are the direct employers of Teachers. Including us may have prevented some of the flaws in the Agreement.

The Board has not made a decision on accepting or rejecting the agreement at this point in time. The Board of Trustees in accordance with the Provincial Agreement Framework has until May 13, 2013 on whether they will ratify the agreement. The Board will continue to evaluate the agreement.

The Board of Trustees is committed to continuing to provide our students, families and our entire Catholic School community with the best possible educational experience.

Inquiries can be directed to:

Mr. Peter Grad, Board Chair

Medicine Hat Catholic Board of Education

[peter.grad@mhcbe.ab.ca](mailto:peter.grad@mhcbe.ab.ca) 403.580.9030

***“Showing the Face of Christ to All”***

**In partnership with Family, Church and Community since 1911**



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

Date: April 16, 2013

Agenda Item: Board Work Plan

Name: Clyde Pudwell

Purpose: Information/Discussion

Attachments: Board Work Plan Revisions Draft

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<u>Background:</u>	Each year in April the Board Work Plan is reviewed and revised if necessary to accommodate and reflect the following year.
<u>Recommendation</u>	Trustees give input on board work plan
<u>Resulting Action:</u>	Preliminary stages of building Board Work Plan for 2013-14
<u>Responsibility:</u>	Trustees/Superintendent

# MEDICINE HAT CATHOLIC BOARD OF EDUCATION – BOARD WORK PLAN 2012 – 2013 – Proposed changes for 2013 -2014

SEPTEMBER 2012	OCTOBER 2012	NOVEMBER 2012	DECEMBER 2012	JANUARY 2013	FEBRUARY 2013	MARCH 2013	APRIL 2013	MAY 2013	JUNE 2013	JULY 2013	AUGUST 2013
<p><b>Policy 2</b> – Approve the Board Annual Work Plan BOARD MOTION (APPROVAL)</p> <p><b>Policy 7</b> - Annual Board Self-Evaluation</p> <p>ASBA Friends of Education, Honorary Life Member, Long Service Award, Premier's Award, President's Award <del>Sept 22</del></p> <p>ASBA and ACSTA Awards Review</p> <p>Faith Formation Day All Division Staff-PD <del>Mon. Sept 24, 2012</del> Thur. Aug 29, 2013</p> <p><del>Staff Appreciation Social</del> (Move to Spring??)</p> <p>Meeting with Parish Priests</p>	<p>IMR Project Approval BOARD MOTION (APPROVAL)</p> <p><b>Policy 17</b> – By October 15 school councils provide Financial Statements</p> <p>Bishop's Dinner Thursday, <del>October 18, 2012</del> Calgary, AB</p> <p>Facility Planning Review</p> <p>World Teachers' Day October 5</p> <p>Board Organizational Meeting Special Board Meeting <del>October 09, 2012</del> October 17, 2013</p> <p>Religious Education Advisory Meeting, Breakfast Meeting October/Nov</p>	<p>Annual Education Results Report/Three Year Education Plan (combined report) due to AB ED by Nov 30 BOARD MOTION (APPROVAL)</p> <p>Audited Financial Statement and Management Letter - In Camera and Audited Financial Statement due to AB ED by Nov 30 BOARD MOTION (APPROVAL)</p> <p>Fall BUDGET Revision BOARD MOTION (APPROVAL)</p> <p><b>Policy 7</b> –inform the Board of the Honorarium</p> <p>Meet with MLA's</p> <p>McCoy School Awards</p> <p>Review of Achievement &amp; Diploma Exams</p> <p>ACSTA Facilities and Covenant Review</p> <p>ACSTA and ASBA AGM <del>November 16 – 18, 2012</del> <del>November 18 – 20, 2012</del></p> <p>Catholic Education <del>Sunday, Nov 04, 2012</del></p> <p>Accountability Pillar Results Report</p> <p>Board Retreat, <del>Nov 5, 2012</del></p> <p>Special Board Meeting <del>Nov 26, 2012</del> Nov 25, 2013 (Budget &amp; Audited Financial Statement , AERR&amp; 3<sup>rd</sup> Plan Approval)</p>	<p>Quarterly Finance Report BOARD MOTION (APPROVAL)</p> <p>Boundary Review and defined for February Student Registration BOARD MOTION (APPROVAL) Move to Oct.</p>	<p>AP500 BUDGET Review</p> <p>Board Policy Review</p> <p>Meeting with Minister of Education</p>	<p>Three Year Education Plan review</p> <p><b>Policy 2</b> – Superintendent Evaluation BOARD MOTION (APPROVAL)</p>	<p>Quarterly Finance Report BOARD MOTION (APPROVAL)</p> <p>AP305 – Boundaries and Attendance areas established by March 31 BOARD MOTION (APPROVAL)</p> <p><del>AP 505 – School Fees approved by the Board by March 31</del> <del>BOARD MOTION (APPROVAL)</del> Move to Jan</p> <p>School Calendar approved by March 31 BOARD MOTION (APPROVAL)</p> <p>Preliminary Staffing</p> <p>Student Enrolment Projections</p> <p>ASBA Edwin Parr Nomination Mar 30</p> <p><del>Board develops new Three Year Education Plan priorities and approves strategic plan</del> <del>Apr 25 – Apr 28, 2013</del> Change wording to: Board reviews Three Year Ed Plan to determine future priorities and strategic planning.</p>	<p>ERIP – Early Retirement Incentive Plan approval by April 30 BOARD MOTION (APPROVAL)</p> <p><del>AP500</del> - Preliminary (DRAFT BUDGET) for Board Review</p> <p><del>AP 432</del> – Termination notice or notice of change for VP Consultant or Coordinator by Apr 30 effective June 30</p> <p>Finalize SBDM Allocations</p> <p>Revised Staffing Requirements</p> <p><del>Three Year Education Plan review</del> Remove – now in Mar.</p> <p>Board Review of Diploma Exams</p> <p>Board Annual Work Plan Development</p> <p>ACSTA Spring Conference <del>Mar 15 – Mar 17, 2013</del> <del>Canmore, AB</del></p> <p>SPICE Conference <del>Apr 25 – Apr 28, 2013</del> Kananaskis</p> <p>BLUEPRINTS Conference <del>Apr 30 – May 03, 2013</del> Kananaskis</p>	<p>Special Board Meeting for Budget Approval - BUDGET due to AB ED May 31 BOARD MOTION (APPROVAL)</p> <p>Three Year Facility Plan 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 &amp; Stakeholder Feedback</p> <p>Monsignor McCoy Grad</p> <p>St. Michael's BI Grad</p> <p>ASBA Zone 6 Edwin Parr Awards</p> <p><del>Education Week May 6 – May 10, 2013</del></p>	<p>Staffing Report to the Board</p> <p>ASBA Spring Conference June 2013</p> <p>Retiree Recognition Evening</p> <p>Meeting with Bishop</p>		



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

Date: April 16, 2013

Agenda Item: Sub for a Day Update

Name: Clyde Pudwell

Purpose: Information

Attachments: None

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Background: Mr. Pudwell subbed at Monsignor McCoy High School this past Friday morning for Mrs. Shauna Pahl and will be subbing again this upcoming Thursday, April 18th at St. Mary's School for Sara Gagnon in the French Immersion Program.

Recommendation None

Resulting Action: Students will be receiving an excellent education on those days

Responsibility: Superintendent





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

Date: April 16, 2013

Agenda Item: Principal Interview Committee

Name: Clyde Pudwell

Purpose: Information

Attachments: None

---

Background:

I have been contacted by NDA School Council Chair, Carolann Janzer to see if a member of the school council can participate in the interview of the upcoming NDA Principalship position. I am in favor of including the School Council Chair or designate in the interview process and will be explaining their role in the interview process. I plan on bringing this up at the next Parent Association Meeting to get their input.

Recommendation

Future Principal interviews invite School Council Chair or designate to be on the interview committee

Resulting Action:

School Council Chair or designate is part of the NDA Principal interview committee

Responsibility:

Superintendent



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

Date: April 16, 2013

Agenda Item: 2016 Alberta Winter Games Letter of Support

Name: Clyde Pudwell

Purpose: Approval from the Board

Attachments: Proposal for 2016 Alberta Winter Games - from Ken Sauer

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Background: MHCBE have been part of past Winter and Summer Games through the use of our facilities for activities and as a venue for accommodations for athletes and coaches within our schools. Once again we are being asked to partnership with the city to assist with the 2016 Alberta Winter Games from Saturday, February 13 to Tuesday February 16<sup>th</sup>. This is during Family Day long weekend.

Recommendation The Board approves the letter of support

Resulting Action: MHCBE schools will be used for facilities and accommodations to assist the 2016 Alberta Winter Games

Responsibility: Superintendent

Dr. Ralph Weekes, President, Medicine Hat College  
Dr. Grant Henderson, Superintendent, Medicine Hat School District #76  
Mr. Clyde Pudwell, Superintendent, Medicine Hat Catholic Board of Education

Gentlemen:

Re: Bid for the 2016 Alberta Winter Games

A Committee has been organized to prepare a Bid for the 2016 Alberta Winter Games. There are several essential aspects of the Bid Document that require your support and approval in order for the Bid to be successful, and to ensure that the holding of the Games in 2016, if approved, are held at the usual high standard for which Medicine Hat has become known.

1. Athlete Villages
  - a) The Medicine Hat College, schools in both school districts are essential in order to provide accommodation for participants/coaches or chaperones
  - b) Athletes, coaches/chaperones, are provided mattresses with each of the participants bringing along a sleeping bag (the normal room-allocation is 16)
  - c) Although we would anticipate about 2,700 participants we cannot at this time identify exactly how many rooms would be required (this would be done after the Bid is submitted to ensure you and we have an accurate account)
2. Polyclinic, Communications HQ, and Security HQ
  - a) As in the past we have utilized the existing Health area for Polyclinic purposes and we would wish to do the same
  - b) Again, the Headquarters for Communications (24 hour) and Security are essential and can be tied in nicely at the College
3. Competition
  - a) With approximately 24 sport competitions there would be a requirement to use the gymnasiums of each of your three facilities; the sports are usually divided into Ice: Snow; Combative: and General
  - b) A chart identifying each of the competition facilities including minimum facility dimension requirements, hours needed for competition and accessibility for handicapped individuals will form part of the Bid Package and will be provided for you as information
4. Days:
  - a) The Winter Games are usually held the third week of February
  - b) Since the Southeast Alberta Teachers' Convention Association holds their Annual Convention the Thursday and Friday of that third week, we are requesting the Games be held beginning Saturday, 20<sup>th</sup> of February and end on Tuesday, 23<sup>rd</sup> February, 2016

## **Request**

I would respectfully request that you provide the following for inclusion in the Bid Package:

1. A Letter of Support for the Bid to host the 2016 Alberta Winter Games (please include your past participation and cooperation in former events: 2002 Alberta Winter Games and the 2008 Alberta Summer Games)
2. A Letter of Support for providing the facility to house accommodation needs, competitive needs and other utilization)

Would you be so kind as to have this Request discussed by your Board of Trustees and, hopefully, approved. We need to include these Letters of Support in the Bid Document so we would encourage you to have them brought forward within the next three weeks.

Thank you kindly for your anticipated support and cooperation.

Sincerely,

*Ken Sauer*

Dr. Ken Sauer,  
2016 Alberta Winter Games Bid Committee

4 April 2013

# DIPLOMA EXAM RESULTS

January 2013

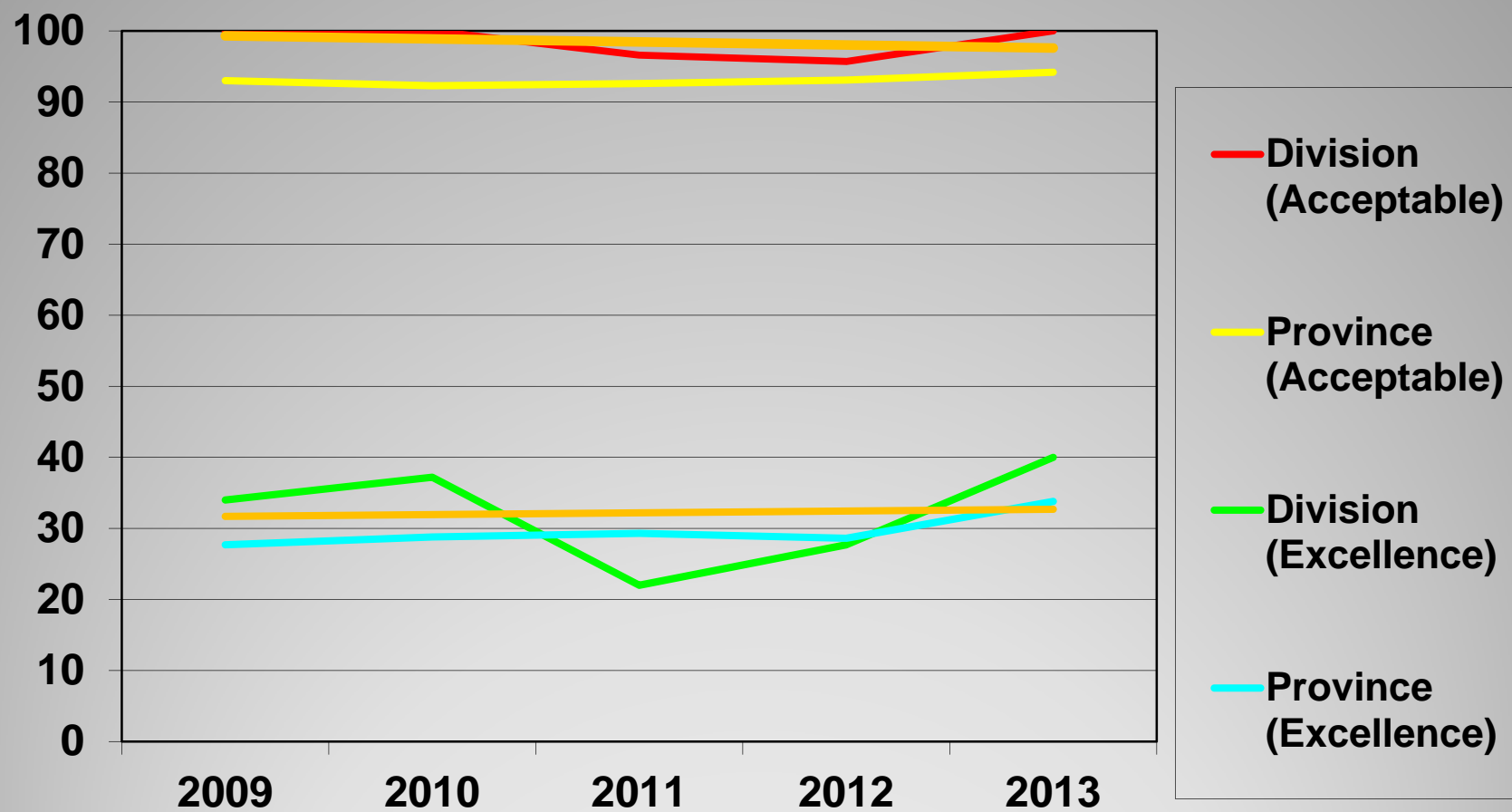
Monsignor McCoy High School  
and  
St. Michael's School Bow Island

Presented to the Medicine Hat Catholic Board of  
Trustees

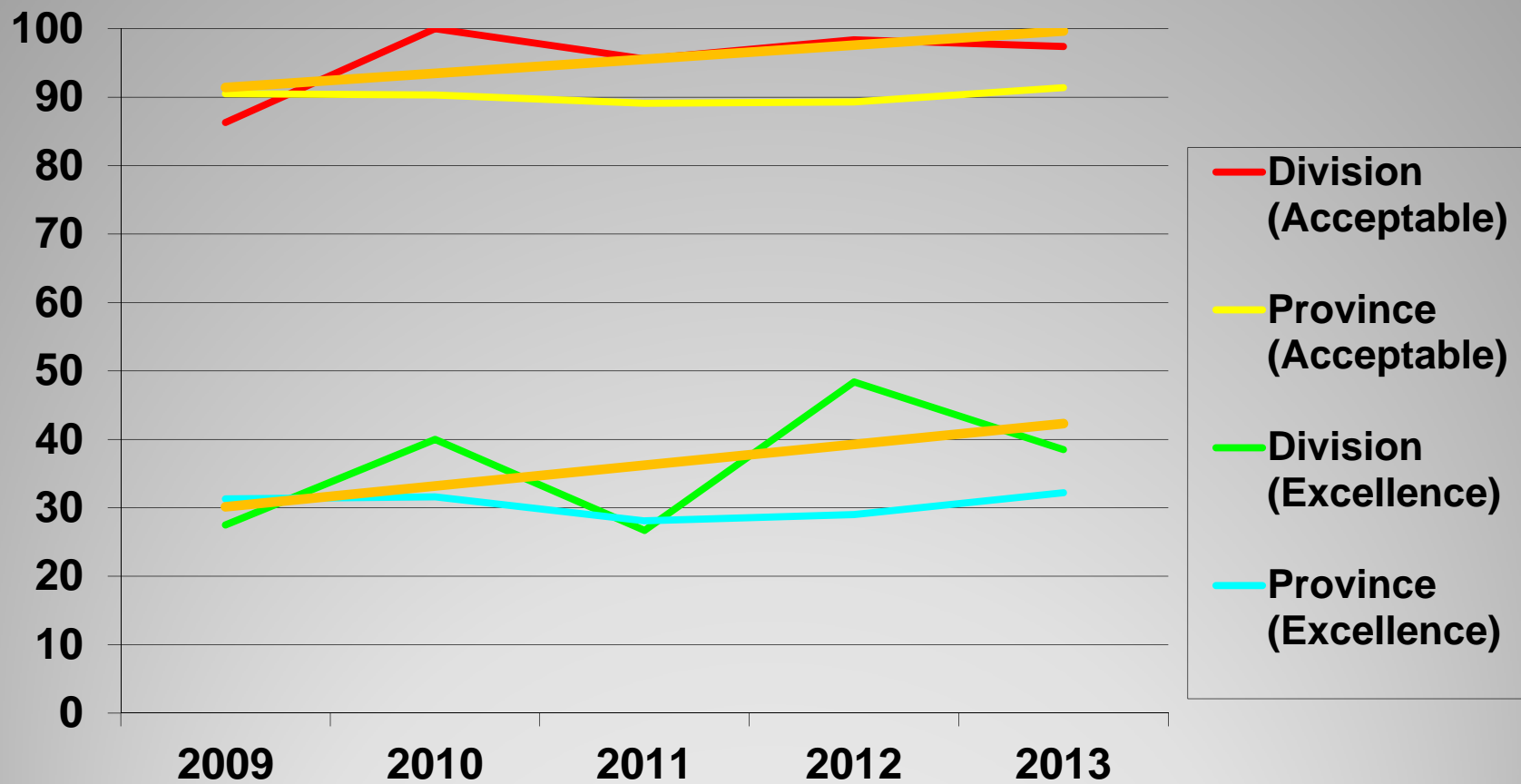
April 16, 2013

Course	Acceptable Standard		Standard of Excellence	
	MHCBE	Province	MHCBE	Province
Biology 30	100	94.2	33.8	40.0
Chemistry 30	97.4	91.4	32.2	38.5
Physics 30	100	92.2	48.3	33.7
ELA 30-1	100	97.0	9.3	13.4
ELA 30-2	94.7	95.9	5.3	7.3
Social 30-1	93.4	93.2	14.8	9.4
Social 30-2	96.7	97.1	20.0	19.8
Math 30-1	95.2	92.0	34.9	39.4
Math 30-2	88.9	85.6	7.4	9.3
Overall Results				

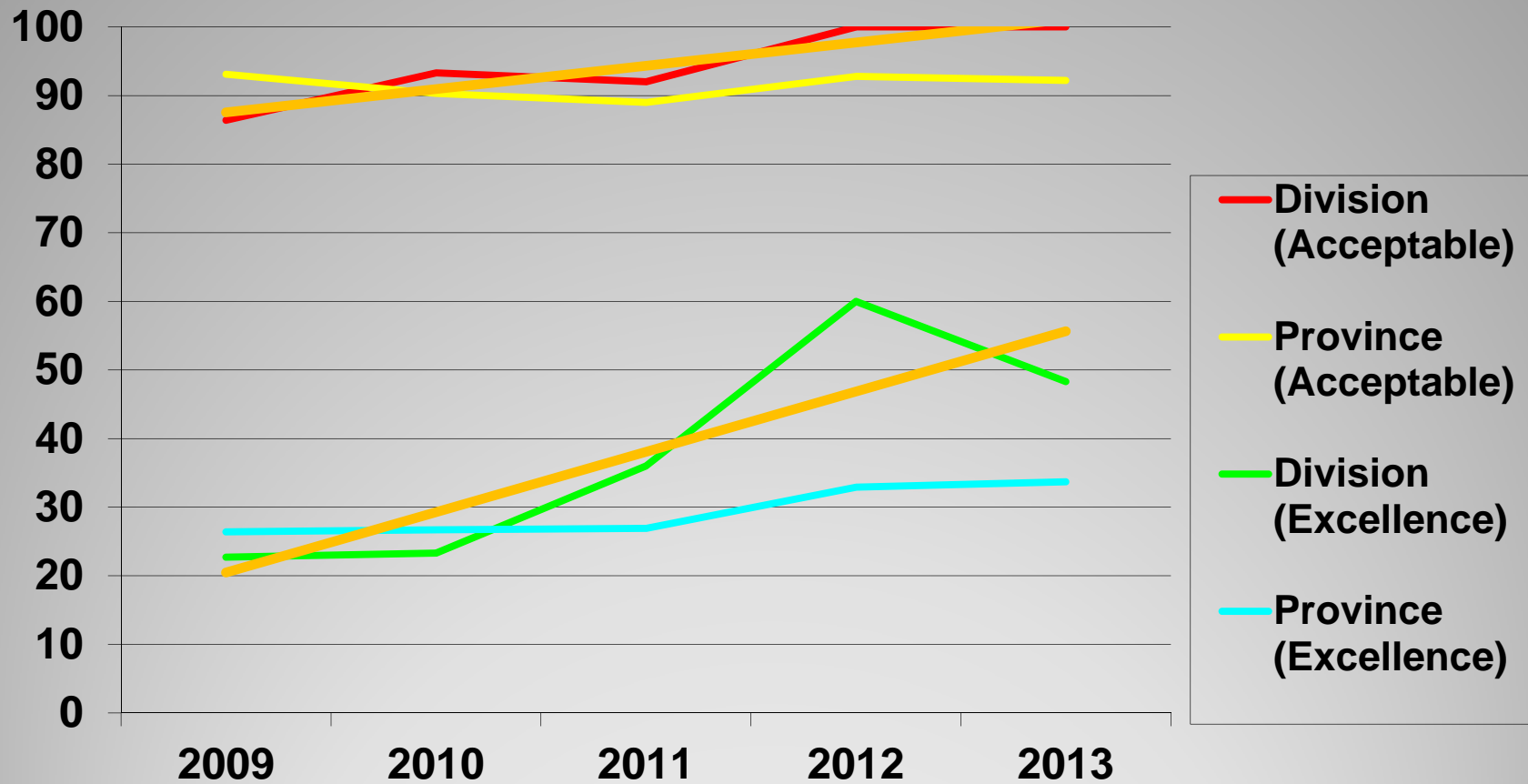




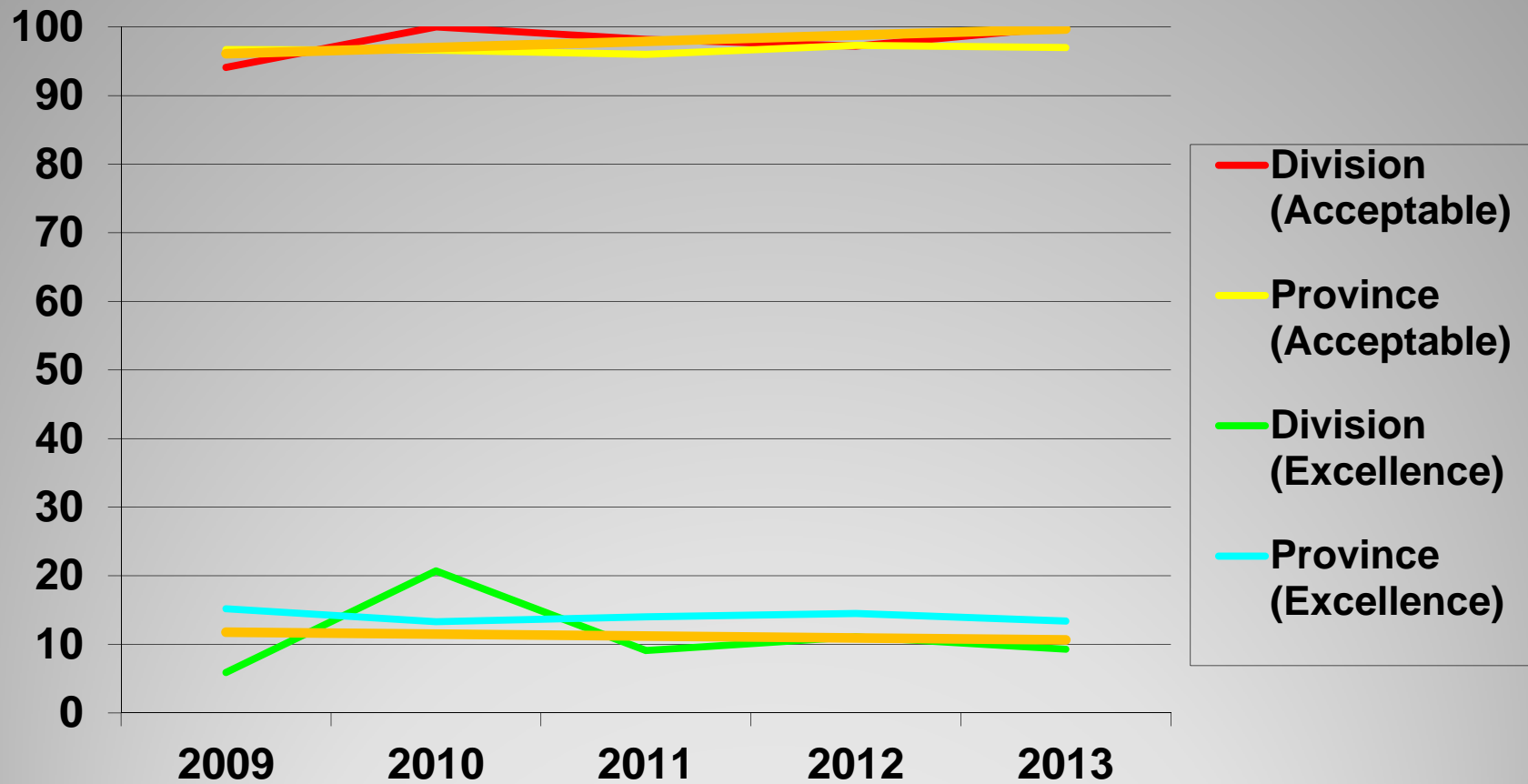
**Biology 30**



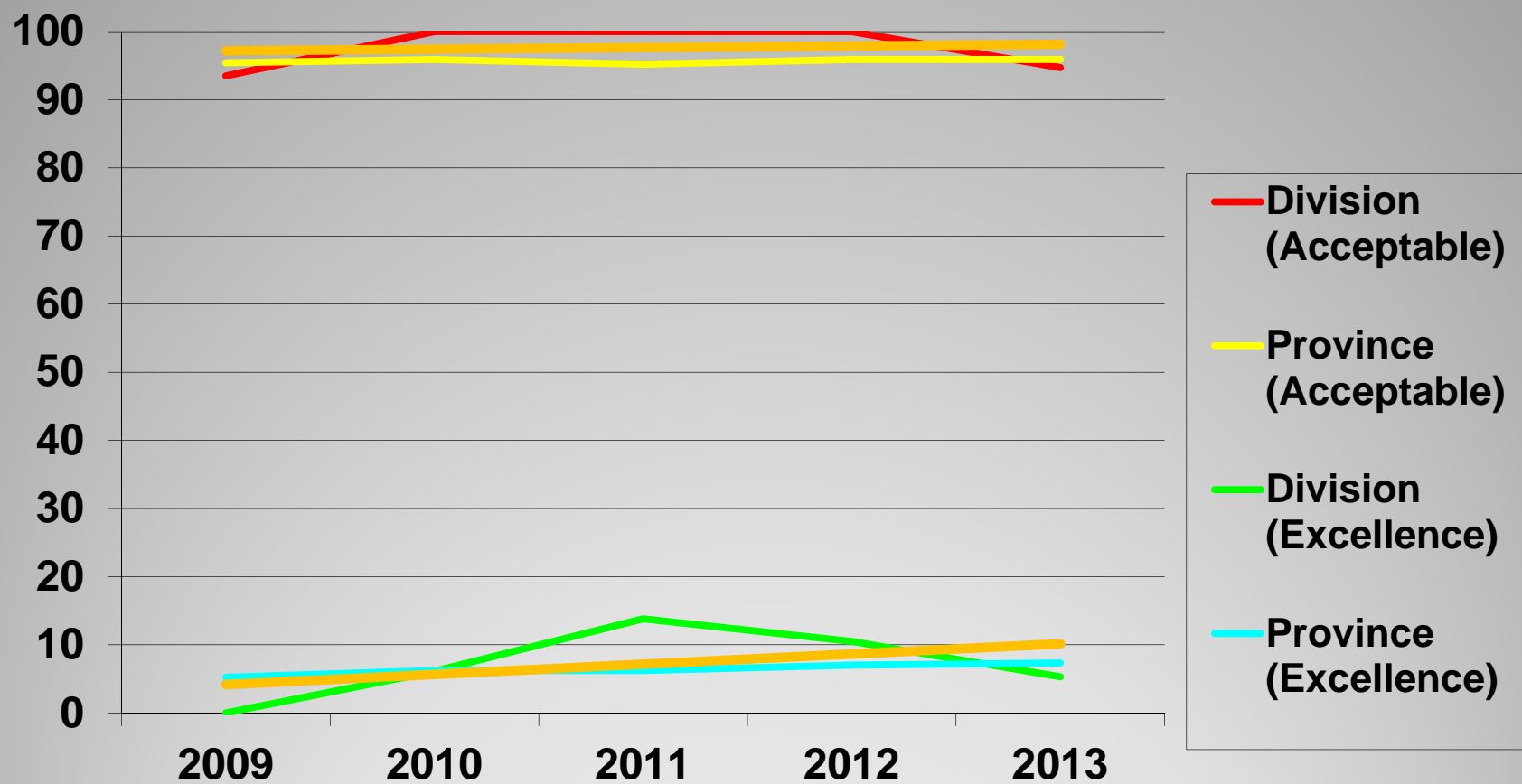
**Chemistry 30**



Physics 30

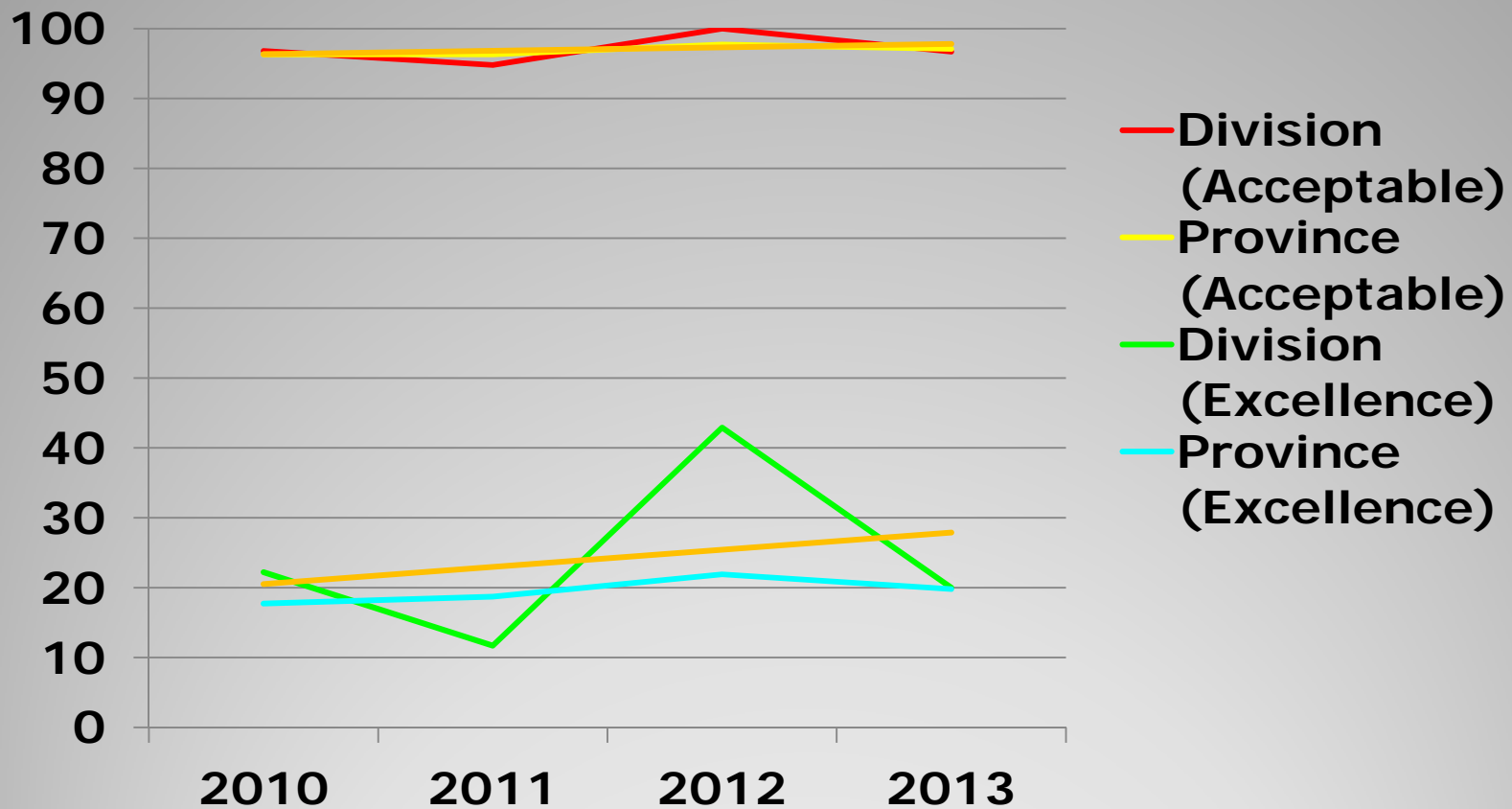


English 30-1



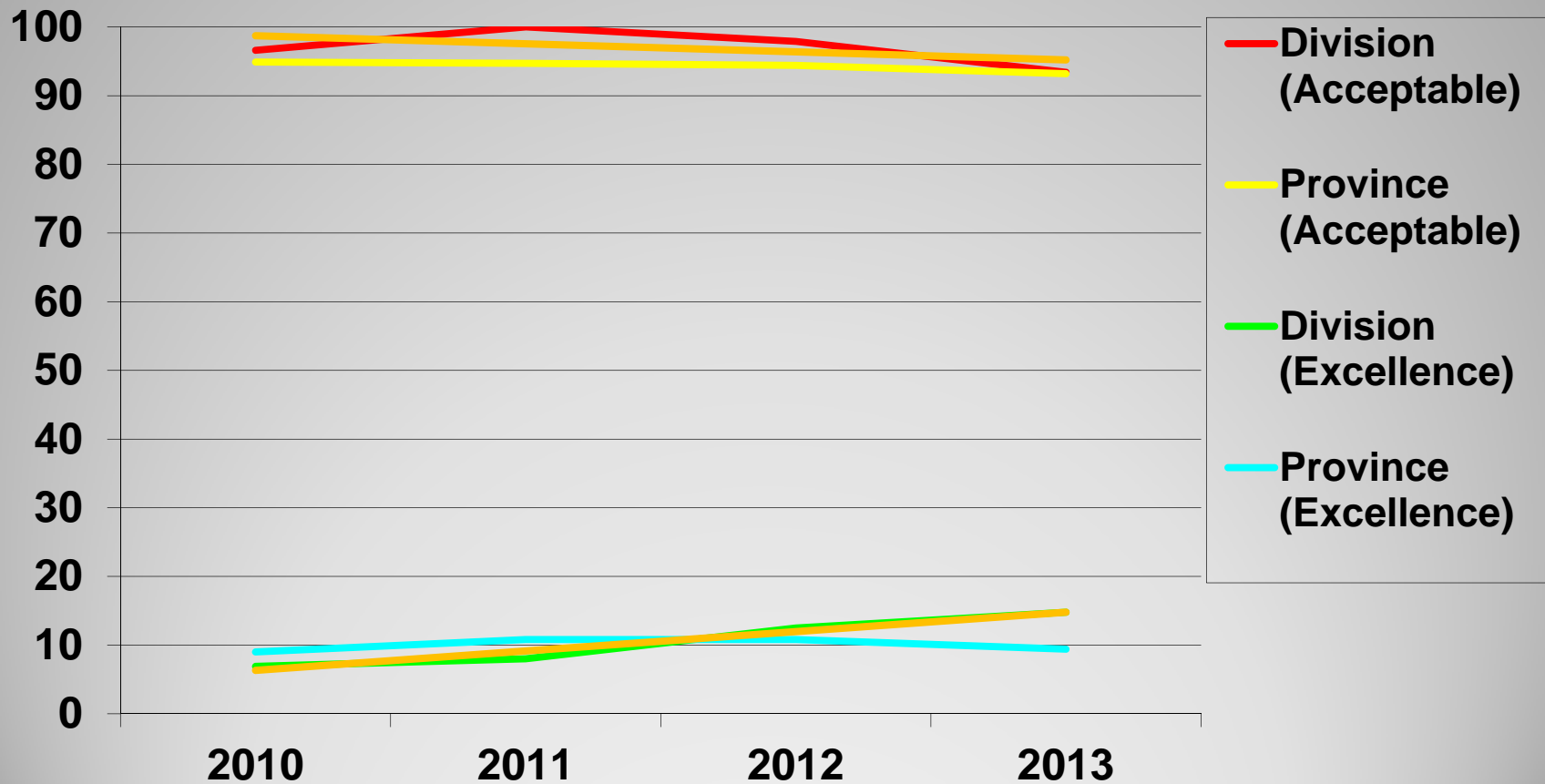
English 30-2

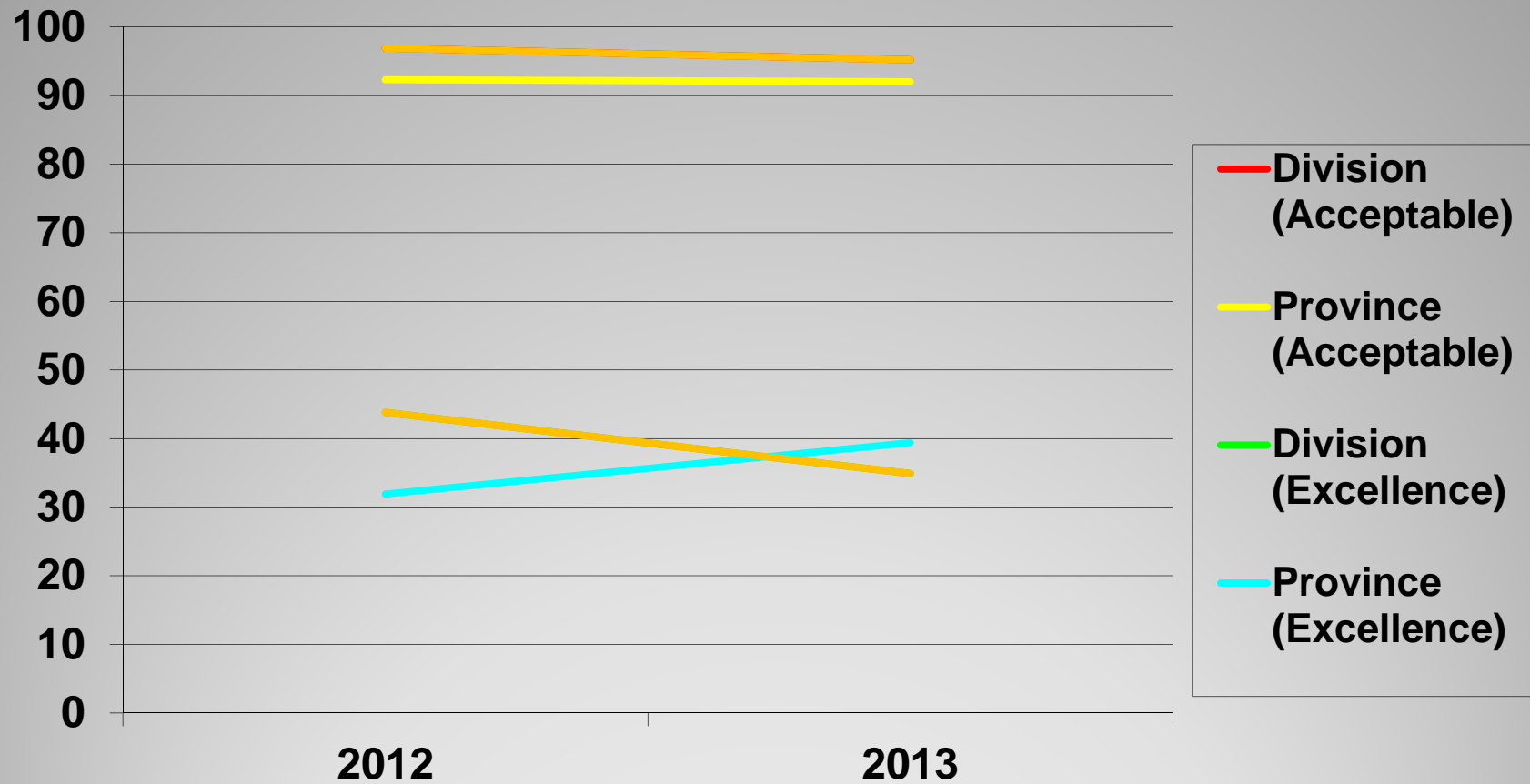




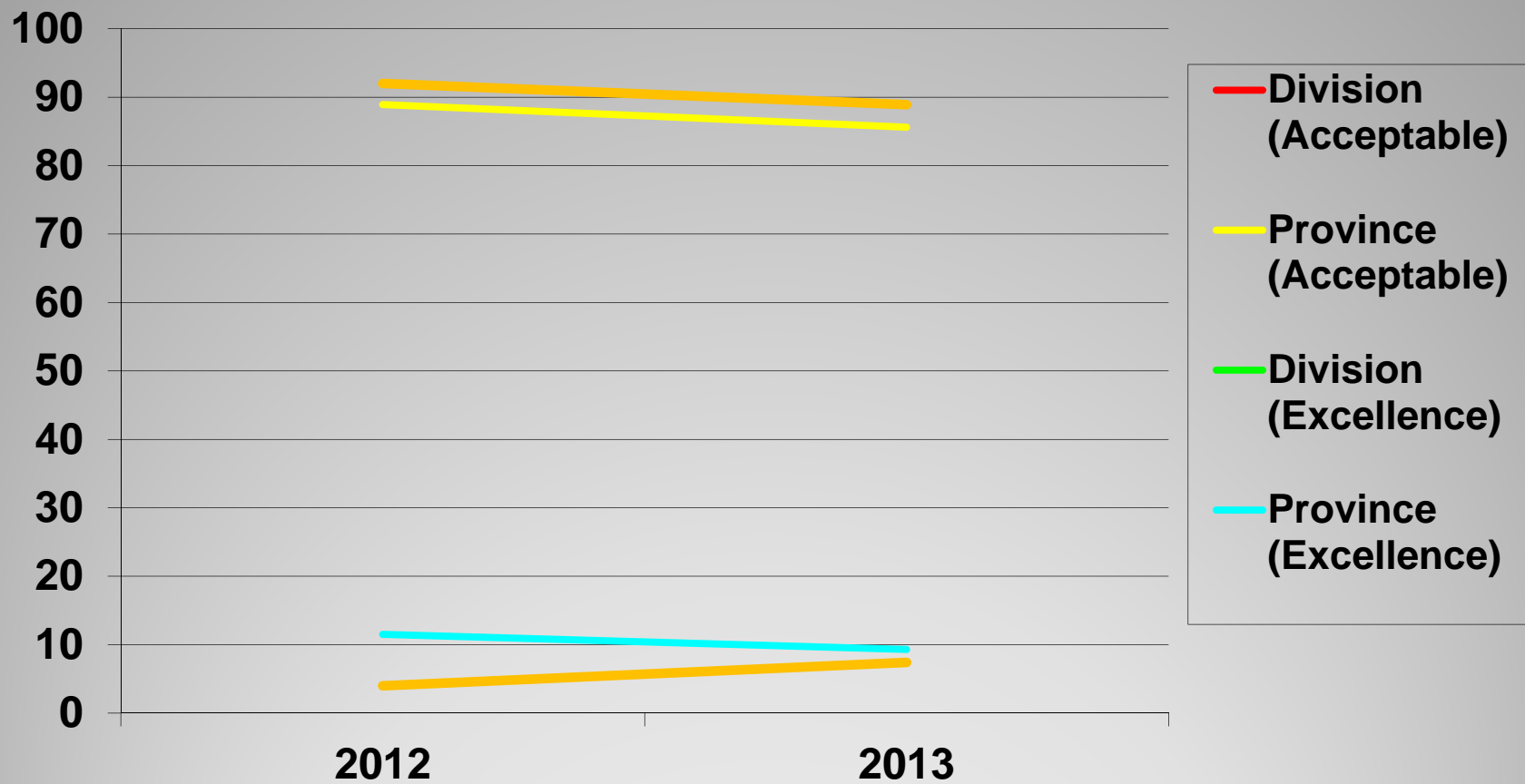
**Social 30-1**

# Social 30-2





**Math 30-1**



**Math 30-2**



## Percentage Difference (School-Awarded vs. Diploma Examination)

Average % Score	School-Awarded Mark		Diploma Exam Mark		Final Course Mark	
Course	Prov.	Sch	Prov.	Sch	Prov.	Sch
Biology 30	73.7	77.9	68.4	70.1	74.2	71.4
Chemistry 30	73.9	77.1	66.0	70.7	70.3	74.2
Physics 30	75.1	80.2	66.4	75.4	71.1	78.1
ELA 30-1	71.6	72.9	62.7	62.7	67.5	68.1
ELA 30-2	65.5	63.2	64.8	66.7	65.5	65.2
Social 30-1	73.5	74.0	63.8	70.8	69.0	72.6
Social 30-2	65.9	65.5	62.4	67.0	64.5	66.6
Math 30-1	75.2	75.8	69.9	67.4	72.9	72.0
Math 30-2	66.4	70.9	56.4	47.2	61.8	59.4

<b>Course</b>	<b>A (80-100%)</b>	<b>B (65-79%)</b>	<b>C (50-64%)</b>	<b>F (0-49%)</b>
Biology 30	+5.1	-4.2	+0.6	-5.8
Chemistry 30	+1.4	+14.0	-6.9	-8.5
Physics 30	+21.5	-1.0	-3.8	-16.9
ELA 30-1	-6.2	+12.8	-5.7	-1.2
ELA 30-2	+6.2	-7.9	+12.1	-10.3
Social 30-1	+6.5	+24.0	-21.2	-9.3
Social 30-2	+3.8	+8.3	+0.1	-12.1
Math 30-1	-3.5	-4.6	-2.4	+9.5
Math 30-2	-4.7	-13.8	-7.3	-25.9
+ (above Prov.) - (below Prov.)	<b>6+/3-</b>	<b>4+/5-</b>	<b>3+/6-</b>	<b>1+/8-</b>

**Percentage Distribution- Diff. between Prov. And School**

**(Jan. 2013 Diploma Examination Mark ONLY)**

Course	Prov. Diploma Average	MHCBE Diploma Average	Variance
Biology 30	68.4	<b>70.1</b>	+1.7
Chemistry 30	66.0	<b>70.7</b>	+4.7
Physics 30	66.4	<b>75.4</b>	+11.0
English 30-1	62.7	<b>62.7</b>	0.0
English 30-2	64.8	<b>66.7</b>	+1.9
Social 30-1	63.8	<b>70.8</b>	+7.0
Social 30-2	62.4	<b>67.0</b>	+4.6
Math 30-1	69.9	67.4	-2.5
Math 30-2	56.4	47.2	-9.2

## DIPLOMA EXAM AVERAGES

# Action Plan

*Diploma teachers are currently doing their Exam Analysis, comparing with their 2012 Diploma analysis and October 2012 goals for improvement, and will report their findings to Mr. Bauche who will report to Senior Admin upon completion.*





## Medicine Hat Catholic Board of Education

### Board Meeting Agenda Item

**April 16, 2013**

### Memorandum

To: Board of Trustees

From: Secretary-Treasurer

Agenda Item: 3-Year Capital Plan – 2014-2017

Purpose: Decision Making

Strategic Plan Reference: Facilities

Enclosures: Summary of 2013-2016 3- year Capital Plan  
Proposed 2014-2017 3-year Capital Plan  
Proposed 2014-2017 3-year Capital Plan Option 1

Background: Annually school boards prepare a 3-year capital plan ranking their priorities for new schools and modernizations in one list and submit it to Alberta Education.

The current capital plan, attached as a summary, has a modernization of Monsignor McCoy as the first priority and a new sector 5 (South) elementary school as the second priority.

In late 2012, Senior Administration had a discussion with the Board of Trustees regarding potential changes to the upcoming capital plan. Based on these discussions Senior Administration has incorporated certain changes in the plan as present. The modernization of Monsignor McCoy remains as the first priority. However, it was discussed that a new school in sector 5 was not likely to be approved, so an expansion of St. Patrick's was seen as the next best solution as priority 2 with an expansion of St. Michael's School in the north as being the third priority. The advantage is that they address the growth pressures in the city.

During the development, it was felt that removing the new school from being a high priority may be challenging. Discussions with Alberta Education in the past have indicated that Medicine Hat Catholic has changed their priorities on schools frequently. The past few capital

plans have had the Skills Center, new Elementary School, modernization of Monsignor McCoy all ranked as the first priority. One criterion that is looked at is the length of time that projects are on the priority list. We are concerned that dropping the priority of a new school to a lower priority may reduce our chances of a new school. We understand capital planning is about future needs and we need to assess what our needs are not three year down the road but 10 years down the road. As such we have included a proposed option 1 which ranks the new school in sector 5 as our second priority.

**Recommendation/Decision:** Senior Administration would recommend that the Board of Trustees of Medicine Hat Catholic Board of Education move to accept proposed Option 1 as presented as the 2014-2017 3-year Capital Plan with the Modernization of Monsignor McCoy as the first priority and construction of a new elementary school in Sector 5 as the second priority.

**Resulting Action:** Continue with the enrollment process.

**Responsibility:** Secretary-Treasurer

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

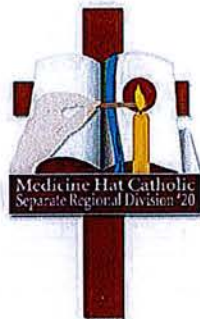
# Three-year Capital Plan

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2012-13 to 2014-15

March 2012

***The Board of Trustees for Medicine Hat Catholic Board of Education adopted the 2012-2014 Capital Plan as presented effective April 1, 2012 at the Board Meeting on March 13, 2012***



**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2012/13 – 2014/15**

This is the capital plan for the 2012 to 2014 Three-year Capital Plan. The primary feature of this plan is the modernization of Monsignor McCoy and construction of a new elementary school in sector 5.

Unlike previous years where school boards presented their new school priorities and modernization priorities independently, school boards are now required to rank all their priorities. As such, the modernization of Monsignor McCoy was ranked greater than the new sector 5 elementary school

Rank	School	Description
1	Monsignor McCoy	Functional modernization to address programming deficiencies.  A value management audit was held in February 2012 and proposals were developed to address the following: <ol style="list-style-type: none"> <li>1. Electrical capacity of the school</li> <li>2. Upgrade of the washrooms</li> <li>3. Expand and modernize the CTS spaces</li> <li>4. Improve gymnasium functionality</li> <li>5. Improve fine arts facilities</li> <li>6. Open up the front of the school for greater access to allow for a multipurpose room/cafeteria.</li> </ol>
2	New sector 5 elementary school	New elementary school in sector 5 for enrollment of 250 students to address the pressures in sector 5.
3	St. Michaels - Medicine Hat	Continued growth in the north (sector 1) will place pressure on the current size. A Functional modernization with some expansion will be required and supported with modulators.
4	St. Francis	Continued growth in the north (sector 1) will place pressure on the current size. A Functional modernization with some expansion will be required and supported with modulators
5	Notre Dame	Functional modernization to address CTS deficiencies in the school.
6	St. Thomas	Functional modernization. Facility audit indicates there is significant work required within the school (FCI > 50%). With the impending demolition of the modulators and the replacement with one modular, the FCI is expected to reduce to approximately 19%.



**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2012/13 – 2014/15**

<b>Rank</b>	<b>School</b>	<b>Description</b>
7	St. Michaels - Bow Island	Functional modernization to 'right-size' the school and to provide the services required for a school of this size.
8	St. Patrick	Assess opportunities for the future. School is over capacity and rezoning may need to be considered. Further expansion of the school is problematic on the site.
9	Mother Teresa	Assess opportunities for the future.
10	St. Mary's	Assess opportunities for the future. The school has capacity currently and into the future and may need to consider rezoning.
11	St. Louis	Assess opportunities for the future. The school has capacity and consideration for rezoning may need to be considered.

**Advantages**

1. Addresses Monsignor McCoy deficiencies
2. Addresses sector 5 enrollment pressures
3. Addresses CTS concerns at Notre Dame

**Disadvantages**

1. Pressure remains in sector 5 until the new school facilities are ready. St. Patrick's may not have the capacity to physically accommodate the growth.
2. Does not recognize any impact from public school construction in sector 5

# Three-year Capital Plan

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2014-17

March 2013

***Proposed Recommendation:***

***THAT the Board of Trustees for Medicine Hat Catholic Board of Education adopts the 2013-2014 Capital Plan as presented effective April 1, 2013.***



**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2014-2017**

This is the capital plan approved by the Board of Trustees for the 2014-2017 Three-year Capital Plan. The primary feature of this plan is the modernization of Monsignor McCoy.

Rank	School	Description
1	Monsignor McCoy	<p>Functional Modernization to address programming deficiencies.</p> <p>A Value Management Audit was held in February 2012 and proposals were developed to address the following:</p> <ol style="list-style-type: none"> <li>1. Electrical Capacity of the school</li> <li>2. Upgrade of the washrooms</li> <li>3. Expand and modernize the CTS spaces</li> <li>4. Improve gymnasium functionality</li> <li>5. Improve fine arts facilities</li> <li>6. Open up the front of the school for greater access to allow for a multipurpose room/cafeteria.</li> </ol>
2	Modernization and Expansion of St. Patrick's School	<p>An expansion of the school is required to address significant pressures in this school and in the sector. Currently the utilization of the school is 111% and this is after the addition of three modular in 2011/12. The sector utilization is currently 98%. Expansion of the school would address this pressure and allow for better programming allowing Notre Dame to become a Junior High School as opposed to a Middle School creating space for sufficient CTS programming.</p> <p>Gym space and washroom space are problematic an expansion would address these issues.</p> <p>This sector will continue to experience growth pressures as home building continues.</p>
3	Modernization and Expansion of St. Michael's School (Medicine Hat)	<p>An expansion of the school is required to address pressure in this area. The utilization of St. Michaels is currently 90% and this is after three modulares were constructed over the past three years.</p> <p>This sector continues to be a growth sector and as Ranchlands Phase 4 starts development and Phase 2 and three continue to build the sector will experience high growth. The capacity of the elementary schools in the sector will be pressured and there is no capacity for growth despite the population forecasts.</p>

**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2014-2017**

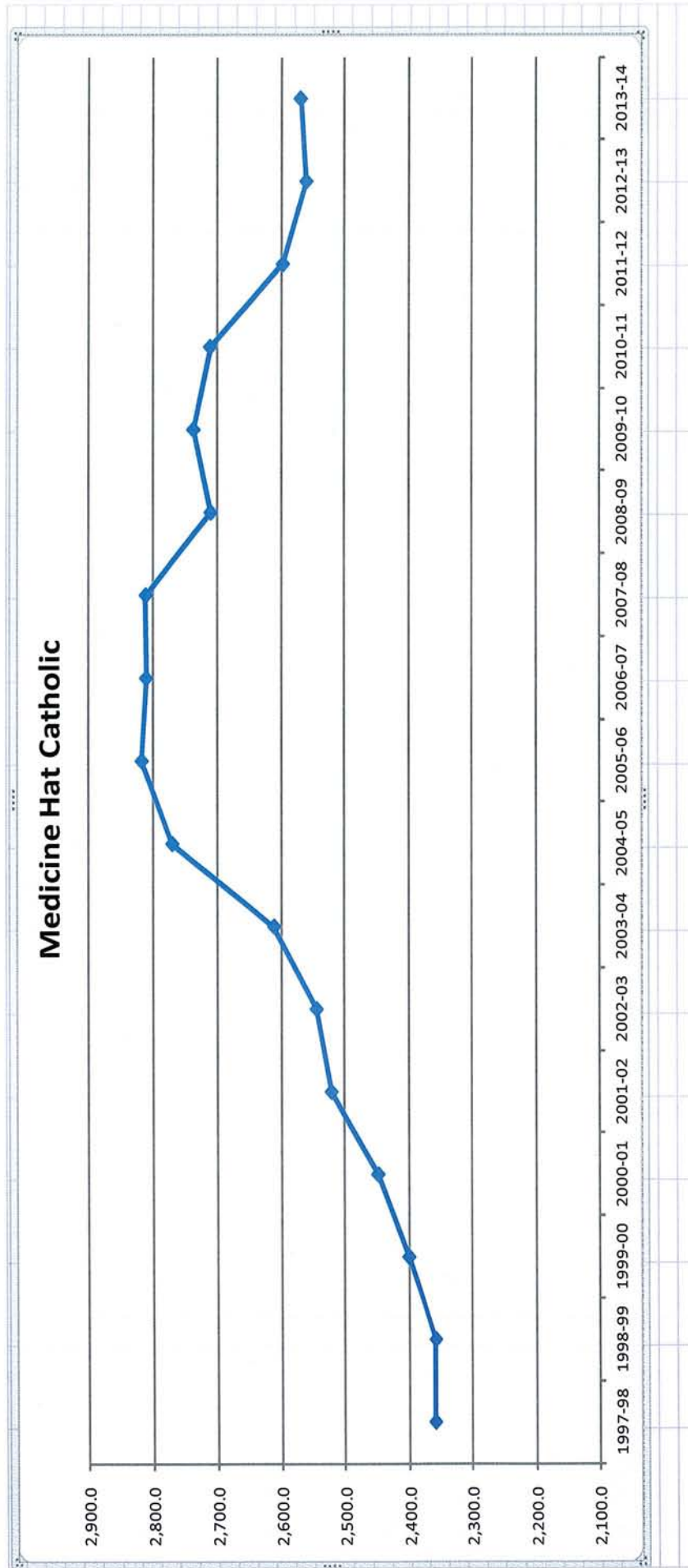
Rank	School	Description
4	Modernization and Expansion of Mother Teresa	The school currently has a utilization of 90%. We are seeing enrollment growth in this area as the neighborhood undergoes a demographic rebound in young families. We expect continued growth in this mature zone which will pressure the school on capacity.
5	Notre Dame Academy - Modernization and small Expansion if St. Patrick's expansion not approved	Functional Modernization to address CTS deficiencies in the school.
6	New Sector 5 Elementary School	New elementary School in Sector 5 for enrollment of 300 students to address the pressures in Sector 5.  Southlands phase 5B site
7	St. Francis	Continued growth in the north (Sector 1) will place pressure on the current size. A Functional Modernization with some expansion will be required and supported with Modulars
8	St. Thomas Modernization	Functional Modernization. Facility audit indicates there is significant work required within the school (FCI > 50%). With the impending demolition of the modulars and the replacement with one modular, the FCI is expected to reduce to approximately 19%.
9	St. Michaels (Bow Island)	Functional Modernization to 'right-size' the school and to provide the services required for a school of this size.
10	St. Mary's	Assess opportunities for the future. The school has capacity currently and into the future and may need to consider rezoning.
11	St. Louis	Assess opportunities for the future. The school has capacity and consideration for rezoning may need to be considered.

**Advantages**

1. Addresses Monsignor McCoy deficiencies
2. Addresses Sector 5 enrollment pressures
3. Addresses CTS concerns at Notre Dame
4. Addresses North sector growth



Medicine Hat Catholic Board of Education  
 Three-year Facility Plan  
 2013/14 – 2015/16  
Enrollment Trend and Forecast





**Medicine Hat Catholic Board of Education**  
**Three-year Facility Plan**  
**2013/14 – 2015/16**  
**Enrollment Trend and Forecast**

	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
McCoy	526.0	499.0	494.0	521.0	515.0	660.0	710.0	731.0	764.0	770.0	792.0	756.0	745.0	561.0	530.0	549.0	562.0
St. Francis	178.0	178.5	178.5	171.5	158.5	170.0	183.0	151.0	155.0	165.0	161.0	148.5	138.5	157.0	123.5	129.0	106.0
St. Louis	106.0	126.5	127.5	135.5	143.0	135.5	138.5	139.5	116.0	118.0	115.0	109.5	94.0	102.5	103.5	84.5	96.0
St. Mary's	557.0	545.0	559.0	539.0	564.0	427.0	445.0	382.0	391.5	427.5	449.0	462.5	482.5	372.0	382.0	332.0	326.0
St. Michael's - MH	157.5	203.0	210.0	212.5	228.0	212.5	201.0	185.5	155.5	157.0	160.5	152.5	175.5	213.0	213.0	211.0	215.0
St. Patrick's	235.5	225.5	231.5	293.5	306.5	359.5	365.0	300.0	337.5	324.5	329.5	322.5	328.0	399.5	399.5	396.0	425.0
St. Thomas	152.5	145.0	140.5	135.5	139.5	124.0	116.5	93.5	68.0	-	-	-	-	101.0	101.0	104.5	105.0
Mother Teresa	294.0	292.5	303.5	284.0	297.5	295.0	268.5	205.5	201.5	263.0	247.5	229.0	269.0	314.5	264.0	286.0	278.0
St. Michael's - BI	130.5	142.5	156.5	156.5	169.0	161.0	153.0	156.5	153.5	115.5	90.5	90.0	92.5	94.0	98.5	90.0	98.0
Notre Dame							30.0	29.8	50.0	51.0	51.0	25.0	411.0	396.0	382.0	385.0	359.0
Other	21.0																
Medicine Hat Catholi	2,358.0	2,357.5	2,401.0	2,449.0	2,521.0	2,544.5	2,610.5	2,769.3	2,817.5	2,810.5	2,811.0	2,709.5	2,736.0	2,710.5	2,597.0	2,567.0	2,570.0

**Medicine Hat Catholic Board of Education**  
**2012-13 Utilization (Adjusted)**

2012-13

School	Grade												2012-13	ECS	FTE
	1	2	3	4	5	6	7	8	9	10	11	12	Total	2012-13	
McCoy													549		549.0
St. Francis													120	18	129.0
St. Louis													77	15	84.5
St. Mary's													332		332.0
St. Michael-MH													194	35	211.5
St. Patrick													347	98	396.0
Mother Teresa													258	56	286.0
St. Michael-BI													85	10	90.0
Notre Dame													385		385.0
St. Thomas													95	18	104.0
Pre-School															0.0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,442</b>	<b>250</b>	<b>2567.0</b>

Grade 1-9	0
Grade 10-12	0
Sub-Total	0
ECS FTE	125
Pre School	0
<b>TOTAL FTE</b>	<b>125.0</b>

School	Net		Revised	2012/13				Available	
	Capacity	Mods		FTE	Severe	Adj Sev	Utilization	Space up to	85%
McCoy	840		840	549.0	10	569.0	68%	145	
St. Francis	181		181	129.0	6	141.0	78%	13	
St. Louis	316		316	84.5	9	102.5	32%	166	
St. Mary	649		649	332.0	7	346.0	53%	206	
St. Michaels	293		293	211.5	26	263.5	90%	(14)	
St. Patricks	444		444	396.0	48	492.0	111%	(115)	
Mother Teresa	400		400	286.0	37	360.0	90%	(20)	
SMBI	226		226	90.0	1	92.0	41%		
Notre Dame	465		465	385.0	5	395.0	85%	0	
St. Thomas	145		145	104.0	2	108.0	74%	15	
<b>Totals - Division</b>	<b>3959</b>	<b>0</b>	<b>3959</b>	<b>2567.0</b>	<b>151</b>	<b>2869.0</b>	<b>72%</b>		
<b>City of Medicine Hat Rate</b>			<b>3733</b>			<b>2777.0</b>	<b>74%</b>	<b>396</b>	

**Sector 1**

McCoy	840	0	840	549	10	569	68%
St. Michaels	293	0	293	211.5	26	263.5	90%
St. Francis	181	0	181	129	6	141	78%
<b>Total</b>			<b>1314</b>			<b>973.5</b>	<b>74%</b>

**Sector 2**

St. Mary	649	0	649	332	7	346	53%
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**Sector 3**

St. Louis	316	0	316	84.5	9	102.5	32%
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**Sector 4**

Mother Teresa	400	0	400	286	37	360.0	90%
St. Thomas	145	0	145	104	2	108	74%
			<b>545</b>			<b>468</b>	<b>86%</b>

**Sector 5**

St. Patricks	444	0	444	396	48	492	111%
Notre Dame	465	0	465	385	5	395	85%
			<b>909</b>			<b>887</b>	<b>98%</b>

Medicine Hat Catholic Board of Education  
Capital Planning

Projected Enrollments 2011 - 2026 (15 Years) and Impacts on Utilization

Year	St. Thomas	St. Pats	SMMH	SMBI	St. Marys	St. Louis	St. Francis	Notre Dame	Mother Teresa	Monsignor McCoy	Division	Division as a School Model	Workforce Planning - Division	Ward 1 Only
2011	108	462	233	100	385	108	130	382	291	541	2,740	2,740	2,946	2,640
2012	109	470	241	104	375	110	119	369	314	563	2,774	2,739	3,001	2,635
2013	108	486	236	98	379	105	114	357	312	551	2,746	2,715	3,102	2,617
2014	113	485	238	102	326	103	116	359	315	562	2,719	2,697	3,189	2,595
2015	114	489	236	95	327	102	117	367	324	565	2,736	2,714	3,276	2,619
2016	105	501	235	96	320	105	121	367	321	573	2,744	2,733	3,357	2,637
2017	105	510	243	95	325	105	127	373	334	564	2,781	2,778	3,445	2,683
2018	109	510	238	96	320	106	129	390	344	570	2,812	2,826	3,523	2,730
2019	112	519	240	100	318	108	134	396	347	589	2,863	2,889	3,595	2,789
2020	114	526	242	104	337	108	140	411	348	613	2,943	2,964	3,671	2,860
2021	117	545	245	105	355	110	143	405	345	624	2,994	3,025	3,736	2,920
2022	121	553	251	110	348	111	145	404	353	638	3,034	3,076	3,796	2,966
2023	124	561	254	111	351	111	146	412	358	653	3,081	3,125	3,841	3,014
2024	126	565	258	117	355	111	149	422	362	683	3,148	3,187	3,870	3,070
2025	127	571	259	119	371	111	151	443	369	663	3,184	3,224	3,105	3,105
2026	127	575	259	121	380	111	151	450	372	664	3,210	3,267	3,146	3,146
Severe (2011)	2	52	32	2	10	15	3	4	32	15	167	167	165	165
Capacity	151	405	273	226	649	316	181	465	400	840	3,906	3,906	3,806	3,806

Utilization

2011	70%	125%	99%	45%	62%	41%	70%	84%	81%	68%	75%	75%	77%
2012	70%	126%	102%	46%	61%	42%	64%	81%	86%	71%	75%	75%	76%
2013	69%	130%	101%	44%	61%	40%	61%	78%	85%	69%	74%	74%	76%
2014	72%	131%	102%	45%	53%	40%	62%	79%	85%	70%	74%	74%	75%
2015	73%	132%	102%	42%	53%	39%	62%	81%	89%	71%	74%	74%	76%
2016	67%	134%	101%	42%	52%	40%	64%	81%	88%	72%	75%	76%	77%
2017	67%	135%	103%	42%	53%	40%	67%	82%	91%	71%	76%	76%	78%
2018	69%	135%	101%	42%	52%	41%	68%	86%	93%	71%	77%	77%	79%
2019	71%	137%	102%	44%	52%	41%	71%	87%	94%	74%	78%	78%	80%
2020	72%	139%	102%	46%	55%	41%	74%	90%	94%	77%	80%	80%	82%
2021	74%	143%	103%	46%	58%	42%	76%	89%	93%	78%	82%	82%	84%
2022	77%	145%	108%	48%	57%	42%	77%	89%	95%	80%	83%	83%	85%
2023	79%	147%	107%	49%	57%	42%	77%	90%	96%	81%	84%	84%	86%
2024	80%	148%	108%	51%	58%	42%	79%	92%	97%	85%	86%	86%	88%
2025	81%	149%	109%	52%	60%	42%	80%	97%	99%	83%	87%	87%	89%
2026	81%	150%	109%	53%	62%	42%	80%	98%	99%	83%	88%	88%	90%

Notes:

1. Uses Baragar's Software Classic Projection Model with the assumptions as developed from December 2012.
2. Capacity remains constant (no school additions or removals).
3. Rezoning not considered in analysis.
4. 'Division as a School' considers all regional assumptions on the entire population whereas 'Division' is the total of each school's assumed enrollment.
5. Heat Map for Utilization (less than 80% = green, Between 80% and 90% = yellow, greater than 90% = red).
6. Workforce Planning Model is from the Alberta Education spreadsheet provided in 2011 based on 2010 information.
7. Enrollment counts warm bodies - not FTE. Utilization adjusts to FTE.



# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Thomas Aquinas School

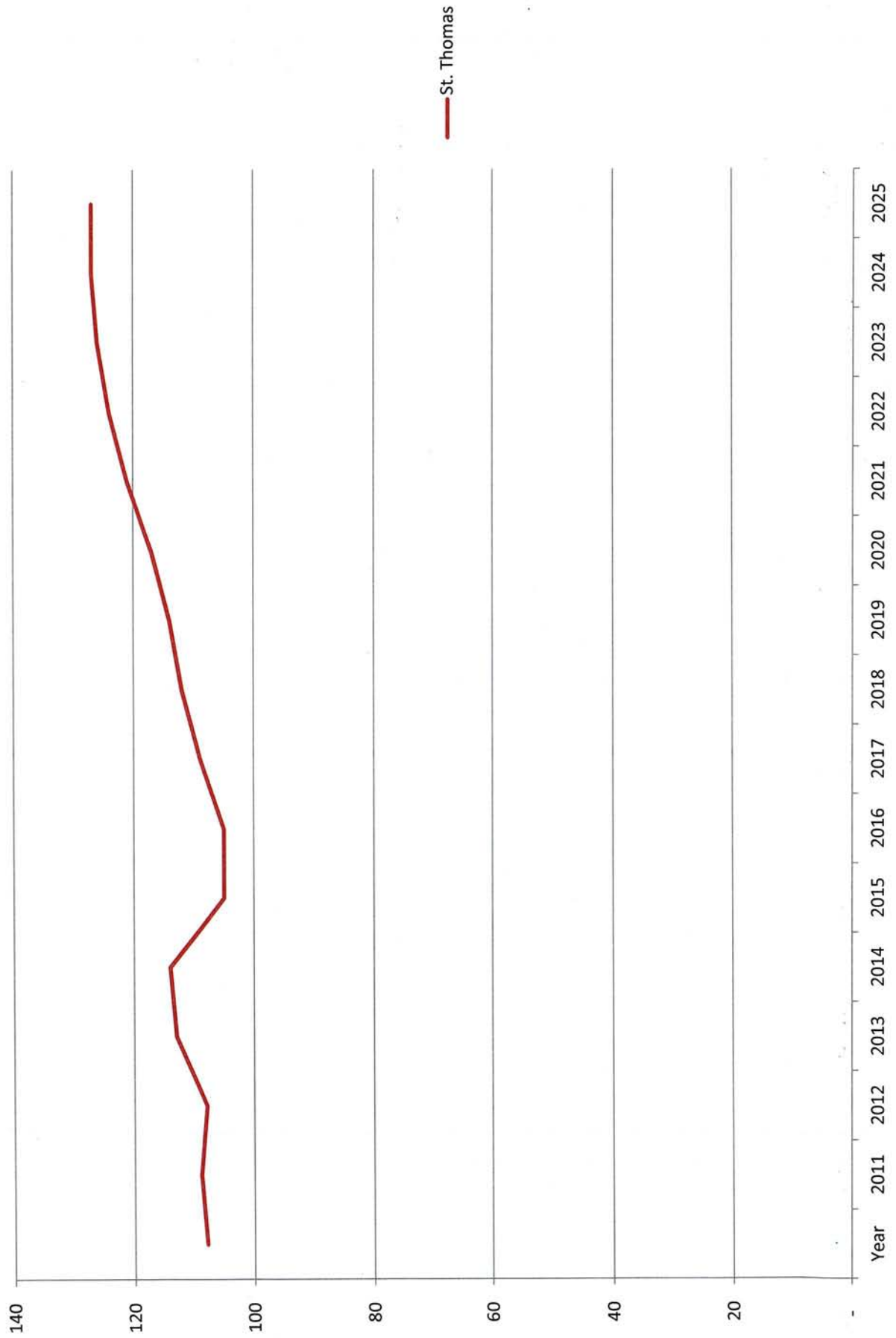
## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK					3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
K				15	10	12	13	13	12	13	14	14	15	15	15	15	15	15	15	15
1				24	18	12	14	16	16	14	16	17	17	18	18	18	18	18	18	18
2				13	25	19	12	15	16	16	15	16	17	17	19	19	19	19	19	19
3				11	13	25	19	12	15	16	16	15	16	17	17	19	19	19	19	19
4				17	11	13	25	19	12	15	16	16	15	16	17	17	19	19	19	19
5				13	16	10	12	24	18	12	14	15	15	14	15	16	16	18	18	18
6				17	12	15	10	11	22	16	11	13	14	14	13	14	15	15	16	16
1 to 3	0	0	0	48	56	56	45	43	47	46	47	48	50	52	54	56	56	56	56	56
4 to 6	0	0	0	47	39	38	47	54	52	43	41	44	44	44	45	47	50	52	53	53
1 to 6	0	0	0	95	95	94	92	97	99	89	88	92	94	96	99	103	106	108	109	109
K to 6	0	0	0	110	105	106	105	110	111	102	102	106	109	111	114	118	121	123	124	124
Total	0	0	0	110	108	109	108	113	114	105	105	109	112	114	117	121	124	126	127	127

### Change from 2011:

1 to 3	0	-11	-13	-9	-10	-9	-8	-6	-4	-2	0	0	0	0	0	0	0	0	0	0
4 to 6	-1	8	15	13	4	2	5	5	5	6	8	11	11	13	14	14	14	14	14	14
1 to 6	-1	-3	2	4	-6	-7	-3	-1	1	4	8	11	11	13	14	14	14	14	14	14
K to 6	1	0	5	6	-3	-3	1	4	6	9	13	16	16	18	19	19	19	19	19	19
Total	1	0	5	6	-3	-3	1	4	6	9	13	16	16	18	19	19	19	19	19	19

## St. Thomas





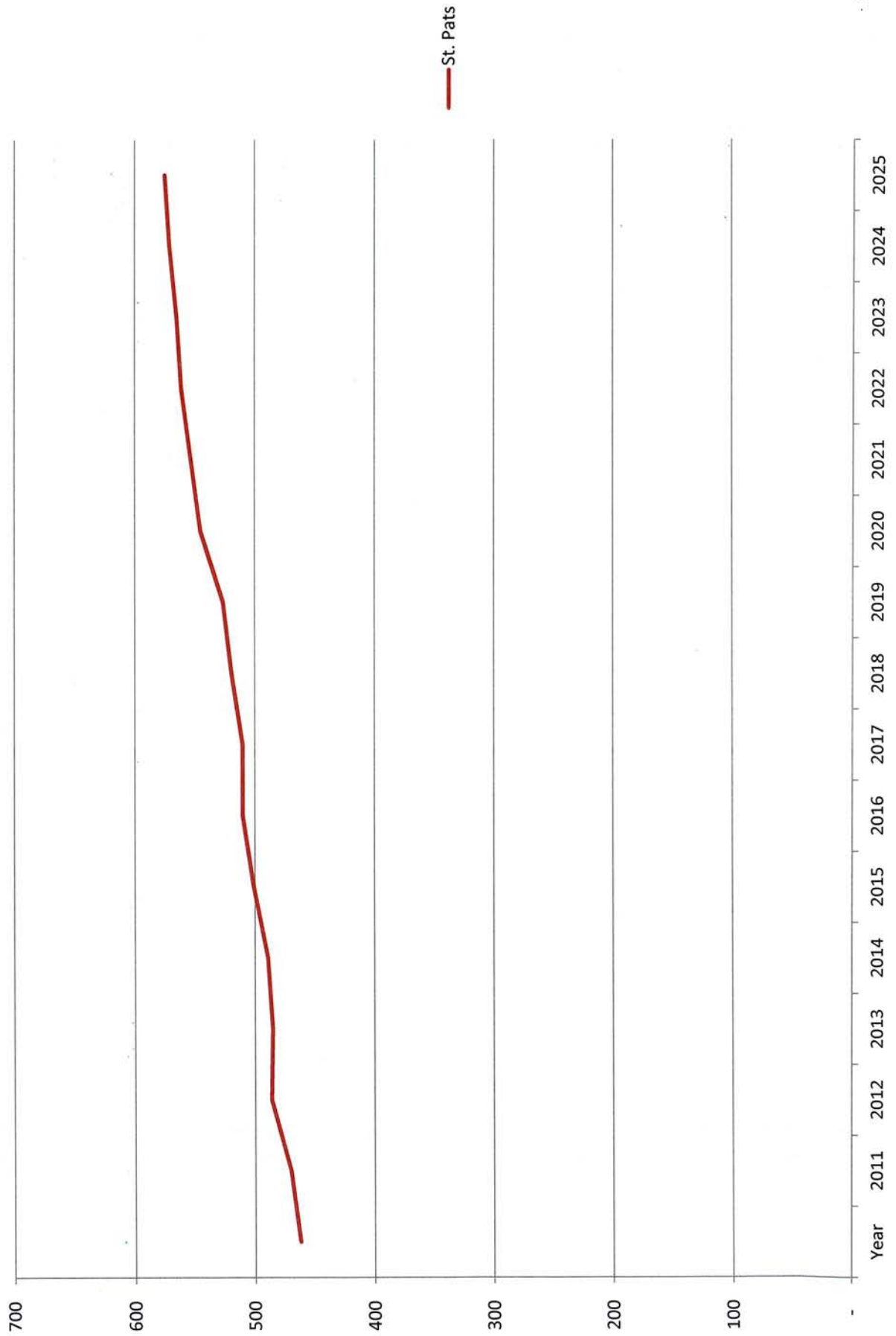
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Patrick's School

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	18	10	27	46	50	48	48	44	49	51	52	53	53	54	54	54	55	55	55	56
K	63	81	67	75	71	81	75	76	66	76	79	80	82	83	85	85	86	86	86	86
1	70	60	70	63	68	71	81	75	75	66	76	79	80	82	83	85	85	85	86	86
2	74	71	63	76	68	68	71	82	76	76	66	77	80	81	83	84	85	86	86	87
3	77	71	74	61	74	66	66	70	81	75	75	65	76	79	80	81	83	84	85	85
4	78	80	75	74	60	74	67	67	71	82	76	76	66	77	79	81	82	83	85	86
5				73	71	62	78	71	71	75	86	80	80	70	81	83	85	86	88	89
1 to 3	221	202	207	200	210	205	218	227	232	217	217	221	236	242	246	250	253	255	257	258
4 to 5	78	80	75	147	131	136	145	138	142	157	162	156	146	147	160	164	167	169	173	175
K to 5	362	363	349	422	412	422	438	441	440	450	458	457	464	472	491	499	506	510	516	519
PK to 5	380	373	376	468	462	470	486	485	489	501	510	510	517	526	545	553	561	565	571	575
Total	380	373	376	468	462	470	486	485	489	501	510	510	517	526	545	553	561	565	571	575
Change from 2011:																				
1 to 3						-5	8	17	22	7	7	11	26	32	36	40	43	45	47	48
4 to 5						5	14	7	11	26	31	25	15	16	29	33	36	38	42	44
K to 5						10	26	29	28	38	46	45	52	60	79	87	94	98	104	107
PK to 5						8	24	23	27	39	48	48	55	64	83	91	99	103	109	113
Total						8	24	23	27	39	48	48	55	64	83	91	99	103	109	113

## St. Pats

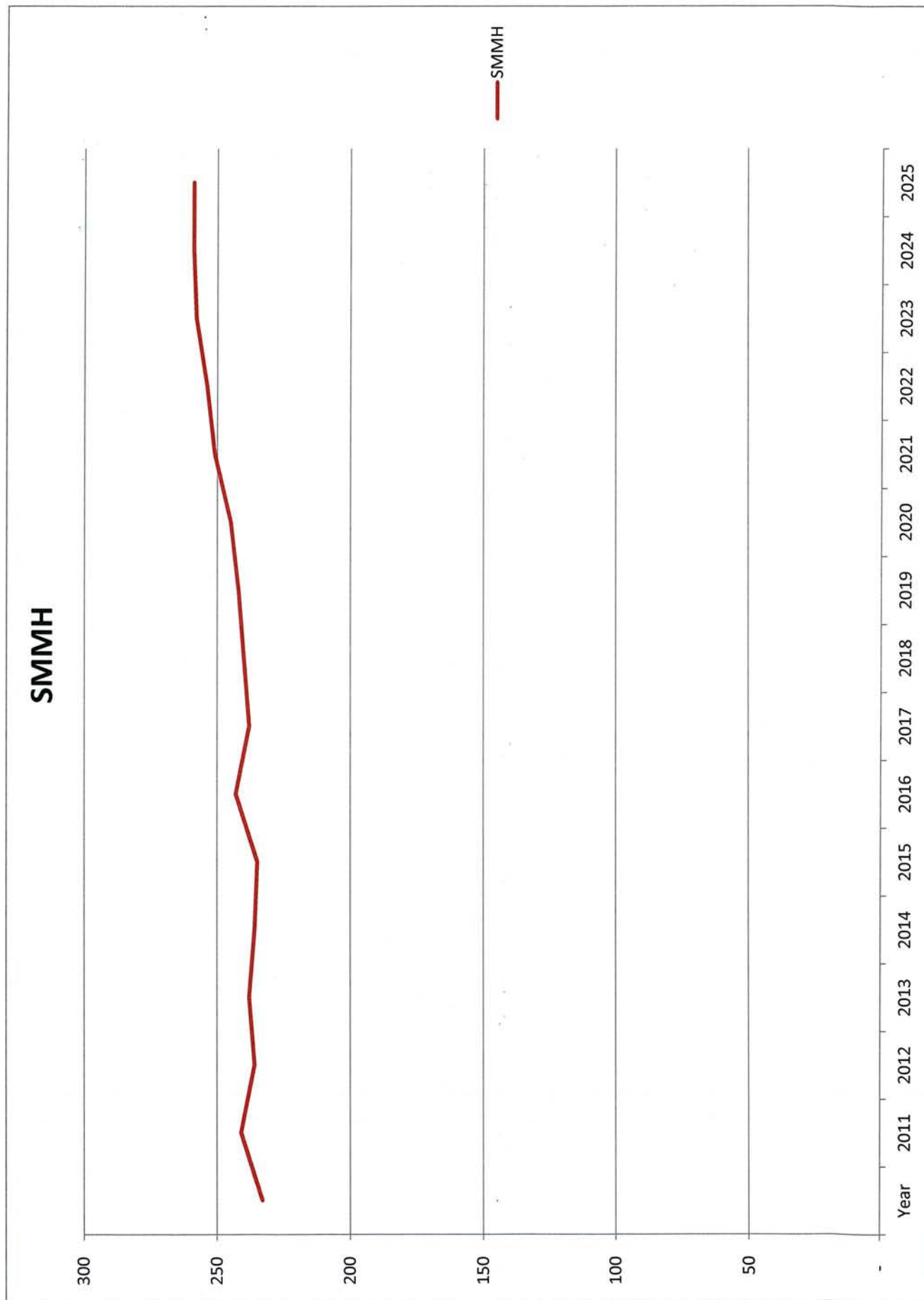


# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Michael's School - (Medicine Hat)

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	9	11	21	22	11	17	15	13	14	14	15	16	16	16	16	16	16	16	16	16
K	23	29	37	26	41	34	36	34	30	33	34	36	36	37	37	37	37	37	37	37
1	29	24	32	37	27	41	34	36	34	30	33	34	36	36	37	37	37	37	37	37
2	32	20	26	28	32	26	39	32	34	32	28	31	32	34	34	35	35	35	35	35
3	26	30	26	33	31	33	26	39	32	34	32	28	31	32	34	34	35	35	35	35
4	29	27	30	30	27	31	33	26	39	32	34	32	28	31	32	34	34	35	35	35
5	24	29	27	31	33	25	28	30	23	37	30	31	30	26	29	29	31	32	32	32
6				33	29	32	23	26	28	21	35	28	29	28	24	27	27	29	30	30
1 to 3	87	74	84	98	90	100	99	107	100	96	93	93	99	102	105	106	107	107	107	107
4 to 6	53	56	57	94	89	88	84	82	90	90	99	91	87	85	85	90	92	96	97	97
K to 6	163	159	178	218	220	222	219	223	220	219	226	220	222	224	227	233	236	240	241	241
PK to 6	172	170	199	240	231	239	234	236	234	233	241	236	238	240	243	249	252	256	257	257
Self Contained Special Ed.	0	0	0	0	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total	172	170	199	240	233	241	236	238	236	235	243	238	240	242	245	251	254	258	259	259
Change from 2011:																				
1 to 3						10	9	17	10	6	3	3	9	12	15	16	17	17	17	17
4 to 6						-1	-5	-7	1	1	10	2	-2	-4	-4	1	3	7	8	8
K to 6						2	-1	3	0	-1	6	0	2	4	7	13	16	20	21	21
PK to 6						8	3	5	3	2	10	5	7	9	12	18	21	25	26	26
Self Contained Special Ed.						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total						8	3	5	3	2	10	5	7	9	12	18	21	25	26	26



# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Michael's School - (Bow Island)

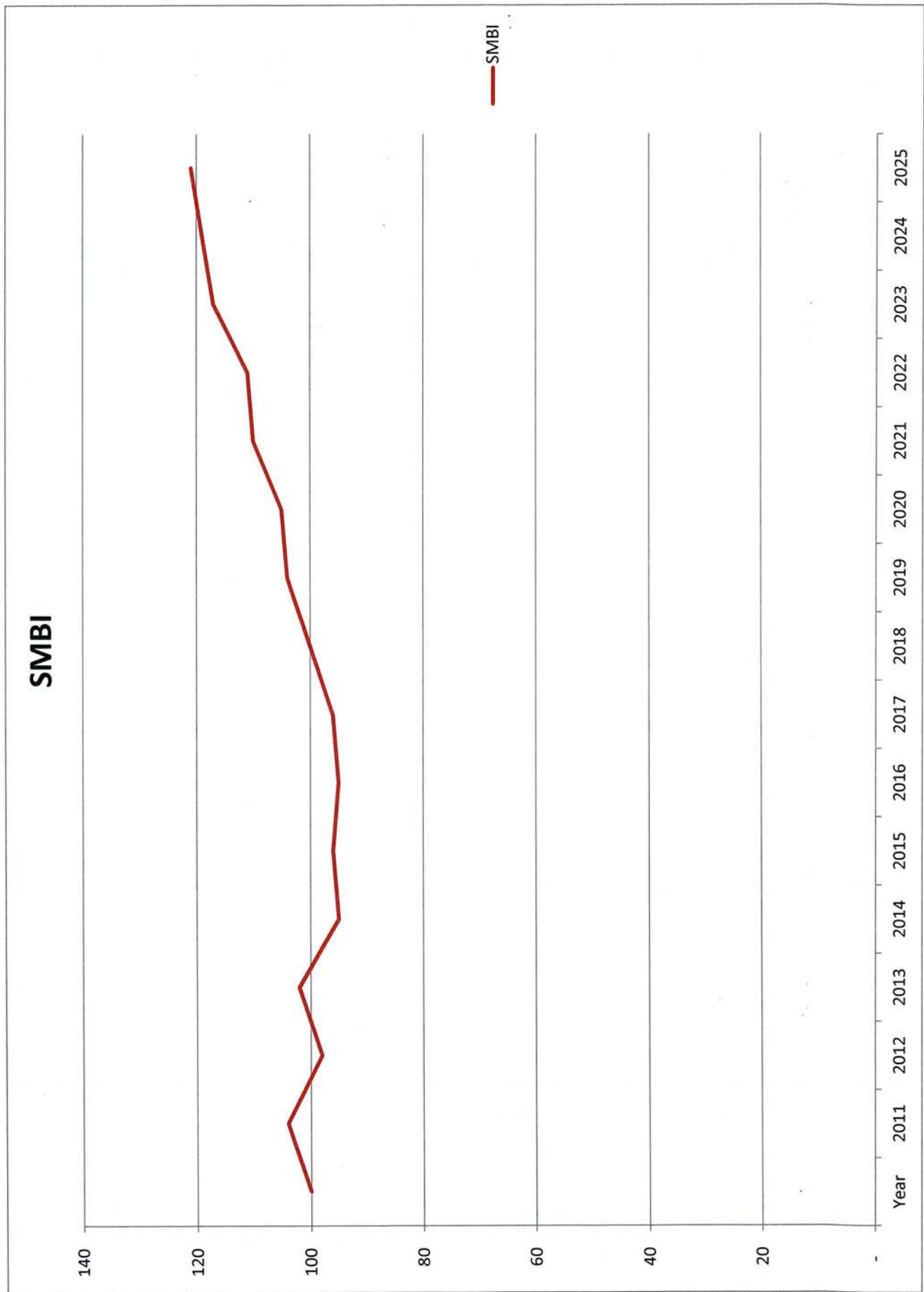
## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK					1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
K	12	8	5	9	3	6	6	8	7	7	8	8	8	9	9	9	9	9	9	9
1	4	10	7	4	8	3	6	7	8	7	7	8	8	9	9	9	9	9	9	9
2	12	3	10	7	5	8	3	7	7	8	7	8	8	9	9	9	9	9	9	9
3	12	11	4	9	8	5	8	3	7	7	8	8	8	9	9	9	9	9	9	9
4	8	11	10	5	8	8	5	8	3	7	7	8	8	8	9	9	9	9	9	9
5	15	6	10	8	5	8	8	5	8	3	7	7	8	8	8	9	9	9	9	9
6	10	12	5	9	9	5	8	8	5	8	3	7	7	8	8	8	9	9	9	9
7	11	9	13	7	10	10	5	9	9	5	9	4	8	8	9	9	9	10	10	10
8	4	12	7	14	6	10	10	5	9	9	5	9	4	8	8	9	9	9	10	10
9	4	4	13	7	15	6	10	10	5	9	9	5	9	4	8	8	9	9	9	10
10	4		2	11	7	15	6	10	10	5	9	9	5	9	4	8	8	9	9	9
11			4	3	12	7	15	6	10	10	5	9	9	5	9	4	8	8	9	9
12			4	4	3	12	7	15	6	10	10	5	9	9	5	9	4	8	8	9
K to 6	73	61	51	51	46	43	44	46	45	47	47	54	55	60	61	62	63	63	63	63
K to 12	96	86	94	97	99	103	97	101	94	95	94	95	99	103	104	109	110	116	118	120
7 to 12	23	25	43	46	53	60	53	55	49	48	47	41	44	43	43	47	47	53	55	57
1 to 12	84	78	89	88	96	97	91	93	87	88	86	87	91	94	95	100	101	107	109	111
Total	96	86	94	97	100	104	98	102	95	96	95	96	100	104	105	110	111	117	119	121

### Change from 2011:

K to 6	-3	-2	0	-1	1	1	8	9	14	15	16	17	17	17	17	17	17	17	17	17
K to 12	4	-2	2	-5	-4	-5	-4	0	4	4	5	10	11	11	11	11	11	17	19	21
7 to 12	7	0	2	-4	-5	-6	-12	-9	-10	-10	-10	-9	-5	-2	-10	-6	-6	0	2	4
1 to 12	1	-5	-3	-9	-8	-10	-9	-5	-2	-2	-1	-9	-5	-2	-1	4	5	11	13	15
Total	4	-2	2	-5	-4	-5	-4	0	4	4	5	10	11	11	11	10	11	17	19	21





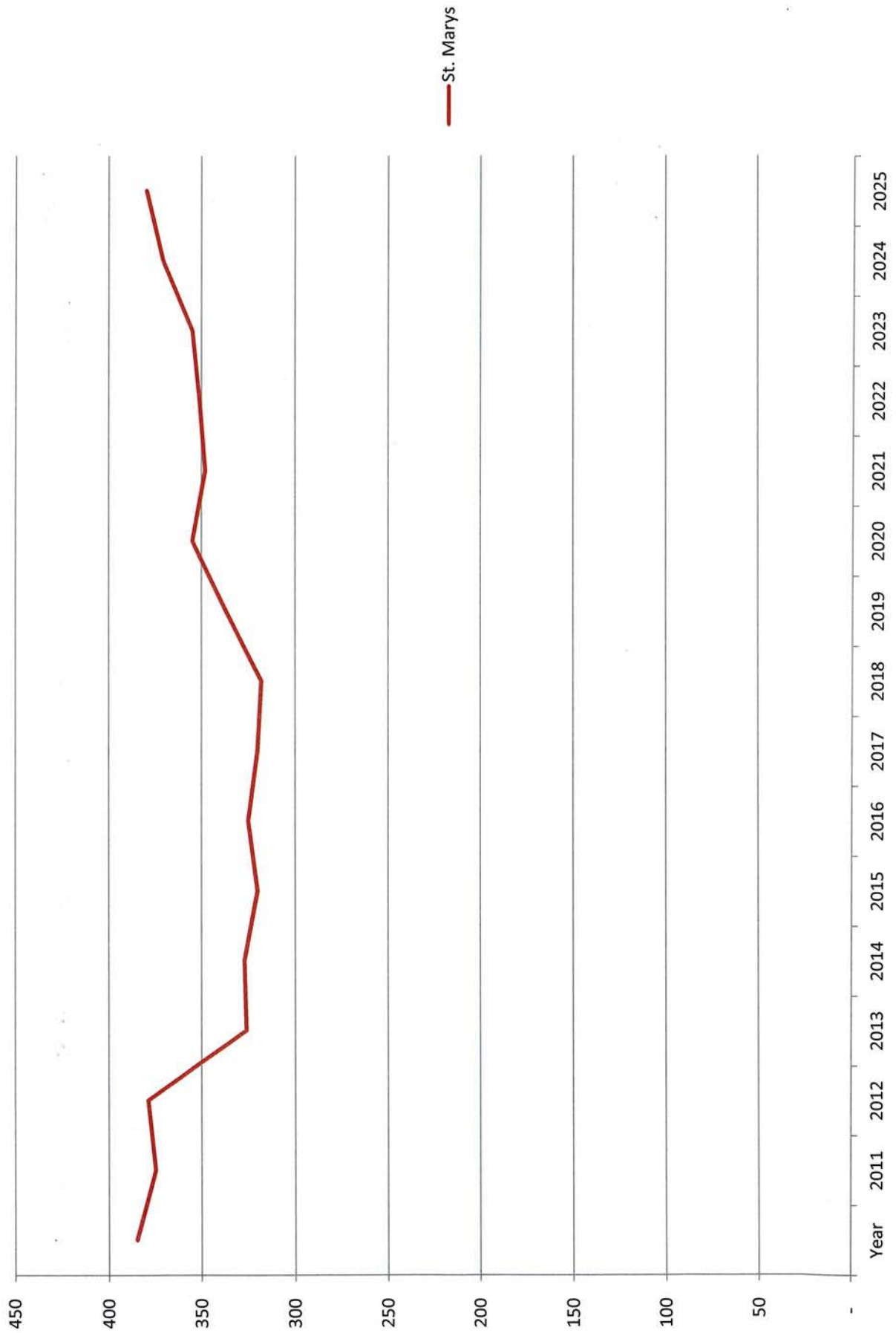
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Mary's School

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	1																			
K	16	17	25																	
1	26	20	14																	
2	16	24	15																	
3	24	15	23																	
4	12	22	16																	
5	17	11	20																	
6	126	130	127																	
7	98	139	128	130	148	114	132	103	113	122	108	112	122	123	128	115	127	132	134	138
8	123	99	131	126	121	145	106	124	97	106	113	100	104	114	116	120	107	119	122	124
9				121	115	115	140	98	116	91	103	107	91	99	110	112	116	103	114	117
8 to 9	123	99	131	247	236	260	246	222	213	197	216	207	195	213	226	232	223	222	236	241
7 to 9	221	238	259	377	384	374	378	325	326	319	324	319	317	336	354	347	350	354	370	379
Self Contained Special Ed.	0	0	0	5	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Total	458	478	499	382	385	375	379	326	327	320	325	320	318	337	355	348	351	355	371	380
Change from 2011:																				
8 to 9						24	10	-14	-23	-39	-20	-29	-41	-23	-10	-4	-13	-14	0	5
7 to 9						-10	-6	-59	-58	-65	-60	-65	-67	-48	-30	-37	-34	-30	-14	-5
Self Contained Special Ed.						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total						-10	-6	-59	-58	-65	-60	-65	-67	-48	-30	-37	-34	-30	-14	-5

## St. Marys



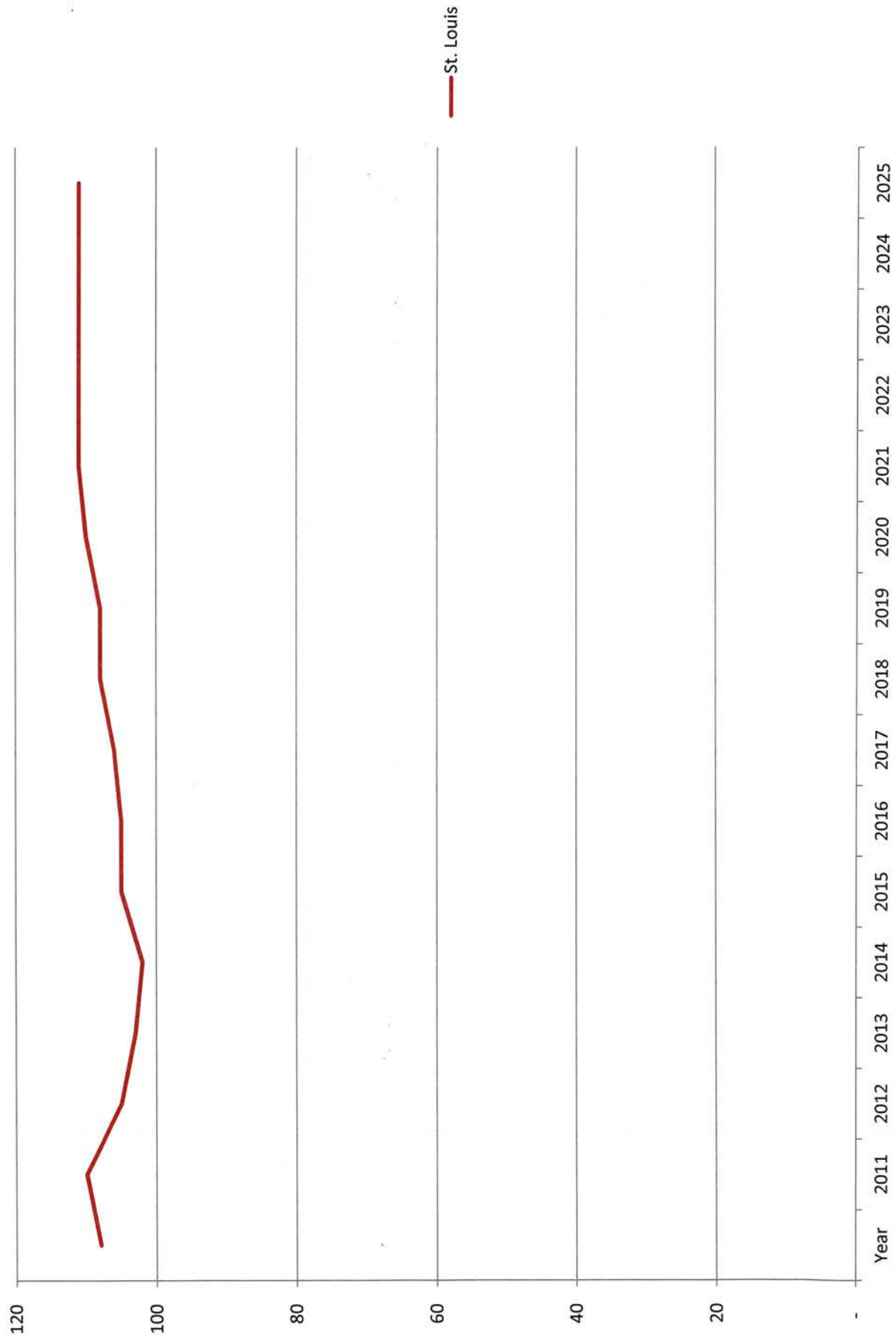
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Louis School

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	19	1			3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
K	16	13	10	13	12	13	12	12	12	13	13	13	13	13	13	13	13	13	13	13
1	16	20	15	11	13	12	13	11	12	12	13	13	13	13	13	13	13	13	13	13
2	17	19	16	10	11	13	13	15	13	14	13	15	15	15	15	15	15	15	15	15
3	16	19	21	15	13	11	13	13	15	13	14	13	15	15	15	15	15	15	15	15
4	18	14	16	19	14	13	11	13	12	13	11	12	12	13	13	13	13	13	13	13
5	26	17	15	11	20	16	15	12	13	14	15	13	14	13	15	15	15	15	15	15
6				11	12	19	15	14	12	13	13	14	13	13	13	14	14	14	14	14
1 to 3	49	58	52	36	37	36	39	39	40	39	40	41	43	43	43	43	43	43	43	43
4 to 6	44	31	31	41	46	48	41	39	37	40	39	39	39	39	41	42	42	42	42	42
1 to 6	93	89	83	77	83	84	80	78	77	79	79	80	82	82	84	85	85	85	85	85
K to 6	109	102	93	90	95	97	92	90	89	92	92	93	95	95	97	98	98	98	98	98
Self Contained Special Ed.	0	0	0	20	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Total	128	103	93	110	108	110	105	103	102	105	105	106	108	108	110	111	111	111	111	111
Change from 2011:																				
1 to 3						-1	2	2	3	2	3	4	6	6	6	6	6	6	6	6
4 to 6						2	-5	-7	-9	-6	-7	-7	-7	-7	-5	-4	-4	-4	-4	-4
1 to 6						1	-3	-5	-6	-4	-4	-3	-1	-1	1	2	2	2	2	2
K to 6						2	-3	-5	-6	-3	-3	-2	0	0	2	3	3	3	3	3
Self Contained Special Ed.						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total						2	-3	-5	-6	-3	-3	-2	0	0	2	3	3	3	3	3

## St. Louis





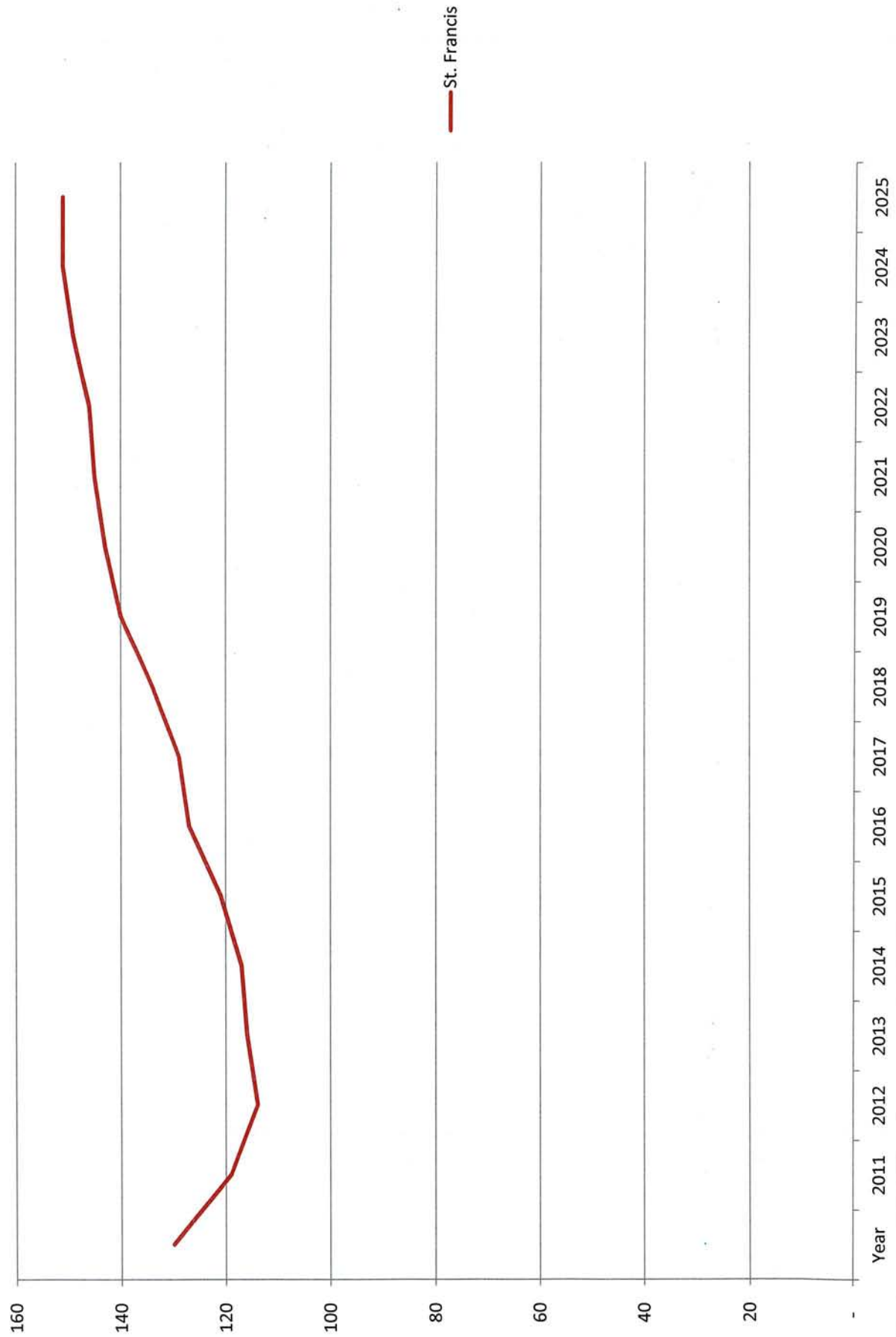
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
St. Francis Xavier School

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK		1		5	2	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
K	29	21	19	17	15	17	16	18	19	19	20	20	21	21	21	21	21	21	21	21
1	27	27	19	19	17	16	18	18	19	20	21	21	21	23	23	23	23	23	23	23
2	31	27	26	18	19	17	16	18	18	20	20	21	21	22	23	23	23	23	23	23
3	26	28	25	25	17	19	17	16	18	18	20	20	21	22	22	23	23	23	23	23
4	34	29	26	24	21	17	20	17	16	18	18	20	21	21	22	22	23	23	24	24
5	28	27	33	27	23	20	17	19	17	16	18	17	19	20	21	21	21	23	23	23
6				33	16	10	7	7	7	7	7	7	7	8	8	9	9	10	11	11
1 to 3	84	82	70	62	53	52	51	52	55	58	61	62	63	67	68	69	69	69	69	69
4 to 6	62	56	59	84	60	47	44	43	40	41	43	44	47	49	51	52	53	56	58	58
K to 6	175	159	148	163	128	116	111	113	114	118	124	126	131	137	140	142	143	146	148	148
PK to 6	175	160	148	168	130	119	114	116	117	121	127	129	134	140	143	145	146	149	151	151
Total	175	160	148	168	130	119	114	116	117	121	127	129	134	140	143	145	146	149	151	151
Change from 2011:																				
1 to 3						-1	-2	-1	2	5	8	9	10	14	15	16	16	16	16	16
4 to 6						-13	-16	-17	-20	-19	-17	-16	-13	-11	-9	-8	-7	-4	-2	-2
K to 6						-12	-17	-15	-14	-10	-4	-2	3	9	12	14	15	18	20	20
PK to 6						-11	-16	-14	-13	-9	-3	-1	4	10	13	15	16	19	21	21
Total						-11	-16	-14	-13	-9	-3	-1	4	10	13	15	16	19	21	21

## St. Francis



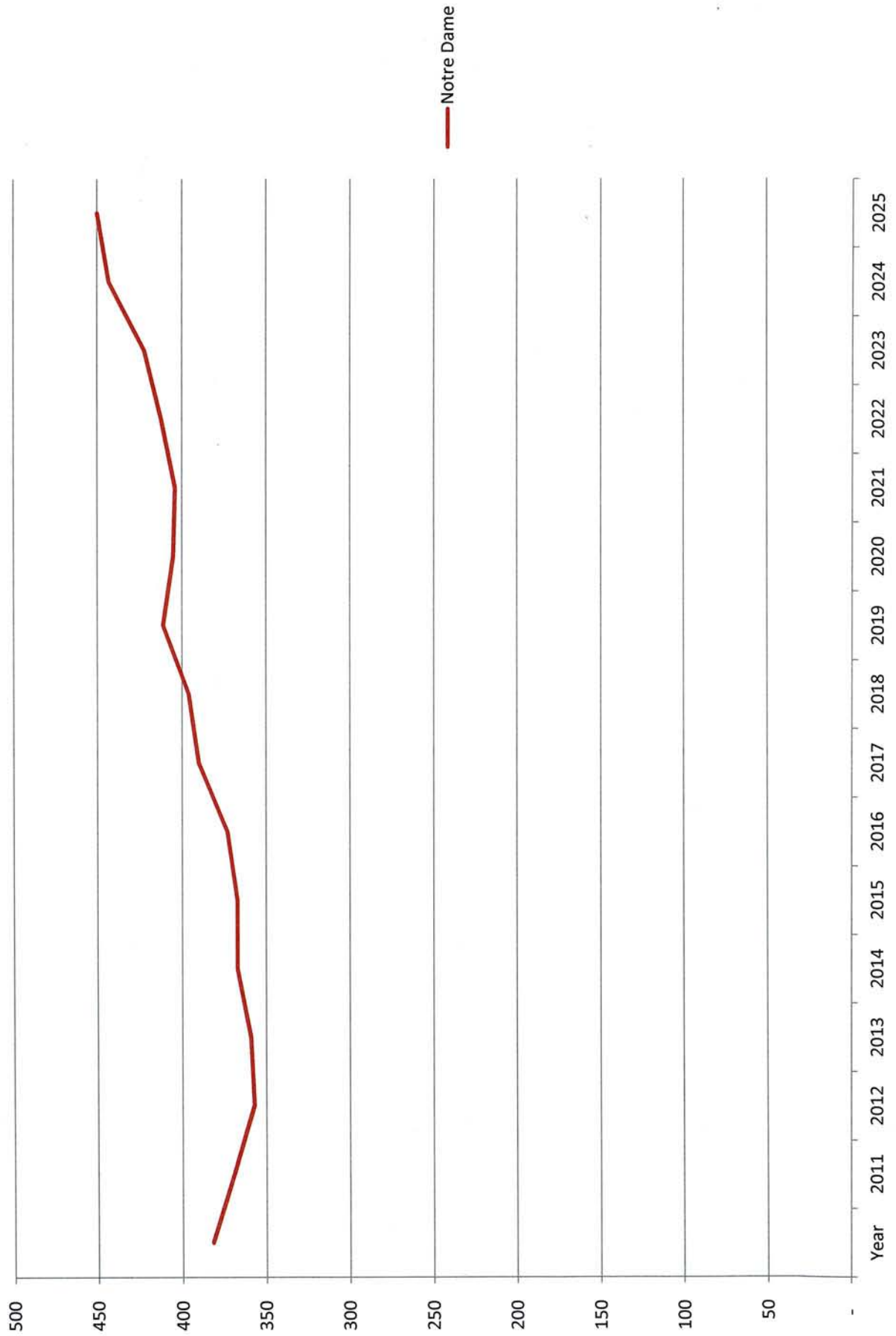
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
Notre Dame Academy

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
5	100	100	90																	
6	106	112	109	98	97	98	101	101	104	99	106	118	113	115	103	117	122	124	126	127
7	107	102	112	103	89	91	92	94	95	98	93	100	110	105	107	97	109	115	117	118
8	103	100	100	105	98	86	84	85	88	88	90	86	93	103	98	98	89	100	105	106
9				85	98	94	80	79	80	82	84	86	80	88	97	92	92	83	95	99
7 to 9	210	202	212	293	285	271	256	258	263	268	267	272	283	296	302	287	290	298	317	323
6 to 9	316	314	321	391	382	369	357	359	367	367	373	390	396	411	405	404	412	422	443	450
Total	416	414	411	391	382	369	357	359	367	367	373	390	396	411	405	404	412	422	443	450
Change from 2011:																				
7 to 9						-14	-29	-27	-22	-17	-18	-13	-2	11	17	2	5	13	32	38
6 to 9						-13	-25	-23	-15	-15	-9	8	14	29	23	22	30	40	61	68
Total						-13	-25	-23	-15	-15	-9	8	14	29	23	22	30	40	61	68

## Notre Dame



# Enrollment Projection: Baragar assumptions without local knowledge

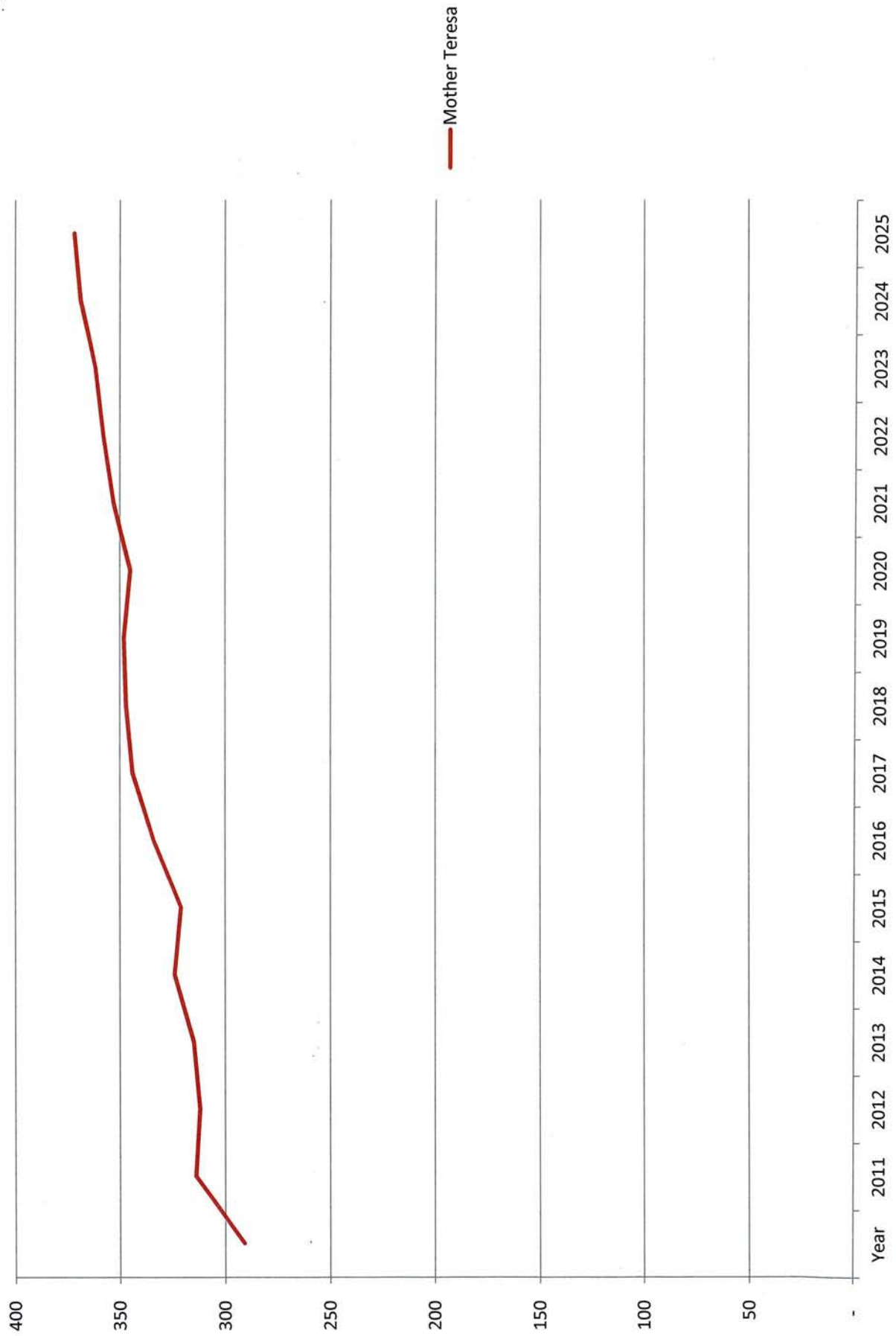
Medicine Hat Catholic Separate Regional Division  
Mother Teresa School

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	8	22	38	32	21	26	31	25	26	26	27	28	28	28	28	29	29	29	29	30
K	41	44	46	41	39	43	45	50	42	42	43	45	46	47	47	47	48	48	49	49
1	52	44	50	49	37	38	43	45	50	42	43	44	45	46	47	48	48	48	49	49
2	23	49	51	47	47	36	38	43	46	51	43	44	45	46	47	48	48	49	49	50
3	60	21	53	49	36	47	36	38	44	47	52	43	44	45	46	48	49	49	50	50
4	47	57	25	57	43	35	47	37	39	45	47	53	44	45	46	47	48	49	50	50
5	45	35	49	24	52	44	35	48	37	39	46	48	54	45	46	47	48	49	51	51
6				50	16	45	37	29	40	29	33	39	41	46	38	39	40	41	42	43
1 to 3	135	114	154	145	120	121	117	126	140	140	138	131	134	137	140	144	145	146	148	149
4 to 6	92	92	74	131	111	124	119	114	116	113	126	140	139	136	130	133	136	139	143	144
K to 6	268	250	274	317	270	288	281	290	298	295	307	316	319	320	317	324	329	333	340	342
PK to 6	276	272	312	349	291	314	312	315	324	321	334	344	347	348	345	353	358	362	369	372
Self Contained Special Ed.	0	0	0	2	0															
Total	276	272	312	351	291	314	312	315	324	321	334	344	347	348	345	353	358	362	369	372
Change from 2011:																				
1 to 3						1	-3	6	20	20	18	11	14	17	20	24	25	26	28	29
4 to 6						13	8	3	5	2	15	29	28	25	19	22	25	28	32	33
K to 6						18	11	20	28	25	37	46	49	50	47	54	59	63	70	72
PK to 6						23	21	24	33	30	43	53	56	57	54	62	67	71	78	81
Self Contained Special Ed.																				
Total						23	21	24	33	30	43	53	56	57	54	62	67	71	78	81



## Mother Teresa



# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
McCoy High School

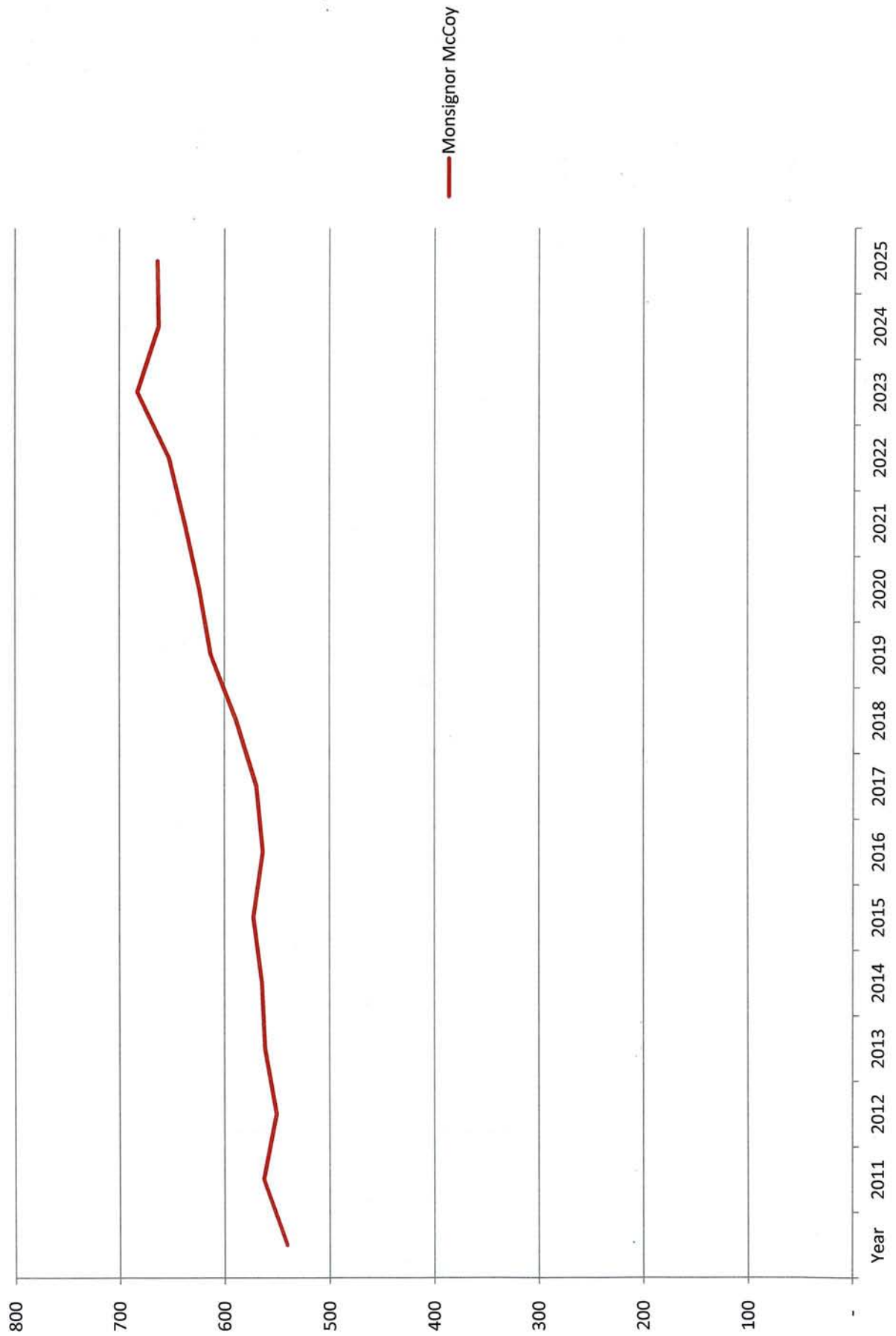
## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
9	212	174	187																	
10	204	206	171	184	179	178	173	189	179	184	180	185	202	204	196	215	218	225	197	220
11	171	194	194	160	188	181	180	177	192	181	186	183	188	204	207	199	218	221	228	199
12	204	177	196	196	162	192	186	184	182	196	186	190	187	193	209	212	205	225	226	233
10 to 11	375	400	365	344	367	359	353	366	371	365	366	368	390	408	403	414	436	446	425	419
11 to 12	375	371	390	356	350	373	366	361	374	377	372	373	375	397	416	411	423	446	454	432
10 to 12	579	577	561	540	529	551	539	550	553	561	552	558	577	601	612	626	641	671	651	652
Self Contained Special Ed.	0	0	0	7	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
Total	791	751	748	547	541	563	551	562	565	573	564	570	589	613	624	638	653	683	663	664

Change from 2011:																				
10 to 11	-8	-14	-1	4	-2	-1	1	23	41	36	47	69	79	58	52					
11 to 12	23	16	11	24	27	22	23	25	47	66	61	73	96	104	82					
10 to 12	22	10	21	24	32	23	29	48	72	83	97	112	142	122	123					
Self Contained Special Ed.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	22	10	21	24	32	23	29	48	72	83	97	112	142	122	123					

## Monsignor McCoy



# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
Division as a school

## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
PK	54	46	86	105	91	94	94	87	96	100	102	103	105	105	106	106	107	108	108	109
K	200	213	209	196	191	204	201	207	192	212	222	226	230	233	234	235	236	237	238	240
1	224	205	207	207	188	193	206	205	212	196	217	228	231	236	238	239	240	241	243	244
2	205	213	207	199	207	186	190	206	204	211	196	216	226	230	235	238	239	240	241	242
3	241	195	226	203	192	205	184	190	206	204	211	196	216	226	230	235	237	239	240	241
4	226	240	198	226	184	193	206	187	193	209	207	214	199	219	229	233	239	241	242	243
5	255	225	244	187	220	185	194	207	188	195	210	209	216	201	221	232	235	240	243	244
6	242	254	241	251	191	216	191	198	213	199	203	220	218	226	209	231	242	245	250	253
7	216	250	253	240	247	206	223	202	209	224	215	216	236	233	241	224	247	259	263	268
8	230	211	238	245	225	235	190	208	190	194	208	199	202	220	218	226	208	231	241	244
9	216	178	200	213	228	211	226	178	197	177	185	194	186	190	207	204	211	196	216	227
10	208	206	173	195	186	191	190	197	184	187	188	189	204	208	201	220	218	226	209	231
11	171	194	198	163	200	191	198	198	203	192	193	194	196	211	216	207	228	226	234	216
12	204	177	200	200	165	204	197	202	202	208	196	197	199	201	215	221	213	233	231	240
K to 6	1593	1545	1532	1469	1373	1382	1372	1400	1408	1426	1466	1509	1536	1571	1596	1643	1668	1683	1697	1707
7 to 9	662	639	691	698	700	652	639	588	596	595	608	609	624	643	666	654	666	686	720	739
10 to 12	583	577	571	558	551	586	585	597	589	587	577	580	599	620	632	648	659	685	674	687
PK to 12	2892	2807	2880	2830	2715	2714	2690	2672	2689	2708	2753	2801	2864	2939	3000	3051	3100	3162	3199	3242
Self Contained Special Ed.	0	0	0	34	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
Total	2892	2807	2880	2864	2740	2739	2715	2697	2714	2733	2778	2826	2889	2964	3025	3076	3125	3187	3224	3267

Change from 2011:

K to 6	9	-1	27	35	53	93	136	163	198	223	270	295	310	324	334
7 to 9	-48	-61	-112	-104	-105	-92	-91	-76	-57	-34	-46	-34	-14	20	39
10 to 12	35	34	46	38	36	26	29	48	69	81	97	108	134	123	136
PK to 12	-1	-25	-43	-26	-7	38	86	149	224	285	336	385	447	484	527

School Year: 2011/2012

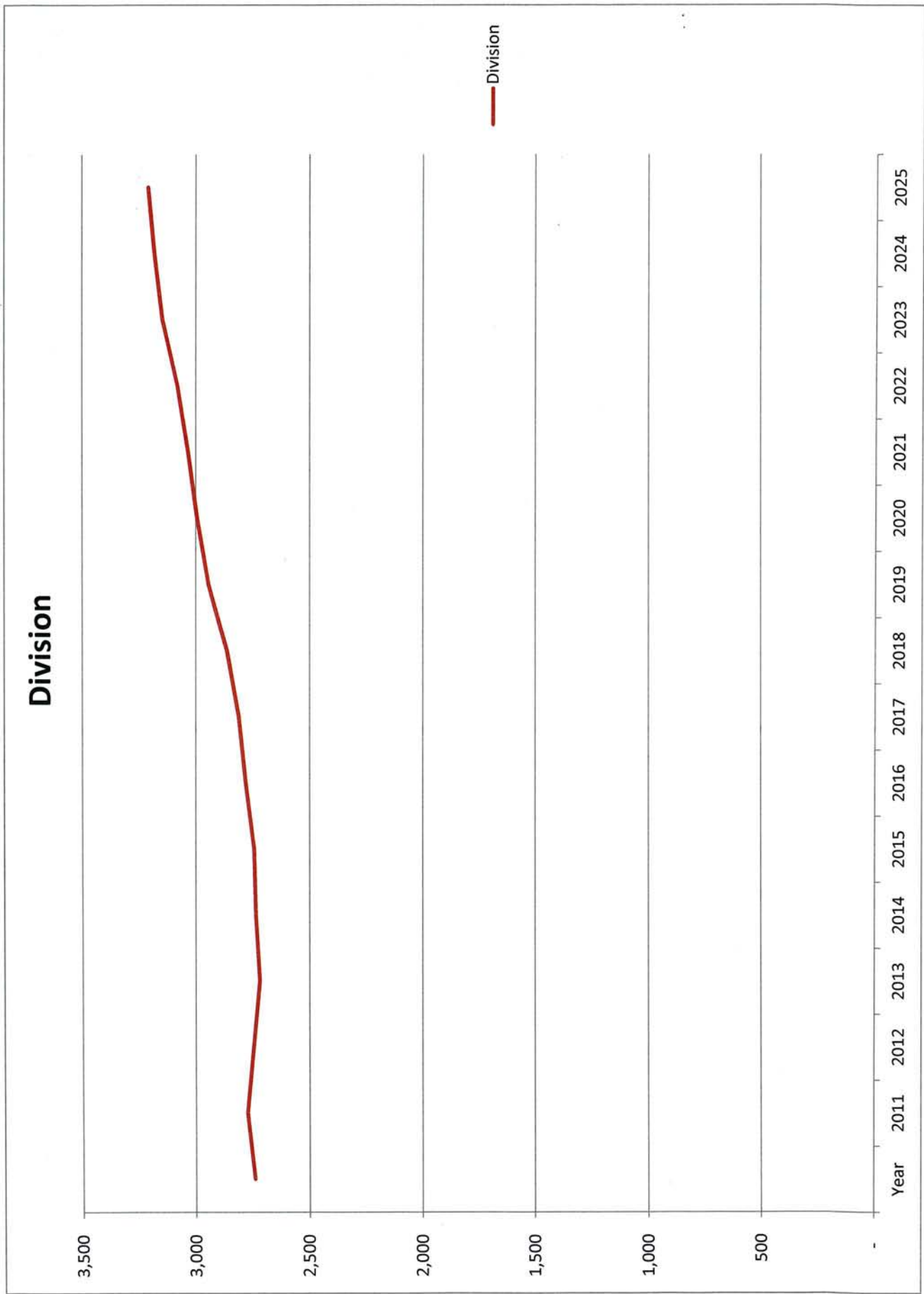
# Enrollment Projection: Baragar assumptions without local knowledge

Medicine Hat Catholic Separate Regional Division  
Division as a school

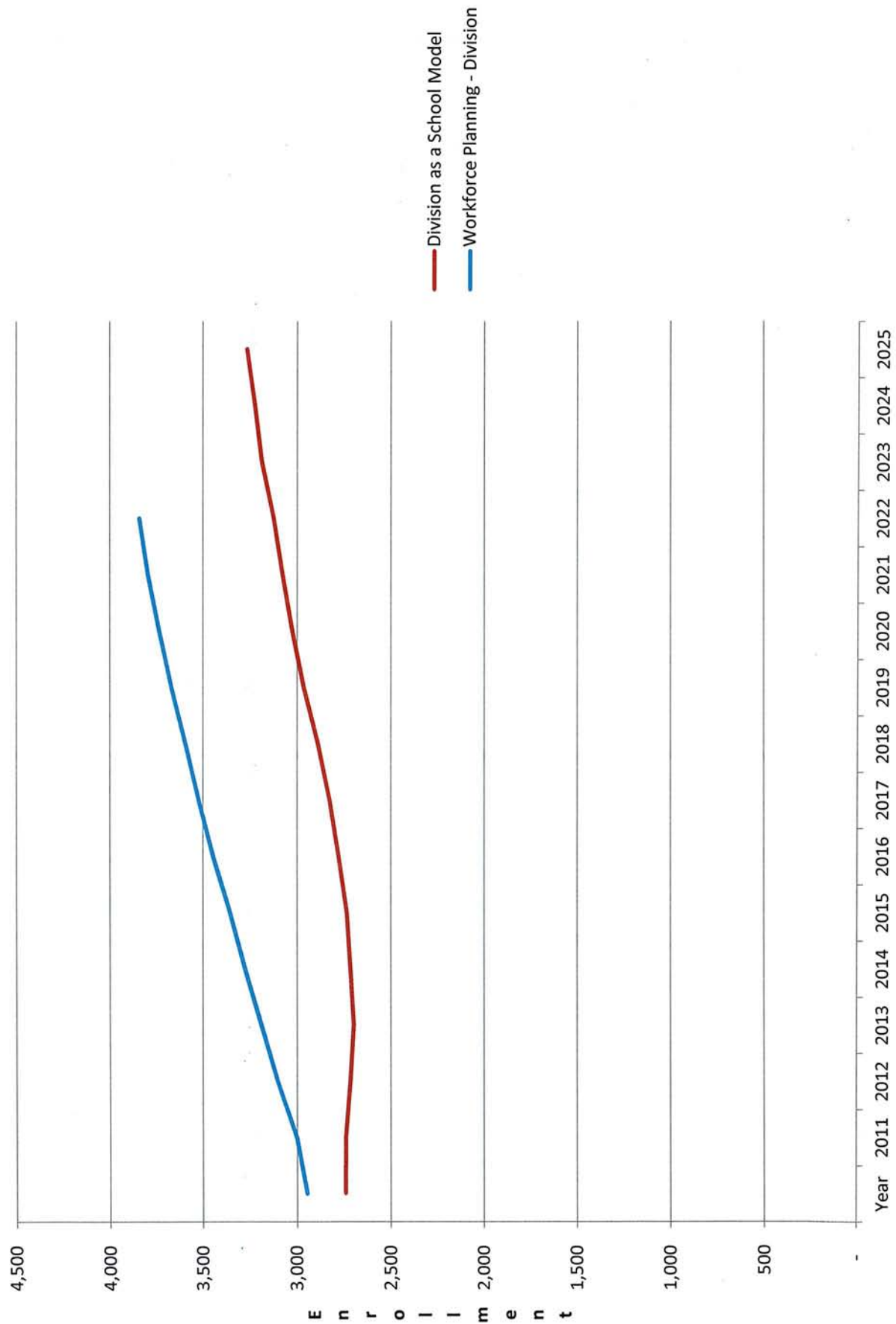
## A Projection of Total Enrollment: ALL Programs

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Self Contained Special Ed.						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total						-1	-25	-43	-26	-7	38	86	149	224	285	336	385	447	484	527

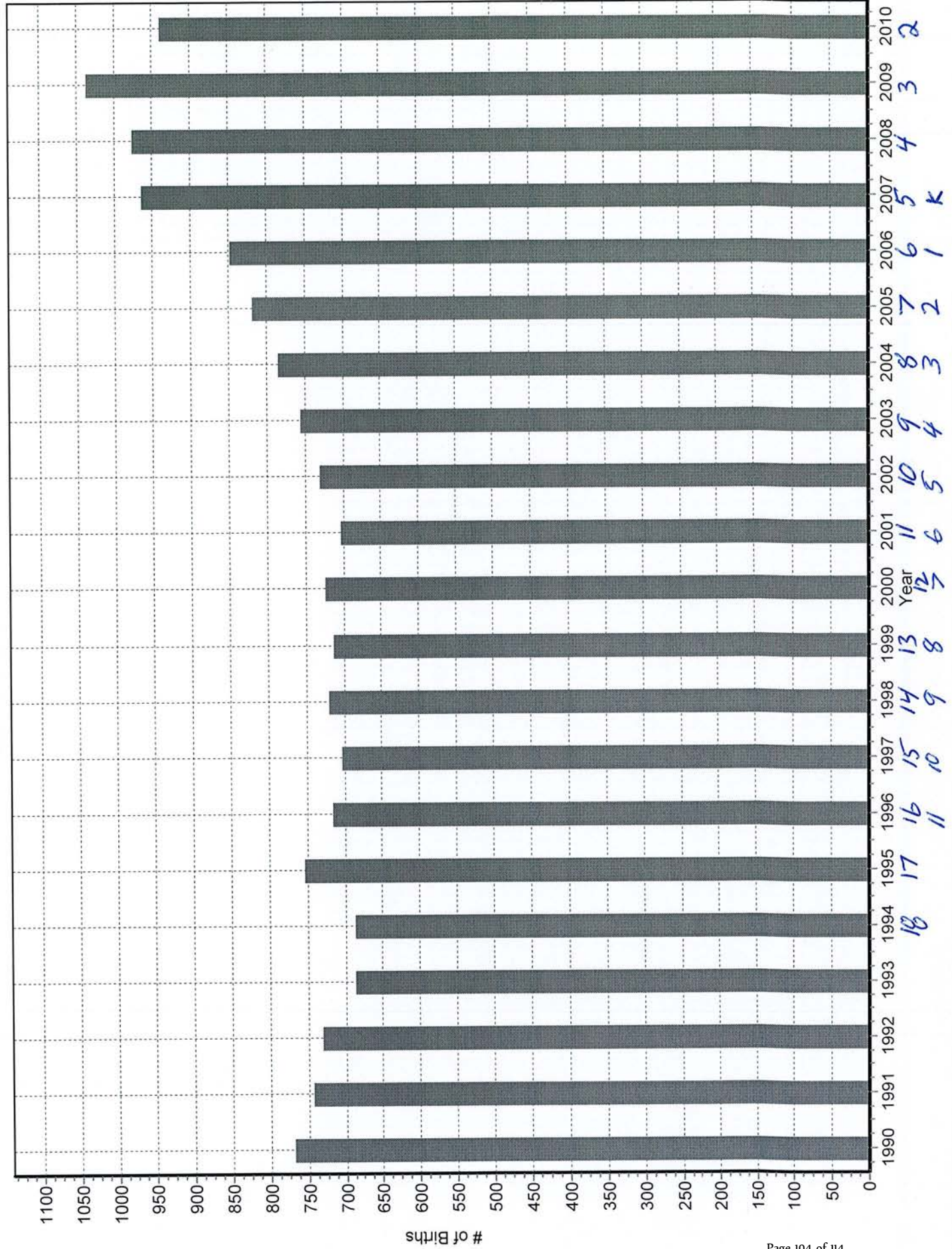




## Division as a School vs. Workforce Planning



Births: Division as a school





Jurisdiction: Medicine Hat Catholic Separate Regional Division No. 20

Board Priority #	Facility Name	Location	Enrollment (Sept 2012)	Projected Enrollment (September 2013)	Number of Units Required	Link Required (Y or N)	Category Code	Infrastructure Calculated Utilization Rate	Site Ready Date	Detailed Explanation for Category Code / Modular Request
1	St. Michaels School	Medicine Hat	204	208	1	Y	2	99.00%	April 1, 2013	Enrollment pressures at the school. See attached.
2	Mother Teresa	Medicine Hat	276	274	1	Y	2	81%	April 1, 2013	Enrollment Pressures. See attached
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23					2					Total of New Units Requested

Category Codes:  
1 = Health and Safety (Please explain)  
2 = Enrollment Pressures (Please explain)

3 = Class Size Initiative (Please explain)  
4 = Other (Please Explain)

*[Signature]*  
Superintendent or Designate  
(Signature req'd on last sheet only)

Contact: Laurel Udell - 780-427-2437 / Laurel.Udell@gov.ab.ca

Please e-mail the original Excel document to edc.cpdata@gov.ab.ca

MEDICINE HAT CATHOLIC BOARD OF EDUCATION

# Three-year Capital Plan

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2014-2017

## OPTION 2

March 2013

***Proposed Recommendation:***

***THAT the Board of Trustees for Medicine Hat Catholic Board of Education adopts the 2014-2017 Capital Plan as presented effective April 1, 2013.***





**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2014-2017**

This is the capital plan approved by the Board of Trustees for the 2014-2017 Three-year Capital Plan. The primary feature of this plan is the modernization of Monsignor McCoy.

Rank	School	Description
1	Monsignor McCoy	<p>Functional Modernization to address programming deficiencies.</p> <p>A Value Management Audit was held in February 2012 and proposals were developed to address the following:</p> <ol style="list-style-type: none"> <li>1. Electrical Capacity of the school</li> <li>2. Upgrade of the washrooms</li> <li>3. Expand and modernize the CTS spaces</li> <li>4. Improve gymnasium functionality</li> <li>5. Improve fine arts facilities</li> <li>6. Open up the front of the school for greater access to allow for a multipurpose room/cafeteria.</li> </ol>
2	New Sector 5 Elementary School	<p>New elementary School in Sector 5 for enrollment of 300 students to address the pressures in Sector 5.</p> <p>Southlands Phase 5B Site</p>
3	Modernization and Expansion of St. Patrick's School	<p>An expansion of the school is required to address significant pressures in this school and in the sector. Currently the utilization of the school is 111% and this is after the addition of three modular in 2011/12. The sector utilization is currently 98%. Expansion of the school would address this pressure and allow for better programming allowing Notre Dame to become a Junior High School as opposed to a Middle School creating space for sufficient CTS programming.</p> <p>Gym space and washroom space are problematic an expansion would address these issues.</p> <p>This sector will continue to experience growth pressures as home building continues.</p>
4	Modernization and Expansion of St. Michael's School (Medicine Hat)	<p>An expansion of the school is required to address pressure in this area. The utilization of St. Michaels is currently 90% and this is after three modulares were constructed over the past three years.</p> <p>This sector continues to be a growth sector and as Ranchlands Phase 4 starts development and Phase 2 and</p>

**Medicine Hat Catholic Board of Education**  
**Three-year Capital Plan**  
**2014-2017**

Rank	School	Description
		three continue to build the sector will experience high growth. The capacity of the elementary schools in the sector will be pressured and there is no capacity for growth despite the population forecasts.
5	Modernization and Expansion of Mother Teresa	The school currently has a utilization of 90%. We are seeing enrollment growth in this area as the neighborhood undergoes a demographic rebound in young families. We expect continued growth in this mature zone which will pressure the school on capacity.
6	Notre Dame Academy - Modernization and small Expansion if St. Patrick's expansion not approved	Functional Modernization to address CTS deficiencies in the school.
7	St. Francis	Continued growth in the north (Sector 1) will place pressure on the current size. A Functional Modernization with some expansion will be required and supported with Modulares
8	St. Thomas Modernization	Functional Modernization. Facility audit indicates there is significant work required within the school (FCI > 50%). With the impending demolition of the modulares and the replacement with one modular, the FCI is expected to reduce to approximately 19%.
9	St. Michaels (Bow Island)	Functional Modernization to 'right-size' the school and to provide the services required for a school of this size.
10	St. Mary's	Assess opportunities for the future. The school has capacity currently and into the future and may need to consider rezoning.
11	St. Louis	Assess opportunities for the future. The school has capacity and consideration for rezoning may need to be considered.

**Advantages**

1. Addresses Monsignor McCoy deficiencies
2. Addresses Sector 5 enrollment pressures
3. Addresses CTS concerns at Notre Dame
4. Addresses North sector growth



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

### ***Board Meeting***

#### ***Agenda Item***

**Date:** April 16, 2013

**Agenda Item:** ACSTA Conference

**Name:** Jill Wilkinson

**Purpose:** Information

**Attachments:** NONE

**Background:** Last year 6 division staff members were able to attend the SPICE Conference in Calgary with the help of funding from the Foundation and Religious Education.

**Recommendation /Decision:** Budgetary constraints prevented the division from providing funds to offset conference costs; however division staff were encouraged to continue to access funding through the Foundation

**Resulting Action:** update on the number of division staff planning to attend the SPICE Conference in Kananaskis.



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

### ***Board Meeting***

#### ***Agenda Item***

**Date:** April 16, 2013

**Agenda Item:** Funding Requests from Parishes

**Name:** Jill Wilkinson

**Purpose:** Information

**Attachments:** NONE

#### **Background:**

In January, the school division sought financial support to help our students' faith life be nourished through the experiences of traveling to the church to celebrate Mass, participate in church walks, Living Rosaries, retreats, and other celebrations. We also sought funds to purchase much needed resources critical to helping our students.

#### **Recommendation /Decision:**

Update on status of the funding request?

#### **Resulting Action:**

If parishes have agreed to provide funds, the funds will be divided between the schools to support the faith life of their students.

If parishes have agreed to provide partial or no funding, the Education Foundation will be approached.

**Responsibility:** Board Chair / Religious Education Coordinator



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

### ***Board Meeting***

#### ***Agenda Item***

**Date:** April 16, 2013

**Agenda Item:** Centennial Mass – May 26<sup>th</sup>, 2013

**Name:** Jill Wilkinson

**Purpose:** Information

**Attachments:** NONE

**Background:** The parish works in partnership with our Catholic schools to deepen the faith life of our community. The Diocesan Centennial Mass provides the opportunity for the parish to work with our schools.

**Recommendation /Decision:** Children from our school division have been invited to take part in the choir. The Centennial Mass will be held at 3:00p.m. on May 26<sup>th</sup>.

#### **Resulting Action:**

There may be an opportunity for staff and trustees to be involved in the Mass. If you are interested, please let me know.

**Responsibility:** Religious Education Coordinator





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

### ***Board Meeting***

#### ***Agenda Item***

**Date:** April 16, 2013

**Agenda Item:** Youth coordinator update

**Name:** Jill Wilkinson

**Purpose:** Information

**Attachments:** NONE

**Background:** The parishes have funded a NET team to evangelize the youth of Medicine Hat over the past 2 years. Each team has spent 7 months providing activities for youth at the parishes.

#### **Recommendation /Decision:**

The parishes have now decided it is time to hire a Youth Ministry coordinator. Part of the role for this coordinator will be to assist the schools at all age levels to further the connections between parish, school and home.

#### **Resulting Action:**

Current update - three qualified candidates have applied

# St. Mary's Production of



Book by

**Thomas Meehan**

Music by

**Charles Strouse**

Lyrics by

**Martin Charnin**

Based on "Little Orphan Annie" By Permission of the Tribune Media Service, Inc.

**April 24-25 7PM • \$12 (+S/C + GST)**



**TICKETS** at **ESPLANADE**  
and  
**www.tixx.ca**  
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**ATB Financial**

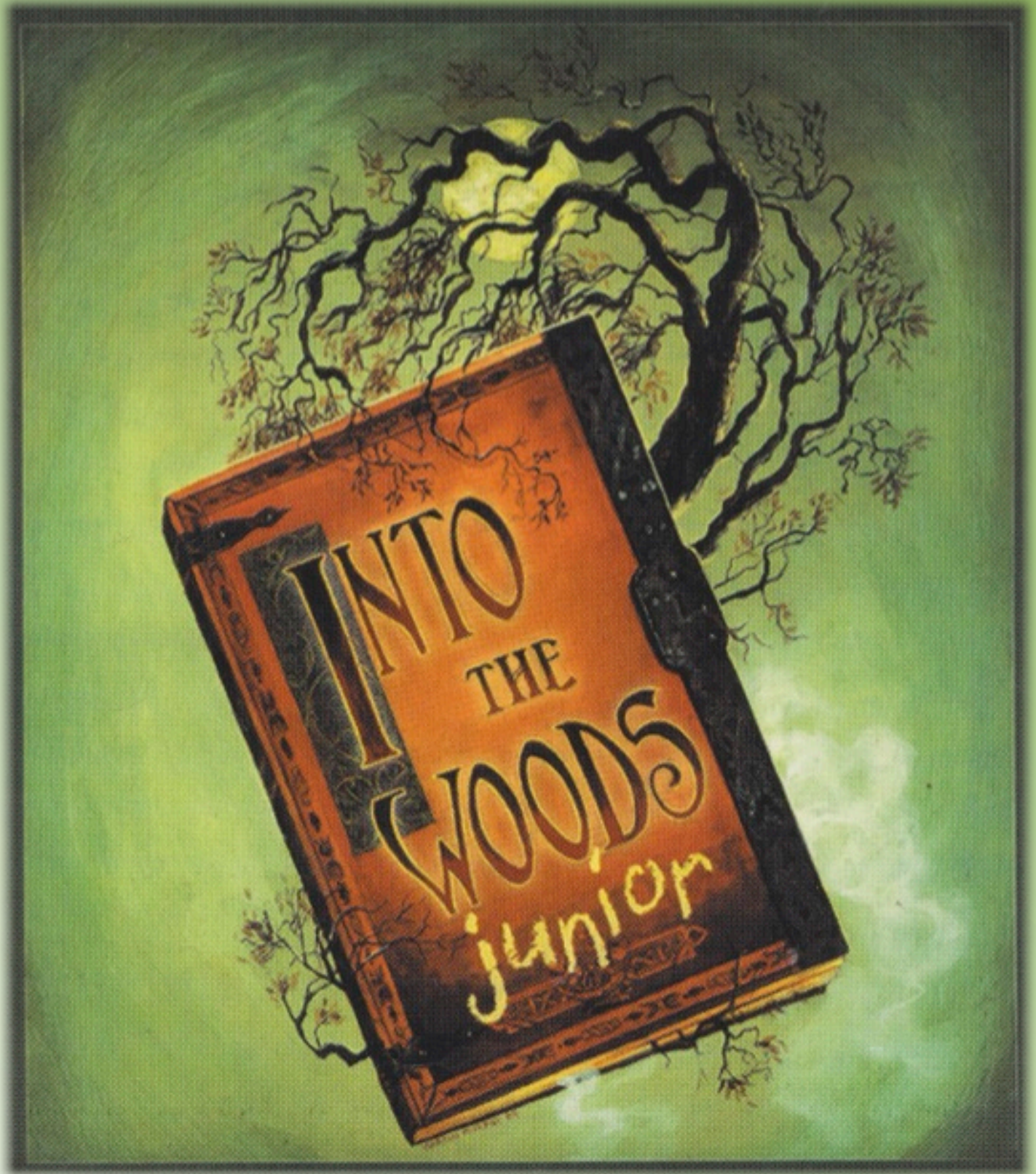


Canadian  
Heritage

Patrimoine  
canadien



Monsignor McCoy High School  
&  
The Hometown Theatre Company  
present



**Medicine Hat College Theatre**

**April 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> at 7:30<sup>pm</sup>**

**April 20<sup>th</sup> at 1:30<sup>pm</sup>**

**Tickets: \$10 for Youth and Students / \$20 for Adults (+s/c)**

**Tickets at TIXX.ca, the Medicine Hat Mall Box Office or at The Esplanade**

Music and Lyrics by **Stephen Sondheim** - Book by **James Lapine**  
Originally Directed on Broadway by **James Lapine**

Original Broadway production produced by **Heidi Landesman, M.Anthony Fisher, Rocco Landesman, Frederick H. Mayerson, Rick Steiner, Jujamcyn Theatres**  
Originally Produced by the **Old Globe Theatre, San Diego, CA**

Into the Woods Junior is presented through special arrangement with Music Theatre International (MTI). All authorized performance materials are also supplied by MTI.  
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