

MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at Catholic School Board Office, 1251 – 1st Avenue S.W., Medicine Hat, Alberta on May 15, 2018 at 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Peter Grad	Trustee
Dick Mastel	Trustee
Kathy Glasgo	Trustee
Robert Risling	Trustee
David Leahy	Trustee
Joe Colistro	Superintendent of Schools
Chuck Hellman	Associate Superintendent Human Resources
Greg MacPherson	Secretary Treasurer
Hugh Lehr	Associate Superintendent Learning Services
Jill Wilkinson	Religious Education Coordinator
Terri Ball	Coordinator of Early Childhood Services
Della Dewald	Executive Assistant & Corporate Communications
Jessica Caparini	Communications Officer

OPENING PRAYER

Note: The meeting was opened with prayer led by Robert Risling. The Board Chair thanked the gallery for attending.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING APRIL 10, 2018

3369 Motion. Peter Grad: "THAT the Minutes dated April 10, 2018 be approved as circulated".

Carried unanimously.

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING APRIL 26, 2018

3370 Motion. Kathy Glasgo: "THAT the Minutes dated April 26, 2018 be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3371 Motion. David: "THAT the Action Agenda dated May 15, 2018 be approved as amended".

Carried unanimously.

Note: Addition under Catholic Education: Red Deer Catholic, "Right to Life" field trip to Alberta Legislature – Letter of Support
Move: Policy 1 to June 2018
Addition: Joint Use Agreement
Addition: Transportation Survey

APPROVAL OF THE NON-ACTION AGENDA

3372 Motion. Robert Risling: "THAT the Non-Action Agenda dated May 10, 2018 be approved as amended".

Carried unanimously.

CATHOLIC EDUCATION

Note: **Religious Education Curriculum Update** - Grade 4 curriculum resources have arrived at all the elementary schools. Professional Development for all grade 4 teachers is scheduled for May 23rd and will provide the teachers with a

foundational understanding for the new program as well as an opportunity to use the new resources in print and online. The grade 5 resources have been ordered for the schools and are anticipated to arrive at the end of May. A PD session in early June will be held for all grade 5 teachers.

Note: **Faith Day August 31, 2018** - This year Pope Francis is inviting the Church to examine how she might lead young people to recognize and accept the call to the fullness of life and love which can be experienced when we encounter Christ. How do Catholic schools contribute in these increasingly difficult times? We are so pleased to share that Bishop William McGrattan will be our keynote speaker. He will focus on Catholic education's role in helping our youth "be prepared for life, to appreciate the value of their life and that of others" in this increasing secular society. (*Quoted from the Bishop's Blog September and October 2017*).

APPENDIX "A"

Parish Community Relations Committee Report – Robert Risling, Trustee

Note: No report.

MHCBE Mission Vision Survey & Board Retreat – Joe Colistro

Note: **Board Retreat** – Thank-you for your participation in the Mission and Vision formation Day. The day was facilitated by Bonnie Annicchiarico, Associate Superintendent of Christ the Redeemer Catholic Schools and the general feedback was very positive. I will be working with Deacon Robert (Chairperson) to set a meeting date before the end of June. The responses from the Mission/Vision Retreat have been compiled and organized into 5 categories.

1. Creating Missionary Disciples
2. Enhanced and Improved Programming
3. Growing our Faith Community
4. Fostering Relationships Within Our Catholic Community
5. Evangelization

Red Deer Catholic - Visit to the Legislature

3373 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education send a letter of support to Red Deer Catholic that we support their actions in sending students on the field trip to the legislature to support the "right to life"."

Carried unanimously.

BOARD WORK PLAN

Note: **Board Self Evaluation and Superintendent Evaluation** - In accordance with Board Policy, the Board conducts annual evaluations. Evaluations for 2018 are planned for Wednesday, May 23, 2018. This is a full day meeting. The morning will consist of the Superintendent Evaluation in the morning with the afternoon the Board Self-Evaluation. The Board hired Mr. Terry Gunderson to facilitate the evaluations. A report will be presented at the June board meeting.

Note: **Retirees** – Annually the Board of Trustees hosts a Retiree Dinner to acknowledge employees retiring from the District. The retiree dinner is scheduled for Monday, June 25, 2018. This is an opportunity for the Board to extend a heartfelt thank you to each employee for their years of service and their dedication and commitment in "Showing the Face of Christ to All". The evening will celebrate and recognize each Retiree. Teachers and Support Staff retiring from the District for 2017-2018 will be announced following the May Board Meeting. Retirees will be contacted by email to participate in the Employee Recognition On-line Gift Program. Retirees will also receive a formal invitation mailed to their residence to the Retiree Dinner.

Note: **Edwin Parr** - Alberta School Boards Association (ASBA) Edwin Parr Banquet May 2018. Trustees provided an overview of the evening. Our nominee, Ms. Rachel Folk, Teacher from Mother Teresa School represented

Medicine Hat Catholic Schools. As part of the Edwin Parr Award nomination process a video is produced and submitted along with the application package.

Note: **Save the Date Bishop's Dinner** – Friday, October 19, 2018 – An evening with Bishop William McGrattan, will be held Friday, Oct 19, 2018 in Calgary at the Telus Convention Centre with the theme: Investing in our Community of 75,000 Students in our Diocese.

CORPORATE COMMUNICATIONS

Note: **Monsignor McCoy High School Grad Schedule:**
Thursday, May 17, 2018, 3:30 Mass, Holy Family Parish
Thursday, May 17, 2018; 7:00 Ceremonies, Cypress Centre
Friday, May 18, 2018, 6:00 Banquet, 9:00 Dance, Cypress Centre

Note: **Alberta Education** – Letter from AB Education following the review of our Three Year Education Plan and AERR advising the Board that our Plan and Report align with the planning and reporting requirements of Alberta Education.

Note: **Alberta Education Transportation Survey** – Minister of Education, David Eggen is engaging stakeholders in Alberta to participate in an online Student Transportation Survey by June 15, 2018.

APPENDIX "B"

ÉCOLE ST. JOHN PAUL II SCHOOL

Note: **Update** – We continue to have meetings every two weeks. Mr. Dumanowski and Mr. Kennedy toured other new elementary schools in the province. Our school is now at the finishing stages. We hired a STEP student to do technology equipment inventory and then starting June 6th will start working with École St. Thomas to pack up the library and classroom supplies and to start setting up the new school. Solar Panels installed today, Gym Floor May 21, Parking Lot June 15, Occupancy June 15, Landscaping July 15, Modularity August 15. We have approximately 110 French Immersion students and 60 English students.

SUPERINTENDENT OF SCHOOLS – Joe Colistro

Note: **Nutrition Program** – Funding for the Nutrition program has been confirmed for the 2018-2019 school year. We will be receiving an additional \$25,000 making our total 166,000. We are grateful for the increase. We are now beginning the process of developing the Nutrition program for 2018-2019 school year and are looking at how we might be able to expand the program. One of the school based administrators will be the main contact for the District as we develop the plan for next year. We had a video conference with the Alberta Education Nutrition Coordinators on May 10th. Requirements were discussed including

- Year-end reporting requirements and timelines
- Operational Requirements for 2018/19
- On-line resource sharing

We will keep the Board and administrators informed as we move forward. We hope to have completed our plan by early June.

Note: **Classroom Improvement Fund** – On April 26, 2018, Education Minister David Eggen announced that the Classroom Improvement Fund (CIF) has been included in the 2018-19 budget and this program will be continued for the next year while central table bargaining continues between the Teachers' Employer Bargaining Association and the Alberta Teachers' Association. Each school jurisdiction will receive at least as much funding as was allocated for the 2017-18 school year.

Note: **Bishop's Dinner** – The 2018 Bishop's Dinner will be held on Friday, October 19, 2018 at the Telus Convention Centre. Bishop McGrattan is pleased to announce that this year's focus is Youth and the net proceeds of this event will be allocated to support school programs throughout the Diocese. The Medicine Hat Catholic Board of Education proposal allows every student in Medicine Hat Catholic to benefit. The title of our proposal is Catholic School Retreats –

Creating an Opportunity for Students to Encounter Christ. Our proposal is directly linked to our Strategic Priority #1 To Enhance Catholic identity.

Note: **Strategic Planning Session** – The 2018-2019 MHCBE Strategic Planning session is tentatively set for June 6th from 4-7 pm. Light supper provided. The Strategic Planning session provides an opportunity for stakeholders to articulate the strategic priorities for the district. Representatives from stakeholder groups will include trustees, senior administration, central office staff, school based administration, teachers and parents. As a group we: • Will review the strategic priorities set for the current school year, and discuss indicators of success. • Review Alberta Education priorities and complete a SWOT analysis.

Note: **Educational Agent Familiarization Tour** – Later this month we will participating in an Educational Agent Familiarization Tour of Alberta. The tour runs from May 27 to June 5, 2018. 14 agents are registered for the tour: Brazil (1), Germany (2), Italy (3), Spain (2), Ukraine (1), China (2), Japan (2), Vietnam (1). Wednesday May 30th and May 31st and Sat June 2nd as the dates that Medicine Hat Catholic is involved. Our commitments include:
May 30th 6:00pm – 8:00pm Host a welcome dinner. This includes 14 agents, 2 representatives from the Alberta Education Beijing and Japan offices, and 1 local Alberta Education representative. Board Chairperson, 3 Senior Administrators, and 2 McCoy administration.
May 31st 08:15am – 09:40am School tour and District presentation at Monsignor McCoy
June 2nd 2:00pm – 5:30pm - Mini-fair Agents will have 15-20 minute one-on-one meetings with school jurisdictions.

Note: **Notre Dame Sports Academy Review** - The Notre Dame Sports Academy Review is underway and we are pleased with the progress to date and the plan put forward by Dr. Danny Balderson who is facilitating the Review.

COMMUNICATIONS

Note: **Corporate Communications** – The May 2018 report is attached as an appendix to the minutes.

Note: **School Communications & Social Media** – The May 2018 report is attached as an appendix to the minutes.

APPENDIX “C”

ASSOCIATE SUPERINTENDENT HUMAN RESOURCES – Chuck Hellman

Note: **Staffing Update** – Staffing for the 2018/2019 school year continues. The factors that need to be considered include: retirements, GRPs, transfer requests, student registration numbers, budget, CIF funding, programming at schools, etc. Staffing decisions will be ongoing as these factors change. Meetings have been held with all school principals to determine staffing need. Staffing will be a high priority throughout the rest of May and June.

EARLY RETIREMENT INCENTIVE PLAN

Note: Trustee, Mr. David Leahy left the room.

Note: In accordance with Article 14 of the Alberta Teachers' Association Collective Agreement, application for the Early Retirement Incentive Plan shall be filed no later than April 1, 2018. This year (2017/2018) it was agreed to extend the date to May 1. At this time the District has received eight (8) applications. The Board reviewed and made a determination based on each applications own merit.

3374 Motion. Robert Risling: “That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee # 10041 in the amount of \$35,000 effective June 30, 2018”.

Vote: In Favor: 3
Opposed: 1

Carried.

3375 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10035 in the amount of \$35,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3376 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10315 in the amount of \$35,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3377 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10312 in the amount of \$25,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3378 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10332 in the amount of \$25,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3379 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10247 in the amount of \$20,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3380 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10474 in the amount of \$20,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

3381 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for Employee #10199 in the amount of \$20,000 effective June 30, 2018".

Vote: In Favor: 3
Opposed: 1

Carried.

Note: Trustee David Leahy returned to the room at 7:30 p.m.

LOCALLY DEVELOPED COURSES

3382 Motion. Robert Risling: "That the Board of Trustees for the Medicine Hat Catholic Board of Education authorizes Monsignor McCoy High School to offer the Locally Developed Course titled: Learning Strategies 15, 25, 35 in 3 & 5 credit courses beginning in September 2018 as acquired from Calgary Roman Catholic Separate School District No. 1 from September 1, 2018 to August 31, 2022".

Carried unanimously.

SECRETARY-TREASURER – Greg MacPherson

SCHOOL RESOURCE OFFICER

3383 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2018 – 2019 School Resource Officer Contract`.

Carried unanimously.

APPENDIX "D"

NORTH FLATS NEIGHBORHOOD ASSOCIATION SUMMER PROGRAM CONTRACT

3384 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2018 Rental Agreement for St. Louis School to the North Flats Neighborhood Association as presented`.

Carried unanimously.

APPENDIX "E"

Note: **Proposed Monsignor McCoy Football Team Building** – The Monsignor McCoy Football Team has been exploring the possibility of developing an improved building for the football team which would include locker rooms, office space and conference rooms. Estimated costs are \$250,000 to \$300,000. The booster club is exploring donations. The District has provided access to Grant Advance system to explore funding sources.

APPENDIX "F"

JOINT USE AGREEMENT

3385 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education ratifies the Use and Operating Agreement for the Joint Use Rink located at École St. John Paul II School".

Carried unanimously.

APPENDIX "G"

Note: **Alberta Student Transportation Survey** – Trustees are encouraged to take part in completing the Survey. Information and the link to the survey is posted on the District website in addition, this has been shared with our parent community.

ASSOCIATE SUPERINTENDENT LEARNING SERVICES – Hugh Lehr

Note: **Workplace Violence Survey** – The survey is complete. We will develop an executive summary to share with district staff. This will be a standing item on the Board Agenda under the Associate Superintendent as we move this forward.

COORDINATOR OF EARLY LEARNING – Terri Ball

Note: **Early Learning and Kindergarten PD Day** - The third session in the Early Learning and Kindergarten PD Self-Reg series facilitated by Monica Braat, Inclusive Learning Consultant, was completed on Friday, May 4th. The series was based on the Shanker Method of Self-Reg as follows:

- Read and Reframe the Behaviour
- Recognize the Stressors
- Reduce the Stress
- Reflect: Enhance Stress Awareness
- Respond: Develop Personal Strategies to Reduce Tension and Restore Energy

Discussion topics for team meetings held on May 4th:

- Assessment and documentation in the early learning environment
- Facilitating learning through play
- Changes to age of PUF and Mild/Moderate eligibility to align with changes to kindergarten age of entry planned for September 2020.
- Early Years Guiding Document
- We Thinkers Program

Note: **Get Outside and Play Week** - This is a week long, provincial celebration of outdoor play in the early years being promoted by the Alberta Council for Environmental Education (ACEE) during the week of May 26-June 3, 2018.

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Dick Mastel

Note: No report. Next meeting is next week.

Representative to ACSTA – Dick Mastel

Note: Next meeting is with the Board of Directors in Edmonton. A new program is being presented called SPIRITUS with a focus to advocate for Catholic Education. It was noted the Liberal platform has a written motion to get rid of Catholic Education in Alberta. This would be an election platform in 2021.

Representative to Teacher Board Advisory Committee – Kathy Glasgo

Note: We had a meeting with Joe Colistro and Bernie Kinch to continue to review the Teacher Board Advisory Committee focus. It was noted that bargaining was excellent, open and positive. Next meeting is Thursday, May 16, 2018.

Representative to ASBA Zone 6 – Peter Grad

Note: ASBA SGM is June 4 and 5, 2018 in Red Deer. Trustees Peter Grad and Dick Mastel attending. Trustee Grad circulated information earlier in the week to Trustees about topics for discussion at the spring general meeting. ASBA Budget, Fees and the Organizational Services were discussed. ASBA legal services no longer available, lawyers offered to various firms. ASBA services have included assisting Board's in hiring Superintendent's. A report will be presented at the June Board Meeting.

Representative to Support Staff Board Advisory Committee – David Leahy

Note: No report.

Representative to Parent Association – Kathy Glasgo

Note: No report.

Representative to Salary Negotiations – ATA – Mr. Peter Grad

Note: No report.

Representative to Salary Negotiations – CUPE – Mr. Dick Mastel

Note: No report.

Representative to CUPE Staff Board Advisory – Reverend Mr. Robert Risling

Note: A meeting was held May 3, 2018. It went well. Minutes will be available in June.

Representative to Spiritual Leadership Scholarship Representative – Mr. David Leahy

Note: No report.

Representative to Student Board Advisory Committee – Mr. Dick Mastel

Note: We met with students at Notre Dame. We received feedback on Catholicity, Technology, Sports Academy and other programs. Good conversation on the topics of cyberbullying, how the staff can help students with academics and stress.

Student Recruitment and Retention Committee – Reverend Mr. Robert Risling and Ms. Kathy Glasgo

Note: Looking forward to the good work of this group. The next meeting date will be set ASAP. It will be a working meeting working on strategies to develop a plan.

CLOSING PRAYER

Note: The meeting closed with prayer led by Kathy Glasgo.

ADJOURNMENT

Note: The regular meeting was called adjourned by the Board Chair.

Note: The meeting adjourned at 8:58 p.m.

Dick Mastel, Board Chair

Della Dewald, Executive Assistant