

MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION HELD at McCoy High School, 202 – 8th Street NE, Medicine Hat, Alberta on November 12, 2008 @ 6:00 p.m.

TRUSTEES AND OFFICERS PRESENT

Stan Aberle	Chair
Jodi Churla	Vice-Chair
Peter Grad	Trustee
Kelly Van Ham	Trustee
Ken Arthur	Trustee
David Leahy	Superintendent of Schools
Greg MacPherson	Secretary Treasurer
Della Dewald	Executive Assistant

OPENING PRAYER

Note: The meeting opened with prayer led by Wayne Schlosser.

APPROVAL OF MINUTES OF THE ORGANIZATIONAL MEETING

2225 Motion: Peter Grad: "THAT the Minutes of the Organizational Meeting be approved as circulated".

Carried unanimously.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING

2226 Motion. Jodi Churla: "THAT the Minutes of the Regular Meeting be approved as circulated".

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

2227 Motion: Kelly Van Ham: "THAT the Action Agenda be approved as circulated".

Carried unanimously

APPROVAL OF THE NON-ACTION AGENDA

2228 Motion. Jodi Churla" "THAT the Non-Action Agenda be approved as circulated".

Carried unanimously.

PRESENTATION

Note: McCoy highlighted the \$600,000 CTS technology integration; Mr. Kinch demonstrated the digital video editing labs, Mr. Pat Weisgerber the SMARTMusic Program, Mrs Jill Rebbeck the Home Economics Lab and Mr. John DeWever the Shop Lab. Exceptional learning opportunities exists in these CTS Areas. The Board thanked the administration, Mr. Clyde Pudwell, Mrs. Erika Bodnaruk, Mr. Kelly Wilkinson and the entire staff of McCoy for focusing their efforts on enhancing learning opportunities for students resulting in greater achievement. The Board congratulated McCoy on their efforts in pursuing funding.

PRESENTATION

Note: Mrs. Vivian Haland, Coordinator for South Eastern Partners for Youth Career Development presented an overview of the opportunities for

students to become involved in the Registered Apprenticeship Programs, Co-op Apprenticeship; Health Services and Production Field Operators Internships. There is strong participation from our schools in these programs. The Board financially supports these programs in the amount of \$15,000 annually. Our Board sees this partnership as an essential element in further supporting students.

CORPORATE COMMUNICATIONS

- Note: Thank you letter to the Catholic community including Catholic Women's League, Knights of Columbus, Legion of Mary, Parish Teams, Priests, Central Office Senior Administration and Trustees. Seventeen members attended the meeting with future meetings planned. The group appreciated meeting and look forward to working collaboratively on Catholic projects.
- Note: Letter from the Alberta Education Minister commending our division on its Accountability Pillar results.
- Note: 2009 Excellence in Teaching Award Program until February 05, 2009. Parents and staff are invited to nominate a teacher for the Excellence in Teaching Award.
- Note: International Education – The Board passed a motion on March 11, 2008 to partner with the Medicine Hat College to recruit international students. The International Education Manager will be in attendance at the December 9, 2008 Board Meeting.
- Note: Thank you Card – McCoy High School acknowledge the Board sponsored academic awards.
- Note: Student Thank you Cards – Recipient of the Spiritual Leadership Scholarship Awards sent thank you the Board.

APPENDIX "A"

SCHOOL BOARDS EMPLOYER BARGAINING AUTHORITY (SBEBA)

- 2229 Motion. "THAT the Medicine Hat Catholic Board of Education withdraws its membership with the School Board Employer Bargaining Authority".
- Vote: 4 in favor (Stan Aberle, Ken Arthur, Jodi Churla, Peter Grad)
1 opposed (Kelly Van Ham)

Carried.

- Note: The vote was recorded for the record.

QUARTERLY FINANCE REPORT AND BUDGET REVISION

- Note: Mr. Greg MacPherson presented a review of Expenses and Revenues in the Financial Report as of October 31, 2008 and the 2008 / 2009 Budget Revision. These reports will be presented at the December meeting for Board Approval.
- Note: The Quarterly Finance Report should be referred to as the Year to Date Finance Report.

AUDITED FINANCE REPORT

- Note: Mr. Greg MacPherson reviewed the Audited Financial Statement timelines for the year ending August 31, 2008. The recommendation is to hold a special board meeting to receive the AFS.
- 2230 Motion. Peter Grad: "THAT the Board holds a Special Board Meeting on Friday, November 28, 2008 @ 1:00 to approve the Audited Financial

Statement”.

Carried unanimously.

SCHOOL YEAR CALENDARS 2009 – 2010 AND 2010 - 2011

Note: Mr. Wayne Schlosser reviewed the proposed draft calendars for the next two years. The school staffs, administration and school councils, are asked to share and provide feedback prior to the end of December 2008.

APPENDIX “B”

COMMUNICATION PLAN

Note: Mr. David Leahy and Mrs. Della Dewald presented the draft “Communication Plan” “Managing the Message”. The intent of the plan is to develop protocol, set standards and identify objectives and strategies for communication practices division-wide. The Board will review this initial draft with recommendations brought forward in December and January. An action plan will be developed to seek additional input along with a timeline for adoption.

APPENDIX “C”

TRUSTEE HONORARIUM – POLICY 7

Note: Mr. MacPherson reviewed the honorarium payable to the Trustees based on the average teacher salary of \$75,627. The chair receives 22% with the remaining 78% divided equally among the remaining trustees.

ELECTORAL BOUNDARY REVIEW

Note: Mr. Aberle reported that prior to the 2010 election; the Board will seek legal advice in reviewing the electoral boundaries. Electoral Ward adjustments can be made in accordance with Section 262 of the School Act and subject to Ministerial Approval.

LEADERSHIP ENHANCEMENT PROGRAM

Note: Mr. Leahy indicated that the Leadership Enhancement Program undertaken by central office administration and school based administrators is focusing on Instructional Leadership and the concept of exemplary teaching. This leadership opportunity is for central office senior administration and school based senior administration.

Student Services – Modularity for Child Care Spaces

Note: Mr. Lehr reviewed the possibilities of Modularity for Child Care Spaces with proposals to the Government of Alberta. In partnership with Child and Family Services Authorities, school authorities will identify local priorities and locations for Modularity to be used as licensed or approved child care programs on specific school sites. Space does not count toward utilization. Mr. Lehr will approach the board in the future to the required Letter of Support to pursue the project.

APPENDIX “D”

Student Services – Professional Development for Support Staff

Note: Exceptional learning opportunities are available to Learning Assistants. PD Days include August 28, 2008, October 31, 2008 and February 06, 2009. These days are part of ongoing professional development.

CLASS SIZE REPORT

Note: Mr. Leahy reviewed the class size numbers. We continue to experience issues at the K – 3 level. Our report is posted on the division website.

APPENDIX "E"

ACCOUNTABILITY PILLAR RESULTS REPORT

Note: The Accountability Pillar Results Report is a "report card" to communicate our success and assessment of progress towards meeting learning goals. Compared to last year we have improved overall. Our performance is better. There are two areas that we need to concentrate on. A media release with our accountability pillar results will be circulated.

APPENDIX "F"

ANNUAL BOARD SELF EVALUATION POLICY 7

Note: The Board complied with Division Policy and conducted a self-evaluation to evaluate the functions of the Board and to answer critical questions of effectiveness of those functions. Mr. Aberle reviewed results of the evaluation and the Board determined they met most of their expectations overall. As set out in the Annual Board Work Plan the Board will review the Board's Policy Manual beginning in January 2009. Stakeholders are encouraged to bring forward recommendations for amendments to policy.

ADMINISTRATIVE PROCEDURE 406 – EVALUATION OF PERSONNEL

Note: The Administrative Procedure has been revised and is presented to the Board for information only. We now have a Teacher Growth Plan as Administrative Procedure 408.

APPENDIX "G"

COMMITTEE REPORT

Medicine Hat Catholic Schools' Education Foundation – Kelly Van Ham

Note: Four student presentations were part of the Foundation meeting. Thank you's were extended to the Board for the invitation to the Staff Appreciation Board Dinner and Dance in September 2008. Four additional requests for funding were approved. January will be the Annual General Meeting.

Representatives to ACSTA – Peter Grad

Note: The ACSTA AGM will be November 14 – 16, 2008 in Edmonton.

Representative to Teacher Board Advisory – Stan Aberle

Note: No meeting this month.

Representative to ASBA Zone 6 – Ken Arthur

Note: The Budget was approved as presented. Each board will pay \$2500. Honorarium will be paid at the ASBA rates. Rates will be set at the June meeting and adopted in September.

Representatives to Spiritual Leadership Scholarship Awards – Stan Aberle

Note: No report.

Representative to Support Staff Board Advisory Committee – Jodi Churla

Note: Discussion items included the Health Spending Account; the benefits for staff .5FTE and greater and those that are pro-rated and those that are

not pro-rated. A grandfather clause was brought in and on or before a particular date in June 2006 the Board made that motion. Further research will be done.

Representative to Audit Committee – No appointment at this time

Note: Terms of Reference will be reviewed early in the new year.

Representative to Salary Negotiations ATA – Ken Arthur

Note: Recently a letter was sent to SBEBA with notification of our intent. Mr. Romanchuk noted that the letter indicated we are considering leaving SBEBA. The Board asked administration to forward a letter to SBEBA with the motion from today's meeting indicating that we withdraw our membership.

Representative to CUPE – Peter Grad

Note: No report.

ADJOURNED

Note: The Board Chair called the meeting adjourned.

Note: The meeting adjourned at 10:20 p.m.

Stan Aberle, Board Chair

Della Dewald, Executive Assistant