

Medicine Hat Catholic Board of Education



PUBLIC AGENDA

Tuesday, October 8, 2019 @ 6:00 p.m.

Catholic School Board Office
1251 – 1st Avenue SW Medicine Hat, AB

ACTION AGENDA

Time: 6:00 p.m.

Encl.
6-9

7.	<i>October Board Work Plan Items</i> <i>7.1 MLA Fall Meeting Proposed Dates</i> <i>7.1.1 Drew Barnes – MLA – January 10, 2020 at 1PM or January 17, 2020 at 10AM</i> <i>7.1.2 Michaela Glasgo – MLA – TBD</i> <i>7.2 Supervised Consumption Site – Kathy Glasgo</i> <i>7.3 Board DLT Retreat – November 2019</i> <i>7.4 Board and Superintendent evaluation</i>	DM	Encl. 10
8.	<i>Corporate Communications – Mrs. Derrian Hallas</i> <i>8.1 Minister of Education Visit – September 11</i> <i>8.2 MHCBE's International Education Program – September 13</i> <i>8.3 Grade 4 Bible Liturgy</i> <i>8.4 Prairie Mennonite School Grand Opening Celebration</i> <i>8.5 Orange Shirt Day</i> <i>8.6 Custodial Worker's Recognition Day</i> <i>8.7 World Teacher's Day</i>	DH	Encl. 11-16
9.	<i>Superintendent of Schools Report – Mr. Dwayne Zarichny</i> <i>9.1 3 Three Year Education Plan</i> <i>9.2 Nutrition Program</i> <i>9.3 Teacher Growth and Supervision Policy</i> <i>9.4 Workplace OH & S Update</i> <i>9.5 Dual Credit Opportunities</i> <i>9.6 Marked by God Conference – Red Deer – October 3 & 4</i> <i>9.7 Upcoming Meetings – AB Education Field Services (October 10, 2019) & Emergency Social Services (October 22, 2019)</i> <i>9.8 Curriculum Resource Coordinator Position</i> <i>9.9 Prairie Mennonite School</i> <i>9.10 Minister's Youth Council</i> <i>9.11 International Trips</i>	DZ	Encl. 17-25
10.	<i>Associate Superintendent Human Resources – Mr. Chuck Hellman</i> <i>10.1 Junior Colts football update</i>	CH	
11.	<i>Secretary-Treasurer Report – Mr. Greg MacPherson</i> <i>11.1 Alberta School Foundation Fund</i> <i>♦Recommendation:</i> <i>“THEREFORE BE IT RESOLVED that Division 4 of Part 6 of the recently amended Education Act (2012) s. 164 (1-5) does not apply to this Board”</i> <i>11.2 Corporate Name Change</i> <i>11.3 ASEBP Trustees' Report</i> <i>11.4 Budget Survey Results</i> <i>11.5 Boundary Review</i> <i>11.6 2019-2020 Budget</i>		Encl. 26-48
12.	<i>Associate Superintendent Learning Services – Mr. Hugh Lehr</i> <i>12.1 MHCBE Workplace Violence and Harassment Survey</i>	HL	Encl. 49-50

13.	<i>Coordinator of Early Childhood Services –Mrs. Terri Ball</i> <i>Nothing to report</i>	TB	
14.	COMMITTEE REPORTS (presented by appointed Trustees)	DM	
	<u>14.1</u> Medicine Hat Catholic Schools' Education Foundation – Dick Mastel		
	<u>14.2</u> Representative to ACSTA– Dick Mastel		
	<u>14.3</u> Representative Teacher Board Advisory Committee –Kathy Glasgo		
	<u>14.4</u> Representative to ASBA Zone 6 – Peter Grad		
	<u>14.5</u> Representative to Support Staff Board Advisory Committee– Robert Risling		
	<u>14.6</u> Representative to Parent Association– Kathy Glasgo		
	<u>14.7</u> Salary Negotiations		
	<u>15.7.1</u> ATA– Peter Grad		
	<u>15.7.2</u> CUPE– Dick Mastel		
	<u>14.8</u> CUPE Staff Board Advisory Committee – David Leahy		
	<u>14.9</u> Student Board Advisory Committee – Dick Mastel		
	<u>14.10</u> Student Enrolment & Retention (Adhoc) Committee – Dick Mastel		
	<u>14.11</u> Community Centre Development Committee (Adhoc) – Kathy Glasgo		
15.	<i>Closing Prayer –</i> Carrying out Your Ministry: Lord, <i>Thank you for being with us during this meeting and for having guided our thoughts, words and actions. Stay with us now as we leave this meeting and return to our respective lives. Help us to keep you, as you are now, in our thoughts, words, and actions. We ask this in your name, Amen.</i>	Peter Grad	
16.	Adjournment	Dick Mastel	

NON – ACTION AGENDA

DATE: October 8, 2019

Place: Catholic Education Centre

Time: 6:00 P.M.

No.	INFORMATION ITEMS	PAGE
1.1	<p>TAXES – DECLARE YOUR SUPPORT for CATHOLIC SCHOOLS – <i>The Medicine Hat Catholic Board of Education</i> reminds our community of the importance of declaring your PROPERTY TAXES in support of Catholic Education How do you declare your support? - To ensure your property taxes are supporting Catholic Schools, you must declare your Catholic school support as “Separate” on your annual property assessment notice. <i>Contact the Taxation Office at the City of Medicine Hat, or the Town or Municipal Office in your area.</i> Changes made on or before Dec 31 will be in effect for the next taxation year. <i>Thank you for your supporting Catholic Schools.</i></p>	

Notice of Public Board Meetings

- All regularly scheduled Public Board Meetings are held the **2nd Tuesday** of each month at the Catholic Education Centre located at 1251 – 1st Avenue SW (unless otherwise advertised).
- Public Board Meetings for the Medicine Hat Catholic Board of Education begin at **6:00 pm** with **presentations** at **6:00 pm** (unless otherwise advertised).
- General Public welcome to attend - Information @ www.mhcbe.ab.ca or 403.527.2292.



September 13, 2019

Mr. Dick Mastel
Board Chair
Medicine Hat Catholic Board of Education
1251 - 1 Avenue SW
Medicine Hat, Alberta T1A 8B4

Dear Chair Mastel:

Thank you for recently meeting with the AMA Medicine Hat Regional Advisory Board on September 4, 2019 to learn more about the Alberta Motor Association (AMA), our history within the province, along with the issues important to our members. On behalf of our Board, I greatly appreciate you taking the time to hear our story and explore opportunities for a deepened partnership.

Since our community of early auto enthusiasts got together in 1926 to form the AMA we have had a long and proud history of working closely with the communities that we serve. Today, this tradition is more important than ever, and we are excited to continue and expand upon this with the Medicine Hat Catholic Board of Education.

As you know, AMA is deeply committed to this province because this is our home too. Our Association looks forward to working with the Medicine Hat Catholic Board of Education to advance our shared priorities, particularly in the areas of School Safety Patrol, Driver Education and risky driving behaviour. In particular, we look forward to working towards a partnership on Driver Education to ensure the safety of your students who are aspiring motorists.

Please do not hesitate to contact me should I ever be of assistance or Jeff Kasbrick, Vice President of Government & Stakeholder Relations, by telephone at (780) 430-5733 or email at jeff.kasbrick@ama.ab.ca.

Sincerely,

Erin Penzes
Chair, AMA Medicine Hat Regional Advisory Board

c.c. Medicine Hat Regional Advisory Board

LH50005 367225

Elected Officers

Serena Shaw, President
Cheryl Low, Vice President

Directors

Lory Iovinelli
Calgary RCSSD
John Williams
Catholic Education
Association of Yukon (CEAY)
John de Jong
Christ the Redeemer CSD
Natalie Béland
Conseil scolaire Centre-Est No. 3
Steve Daigle
Conseil scolaire Centre-Nord No. 2
Madeleine Fortin-Bergeron
Conseil scolaire du Nord-Ouest No. 1
Genevieve Poulin
Conseil scolaire Francosud
Jim Sanson
East Central Alberta CSSD
Alene Mutala
Edmonton CSSD
Michelle Szott
Elk Island CSSD
Richard Yaceyko
Evergreen CSSD
Robert Yaro
Fort McMurray RCSSD
Michael Ouellette
Grande Prairie RCSSD
René Tremblay
Greater St. Albert RCSSD
John Kuran
Holy Family CSSD
Pat Bremner
Holy Spirit RCSSD
Vince MacDonald
Lakeland RCSSD
Gemma Christie
Living Waters CSSD
Dick Mastel
Medicine Hat CSSD
Kim Pasula
Red Deer CSSD
Dwight Wiebe
St. Paul School Division
Sandra Bannard
St. Thomas Aquinas RCSR
Erin Currie
Yellowknife Catholic Schools

Ex-Officio

Most Rev. William McGrattan, Liaison Bishop
Andrea Holowka, CCSSA President
Jamie McNamara, CCSSA Exec. Director
Dean Sarnecki, Executive Director



Board Meeting

EXECUTIVE summary

Celebrate, preserve, promote, and enhance Catholic education

September 13, 2019

ACTION ITEMS

ACSTA Strategic Plan

The Board accepted the revisions to the 2018-2021 ACSTA Strategic Plan.

Shared Facilities Review:

The Board requested input from CCSSA on the Shared Facilities Review.

Curriculum and Resource Development Coordinator Position:

The Board requested further information from CCSSA and deferred the decision to support this position until the November meeting.

Proposed 2020 ACSTA Operating Budget:


The Board accepted the proposed 2020 ACSTA operating budget which includes a structure to provide per diems to Directors for their work on ACSTA committees, commencing with the 2020 budget year. In addition, the Governance Committee was directed to review the current committee structure and approve Terms of Reference for per diems, and provide recommendations by the February, 2020 meeting.

ACSTA Bylaw Review:

The Board accepted the revised bylaws for presentation to the 2019 ACSTA AGM.

Pre-AGM Professional Development Opportunity:

Administration was directed to work in consort with CCSSA to develop a professional development opportunity on Friday morning (November 15) at this year's AGM and Convention.



The Alberta Catholic School Trustees' Association represents Catholic trustees in Alberta, Northwest Territories and Yukon.

ACSTA is committed to celebrating, preserving, promoting, and enhancing Catholic education. By providing spiritual and political leadership, we strive to advocate for publicly funded Catholic education with a unified voice.



BOARD REPORTS

Follow @ACSTA



ACSTA President:

Finance Committee: Presented a draft 2020 Operating Budget to the Board.

Governance Committee: Presented the draft ACSTA Bylaws to the Board.

Trustee Faith Formation Committee: An on-line ACSTA cohort for the Certificate in Catholic Trusteeship program will be explored. Feedback data from 2016 regarding Trustee faith formation will be reviewed and used to inform future planning. Additional Trustee feedback will be gathered at the AGM through the participant evaluation form.

AGM and Convention Committee: In response to the membership's evaluation comments regarding the length of the Awards Banquet, the committee will be introducing new practices to shorten the program. Reminder that a collection will be taken at the closing Mass towards Toonies for Tuition and Development and Peace. Thank you to Calgary RCSSD for providing a student video presentation for this year's Awards Banquet. Registration is now open

Succession Planning Committee: The committee be reviewing and revising the ED position profile, developing hiring assumptions for the Executive Director and continuing to review policy considerations to support succession planning. A draft position profile will be available for the November Board meeting.

ADMINISTRATION REPORTS

2018-2021 Strategic Plan Action Taken

Executive Director Report: Executive Director Dean Sarnecki spoke to his previously circulated report including the updated action items documented in the 2018-2021 Strategic Plan. He shared how positive ACSTA's relationship with the Government is at both the Ministerial and Bureaucratic level. Current events arising including the MacKinnon report and the Assurance Review/Funding.

Director of Advocacy Report: Highlighted month by month description of advocacy activity as per circulated document. Strong presence on social media including Twitter, Facebook, and Instagram. Networking and messaging shared amongst diverse stakeholders (parents, students, teachers, trustees, superintendents, Bishops). Work continues on communication plan, website updates, and planning of media training workshop. Directors agreed that they would like to receive the weekly media stories on Monday.

QUARTERLY FINANCIAL /ACCOUNTABILITY REPORTS

The Board reviewed: EL-1, General Executive Limitation; EL-2, Emergency Executive Succession; EL-3, Communication and Counsel to the Board; EL-4, Treatment of Staff and Volunteers; EL-5, Employment, Compensation and Benefits; EL-6, Budgeting; EL-7, Fiscal Responsibility; EL-8, Asset Protection.



Education Partners

Alberta/Northwest Territories/Yukon Bishops

Bishop McGrattan provided information on the newly formed Mission Collaborative Initiative. The bishops are preparing a consistent Treaty Recognition protocol that would be used by school districts and other Catholic organizations. Also being drafted are pastoral letters for Catholic.

CCSSA

CCSSA President, Andrea Holowka highlighted the previously circulated report.

GrACE

GrACE Board met on September 9th and meeting update will be mailed to Directors. Upcoming events include the GrACE Summit on October 21st in Leduc and the Partners' meeting on Dec. 9th.

CCSTA

The annual MP engagement is scheduled for February 2020. The next CCSTA Board Meeting takes place in October ASBA

ASBA Zone 7

Zone 7 Representative, Michael Ouellette reported that the cap has been lifted on Charter schools.

Upcoming EVENTS

MARK YOUR CALENDAR

October 3-4, 2019

CCSSA Catholic Leadership in Alberta Schools Conference

October 4, 2019

First Annual Archbishop's Dinner

October 21, 2019

GrACE Summit

November 3, 2019

Catholic Education Sunday

November 15-17, 2019

ACSTA Convention and AGM

November 20, 2019

Newman Theological College "Conscience" Lecture Series

February 6-7, 2020

Board of Directors' Meeting

May 18 - 22, 2020

Catholic Education Week

May 21, 2020

World Catholic Education Day

May 21 - 22, 2020

Board of Directors' Meeting

FACT ACSTA has 24 member boards serving 483 Catholic schools in Alberta, NWT and Yukon that provide a Catholic education to over 181,000 students.

**CATHOLIC
SCHOOLS**
educating mind ♥ heart ♥ spirit



FACT Catholic schools are distinct because they provide a faith based education fully permeated with the teachings of Jesus Christ in all aspects of curriculum and culture.

MEDICINE HAT CATHOLIC BOARD OF EDUCATION – BOARD WORK PLAN 2019 - 2020											
SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019	JANUARY 2020	FEBRUARY 2020	MARCH 2020	APRIL 2020	MAY 2020	JUNE 2020	JULY 2020	AUG 2020
<p>Policy 2 – Approve the Board Annual Work Plan BOARD MOTION APPROVE</p> <p>ASBA Friends of Education, Honorary Life Member, Long Service Award, Premier’s Award, President’s Award <u>Sept 2019</u></p> <p>Faith Formation Day All Division Staff-PD and Employee Recognition Program -New & Long Service- August 30, 2019</p> <p>SPORTS Academy Reviews for Enrollment (Academy Programs)</p> <p>Planning for MLA MEETINGS (TBA – Jan 2020)</p> <p>Stakeholder Engagement and Budget Survey Planning</p> <p>Bishop’s Dinner Friday, Oct 11, 2019 Lethbridge, AB</p> <p>School Education Plan Presentations</p>	<p>Policy 17 – By October 15 school councils provide Financial Statements</p> <p>Begin Boundary Review (defined for February student registration)</p> <p>Board Organizational Meeting Oct. 8, 2019</p> <p>Fall Board & DLT RETREAT October 11, 2019 Board Room at CEC</p> <p>Class Size Survey Report to the Board</p> <p>Staffing Report to the Board</p> <p>*Annually approve a Communications Strategy</p> <p>*Annually develop a yearly plan for Board development including increased knowledge of the Board’s role, processes and issues to further the implementation of the Three Year Plan. (October 11, 2019 during Board Retreat)</p> <p>Form the GRACE Group</p> <p>*Annually develop a yearly plan for advocacy. MLA’s.</p>	<p><i>*Annual Education Results Report/Three Year Education Plan (combined report) due to AB ED by Nov 30 including Accountability Pillar Results Report</i> ↓ <i>*Audited Financial Statement due to AB ED by Nov 30</i> ↓ <i>*Fall Budget Revision due to AB ED by Nov 30</i> ↓ Board Meeting – Approval <i>*AERR, *Audited Financial Statement & *Fall Budget</i> November 25, 2019</p> <p>Infrastructure Maintenance Renewal (IMR) Project Approval BOARD MOTION APPROVE</p> <p>Alberta Catholic School Trustees’ Association (ACSTA) Annual General Meeting (AGM) November 15-17, 2019</p> <p>Alberta School Boards’ Association (ASBA) Annual General Meeting (AGM) November 17 – 19, 2019</p> <p><u>Policy 7</u> – Board informed of Trustee Honorarium</p> <p>Achievement Exam Review</p> <p>ACSTA Facilities and Covenant Review</p> <p>FINE ARTS Academy Review</p> <p>Final Class Size Survey Report to the Board – as included in AERR</p>	<p>Quarterly Finance Report information only, no Board Motion</p> <p>Policy 7 - Annual Board Self-Evaluation & Superintendent Evaluation BOARD MOTION APPROVE</p>	<p>AP500 BUDGET Review *Approve budget assumptions at the outset of the budget process. The Secretary-Treasurer will prepare a draft budget based on the priorities set out in the 3 Year Education Plan.</p> <p>Board Policy Review</p> <p><u>AP 505</u> – Begin review of School Fees for approval by March 31</p> <p>Workplace Survey-Implementation of Recommendations</p> <p><u>AP305</u> – Review Boundaries and Attendance areas for approval by March 31</p>	<p>Board Reviews 3 Year Ed Plan to determine future priorities</p> <p>Board Strategic Planning March (early) - *Annually identify long-term strategic priorities.</p>	<p>Faith Formation – March 20, 2020 Recognition of long service employees during Faith Formation Day</p>	<p>ERIP – Early Retirement Incentive Plan (ERIP) approved by May 01 BOARD MOTION APPROVE</p> <p>Three Year Facility Plan / (Capital Plan) BOARD MOTION APPROVE</p> <p>AP500 - Preliminary (DRAFT BUDGET) for Board Review April/May</p> <p>Revised Staffing Report</p> <p>Diploma Exam Review</p> <p>Board Annual Work Plan Development</p> <p>SPICE Conference Apr 23-26, 2020 Kananaskis</p> <p>BLUEPRINTS Conference Apr 28-May1, 2020 Kananaskis</p>	<p>Draft BUDGET for Board Review April/May</p> <p>Board Meeting for Budget Approval -BUDGET due to AB ED May 31 Date TBA BOARD MOTION</p> <p>Locally Developed Courses BOARD MOTION APPROVE</p> <p>Staffing Report to the Board</p> <p>ASBA Zone 6 Edwin Parr Award Banquet Taber, Alberta TBA</p> <p>Consecration to Mary- In May, the Month of Mary, annually consecrate the District and invite schools to do the same, either in October of May.</p>	<p>Staffing Report to the Board</p> <p>Alberta School Boards’ Association (ASBA) Spring General Meeting June 1 & 2, 2020</p> <p>3rd Quarter Financial Update information only, no Board Motion</p> <p>Retiree Dinner on June 8th, 2020.</p>		
								<div> <div>IMPORTANT Dates & Events</div> <div> <div>1. Back to School BBQ’s</div> <div>2. School Christmas Concerts</div> <div>3. Fine Arts Productions</div> <div>4. World Teacher’s Day October 5, 2019</div> <div>5. Bishop’s Dinner Oct 11/19 (Lethbridge) May 8/20 (Calgary)</div> <div>7. Catholic Education Sunday Nov 3, 2019</div> <div>8. Monsignor McCoy Awards, Fall/Winter 2019</div> <div>9. Education Week - May 18 – 22, 2020</div> <div>10. World Catholic Education Day - May 21, 2020</div> <div>11. Monsignor McCoy Grad – May 13 - 15, 2020 * May 13, 2020 Rehearsal * May 14, 2020 Mass & Ceremony * May 15, 2020 Banquet</div> <div>12. Foundation Golf Tourney Friday, June 12, 2020</div> </div> </div>			

HOW TO BE AN INFLUENZA CHAMPION

ARM YOURSELF AGAINST INFLUENZA:



Get Immunized

Getting your influenza immunization every season – and as early in each season as possible – is the single most effective way to arm yourself against influenza. All Albertans six months of age & older should be immunized each season. No matter how healthy you are now, without immunization, you are at risk. Why chance it?



Cover Your Cough

Cover your nose and mouth with a tissue when sneezing or coughing.

If you don't have a tissue, always cough or sneeze into your arm, not into your hands.

Throw away tissues after wiping your nose or covering a cough, and wash your hands.



Clean Your Hands

Using soap and warm water, wash your hands thoroughly and often, including after coughing, sneezing, using tissues or the washroom, and before eating or preparing foods.

Alcohol-based hand rub or sanitizer can also be helpful if hands are not visibly soiled.

Make a point of keeping hands and fingers away from your eyes, nose and mouth.



Stay Home When Sick

If you have symptoms of illness, including fever, cough, headache and extreme tiredness, stay home from work, school, daycare, or any social function.

Please also refrain from visiting family, friends or loved ones in hospitals, care facilities or seniors lodges, until you have fully recovered from any illness.

Visit www.ahs.ca/influenza
Call Health Link 811

Alberta
Government

 Alberta Health
Services

Communications Officer- Derrian Hallas

Board Report - October 8, 2019

Communications & Public Relations

September 2019 Highlights- *It was a very exciting first month of the 2019/2020 school year!*

Minister of Education Visit – September 11

Video, Print Media, Website Feature & Social Media

[Click here](#) for full news paper article.

[Click here](#) to watch the video from the Minister's visit.

On Wednesday, September 11, The Board of Trustees and Senior Administration spent the morning with Hon. Adriana LaGrange- The Minister of Education and Michaela Glasgo – MLA Brooks Medicine Hat, at École St. John Paul II School. The Board of Trustees extended a sincere thank you to Minister LaGrange for taking the time to visit Medicine Hat and meet with local school boards. Productive discussions were had.



MHCBE's International Education Program- September 13

Chat TV Story, Website Feature & Social Media

[Click here](#) for full news story.

MHCBE is always looking for families willing to open their homes to international students!

Homestay Family Credentials:

- A visit to the host residence to confirm accommodation;
- A Police Record Check and Intervention Record Check completed for each adult 18 years or older living in the home;
- A private bedroom, three meals per day, and participation in family activities;
- A warm heart and flexibility!



September 2019 Highlights Continued.

Grade 4 Bible Liturgy – September 25

Video, Website Feature & Social Media

[Click here](#) to watch the video from our Grade 4 Bible Liturgy.

Every year, each grade 4 student in our school division is presented with their very own bible at our Grade 4 Bible Liturgy. On Wednesday, September 25, over 180 students gathered together to celebrate these special gifts.

These bibles are purchased with donations collected on the previous year's Catholic Education Sunday. Thank you to our parishioners at both St. Patrick's Church and Holy Family Parish. God bless our Catholic community of faith!



Prairie Mennonite School Grand Opening Celebration- September 27

At the Prairie Mennonite School Grand Opening Celebration The Board was honoured with a beautiful handmade gift presented by the Prairie Mennonite Alternative School (the former École St. Thomas Aquinas School).

It is such a blessing that the former MHCBE school building will be used to bring joy to many more children for years to come. Congratulations to the school community and Prairie Rose School Division on a wonderful grand opening celebration!



September 2019 Highlights Continued.

Orange Shirt Day- September 30

Print Media, All Division Staff Communication, Website Feature & Social Media

[Click here](#) for full news paper article.

- Backpack note for all students/ All division staff communication
- A special Prayer for Orange Shirt Day was developed and shared on the backpack note and provided to schools to read during assembly or morning announcements.
- FNMI Coordinator, Raevon Gehring, shared classroom & assembly resources with schools including in-class presentations
- All schools had a presentaion on Monday, September 23 learning about the significance of Orange Shirt Day.
- On September 30, Orange “Every Child Matters” pencils were provided for all MHCBE students and pens for staff
- Website & Social Media posts on Monday, Septemebr 30 to acknowledge the day



Custodial Worker’s Recognition Day – October 2

Video, All Division Staff Communication, Website Feature & Social Media

[Click here](#) to watch our Custodial Worker’s Recognition Day Video.

Messaging for Website, Social Media & All Staff Email on Custodial Worker’s Recognition Day:



“Our custodians are always working to maintain our schools and provide a safe and clean environment for successful student learning.

We are grateful for their dedication... and smiling faces down the hallway!

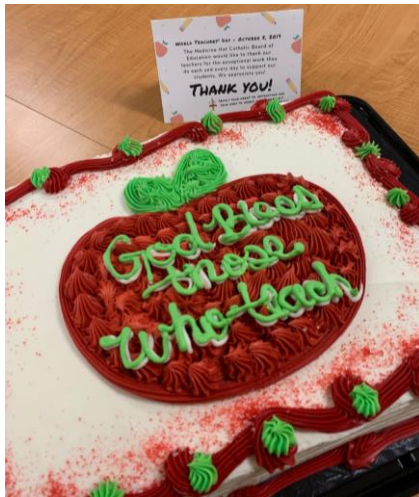
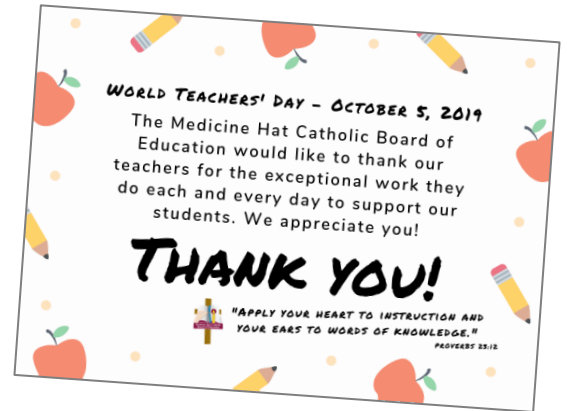
Today is National Custodial Worker’s Recognition Day- don’t forget to say a special “thank you” to your school’s custodian ♥”

September 2019 Highlights Continued.

World Teachers' Day – October 5

Print Media Ad, All Division Staff Communication, Website Feature & Social Media

- Feature in the Medicine Hat News in partnership with Prairie Rose School Division published on Saturday, October 5.
- Notification in October School Newsletters.
- “God bless those who teach” cakes were delivered to each of our nine schools for staff to enjoy. Cakes also came with a card from MHCBE thanking and acknowledging our dedicated teachers.
- Superintendent message to all division staff emailed on Friday, October 4.



Catholic schools are truly special!

Superintendent's Report
October 8th, 2019
Regular Board Meeting

1. 3 YEP

The Alberta Education 3 Year Education Plan template has been delayed. Most likely will be available after the release of the Budget 2019 – October 24th. Report is still due on November 30th.

Recommendation: Receive as Information

2. Nutrition Program

We have received notice that we will be receiving the same amount of funding as last year. The final amount has not been shared. Planning is well underway. Principal Nick Gale has stepped forward to coordinate the program this year. The same schools will be participating in the program as last year.

Recommendation: Receive as Information

3. Teacher Growth and Supervision Policy

The Teacher Growth and Supervision Policy has been delayed until the 2020 school year (September). Currently we have a new Teaching Quality Standard however Alberta Education has indicated that the new policy which would be in alignment with the new TQS has been delayed.

Recommendation: Receive as Information

4. Workplace OH&S

On September 9 the Labour Ministry indicated that a request has been made within the Ministry to amend the requirement for site-based Health and Safety Committees to Employer based Health & Safety Committees. It was indicated that school authorities were used as an example of why the requirement for site-based committees was unnecessary.

For school authorities that have received approval of their request for a variance, this new information is of little consequence.

For school authorities who have applied for a variance and have not yet received approval or have been informed that the application is still under review, this new information means that it is unlikely approval will be received because it will be unnecessary.

For school authorities who are still considering making an application for a variance, it was suggested that it will not be necessary to do so.

Recommendation: Receive as Information

5. Dual Credit

We are currently exploring dual credit opportunities. This will enable us to expand our offerings to high school students.

Recommendation: Receive as Information

6. Council of School Councils

AGM was on September 30th. A new executive has been elected. The next meeting will take place on October 28th, at 7 pm.

Recommendation: Receive as Information

7. Marked by God Conference – Red Deer – October 3&4

Catholic leadership conference developed by CCSSA. Fr. Stefano Penna and Dr. Bod Murray presented. Overall was a very successful conference. Typically this conference takes place every two years.

Recommendation: Receive as Information

8. Upcoming Meetings

AB ED Field Services – October 10th

Emergency Social Services – October 22nd.

- MHCBE has been invited to participate in this discussion as we would be identified to assist the City of Medicine Hat in the event of a disaster. This meeting will provide an opportunity to determine what our role could potentially be.

Recommendation: Receive as Information

9. Curriculum Resource Coordinator Position

The Alberta Bishops, ACSTA and CCSSA have been examining the potential for a coordinator position to develop curriculum and RE resources for Catholic divisions. As there are many different projects currently in the works, and the need to ensure alignment with Catholic teaching is greater than ever before. The coordinator would work together with an advisory committee to set direction and determine materials / supports that would need to be developed.

Recommendation: Discussion, Board will Develop a Position

10. Prairie Mennonite School

On September 27th, Chair Mastel and I attended the grand opening of the Prairie Mennonite School. As the new school was a result of partnering with our jurisdiction we were presented with a cross which highlights our partnership. The students and staff were exceptionally grateful and excited with their new school. The students performed a song of thanks, and we

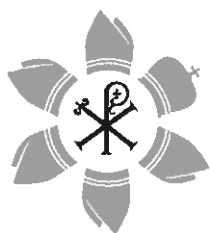
were treated to a traditional Mexican lunch! Feedback from the local neighborhood has been exceptionally positive as all are happy that the building is being utilized as a school once more.

Recommendation: Receive as Information

11. Minister's Youth Council

Congratulations to Seth Akins who has been appointed to the Minister's Youth Council! Working at the provincial level, the council will share diverse student perspectives and provide input on education issues. Council members will attend three meetings in Edmonton at the [Bennett Centre](#) October 25 to 28, 2019; February 7 to 10, 2020; and May 1 to 4, 2020.

Recommendation: Receive as Information



Council of Catholic School
Superintendents of Alberta



ACSTA

Alberta Catholic School Trustees' Association
Celebrate, preserve, promote and enhance Catholic education

ALBERTA CURRICULUM AND RESOURCE COORDINATION FOR CATHOLIC SCHOOLS

CONTEXT

The Catholic Trustees as represented by the Alberta Catholic School Trustees Association (ACSTA), the Catholic Superintendents as represented by the Council of Catholic School Superintendents of Alberta (CCSSA) and Catholic District and Diocesan Religion/Faith Consultants represented by Religious Education Network (REN) have in the past collaborated to provide and or participate in Catholic curriculum and resource development and the oversight of its implementation within the schools.

This leadership model has grown out of an historical context (30 years) where K-12 Religious Education curriculum and resources were identified by ACSTA, CCSSA or REN. The ACSTA and CCSSA Executive Directors were responsible for the RE curriculum and resource development and would engage the REN members for research, design and writing. It has also been customary for ACSTA to fund such curriculum and resource development as there is no provincial funding for such initiatives.

The Roman Catholic Bishops of Alberta acknowledge and recognize the role that Catholic organizations like the ACSTA, CCSSA and REN have played in the support of Catholic schools in the province of Alberta. Their work in collaboration with Archbishop and Bishops has enabled Catholic Education to develop a number of resources which are currently used in our Catholic schools. However, as the issues facing Catholic schools become more politically and theologically complex, it is evident that the role of the Bishops to guide and accompany the curriculum and resource coordination, development, implementation, and monitoring could be strengthened through a more formalized process and structure.

Moving forward with the development of new Catholic curriculum in Alberta beginning with K-4 (Sept. 2020 implementation) and proceeding with Grades 5-9 and 10-12 as well as other RE curriculum initiatives, we recommend a new structure and process to develop RE curriculum and resource development, implementation, and monitoring which will enhance student learning and support our Catholic teachers.

BACKGROUND

The Catholic identity of the schools is integrated into every program and aspect of school life. The entire aim of a Catholic School is to create a loving, faithful, and positive learning environment consistent with Catholic teaching.

The Catholic schools in Alberta hold to a vision that is described in the article, *Five Essential Marks of Catholic Schools* by Archbishop J. Michael Miller. This theological framework articulates five major identifiable characteristics for a Catholic school:

1. Inspired by a Supernatural Vision: the faith of the Catholic school is Christ-centred
2. Founded on a Christian Anthropology: the anthropology is incarnational
3. Animated by Communion and Community: the sense of the Catholic educational community is ecclesial
4. Imbued with a Catholic Worldview throughout its Curriculum: the worldview for learning in a Catholic school is sacramental
5. Sustained by Gospel Witness: its mission is to love Christ and work for His Kingdom on earth

With these five essential marks in mind, each project of curriculum and the resources developed for Catholic schools must align authentically with the Teachings of the Roman Catholic Faith. As curriculum and resources address more complex issues, there is an increasing need for greater theological, ecclesial, and religious expertise in order to preserve and promote the integrity of Catholic Church Teaching.

The Alberta Bishops are responsible for exercising their ecclesial leadership role by ensuring the Catholicity of the school and its adherence to the five essential marks.

Can. 806 §1. The diocesan bishop has the right to watch over and visit the Catholic schools in his territory, even those which members of religious institutes have founded or direct. He also issues prescripts which pertain to the general regulation of Catholic schools;

THE HORIZON

Currently there are a number of Curriculum and Resource projects in various stages of development and/or implementation: K- Grade 4 Wellness Resources; High School RE Curriculum Review; Grade 9 RE Curriculum Scope and Sequence; LIFE Framework 'Train the Trainer' and Group Leader Resources; Grades 5-12 AB Education Wellness Curriculum and Kindergarten RE Curriculum to identify a few projects. Additionally, the next steps of monitoring and review which are often referenced in each of these initiatives has yet to be fully articulated.

The Catholic educational community i.e. CCSSA and REN, currently collaborates with two Bishop Liaisons on an ad hoc basis. The leadership of the Catholic educational community has expressed the need for the Bishops' engaged accompaniment and leadership in order to ensure

that future curriculum review and resource materials developed for Catholic schools reflect in all aspects the Teachings of the Faith.

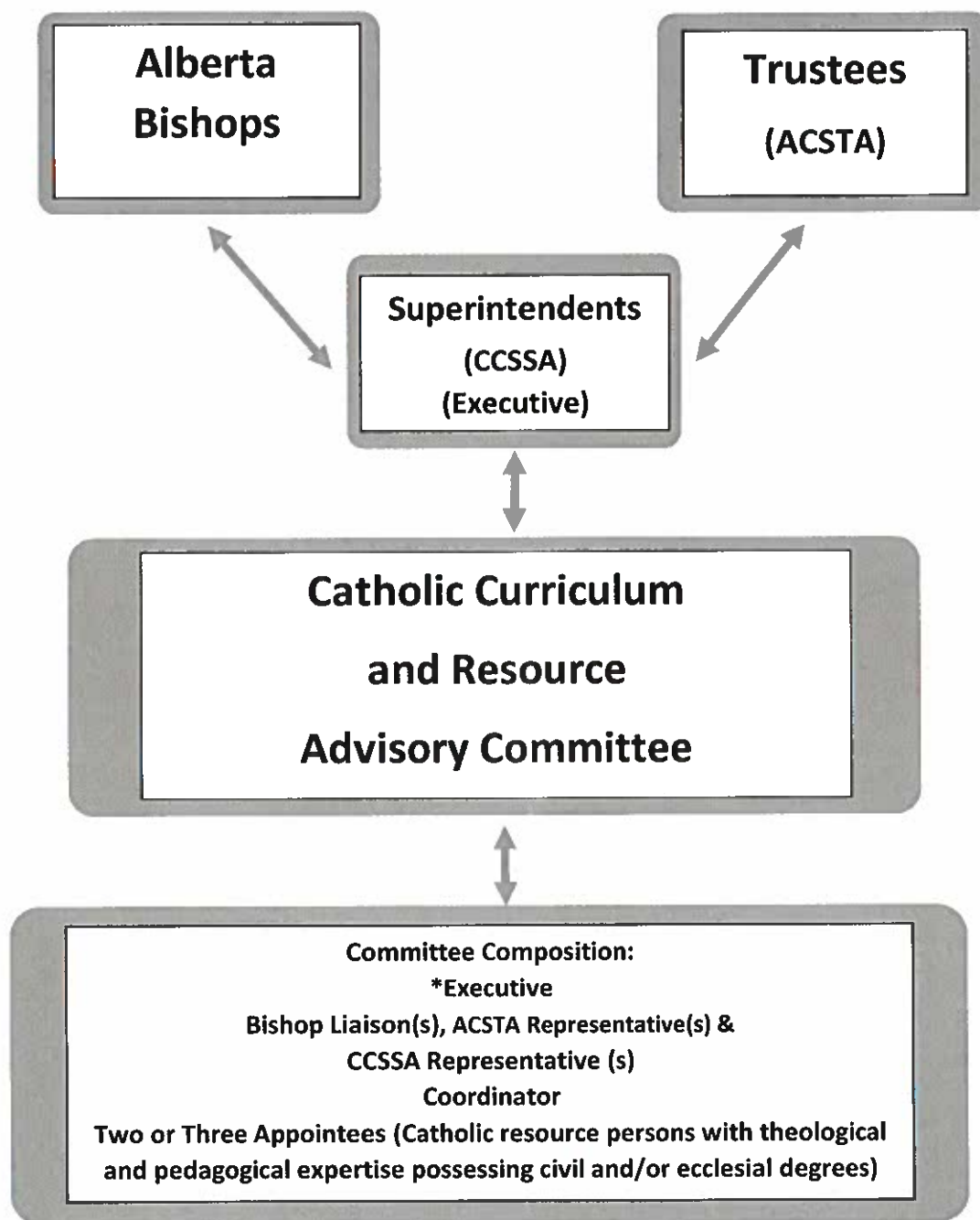
The Alberta Bishops in discussion with the CCSSA Executive asked for a draft proposal to ensure consistent theological expertise and an active role for the bishops in this entire process (November 2018). This was then developed and expanded upon by the Alberta Bishops as outlined in the following sections: Process, Structure, Mission, Terms of Reference, and Coordinator (December, 2018 / February, 2019 / June, 2019).

PROCESS

The intent is to develop an advisory structure within the Alberta Catholic educational community which embodies a similar or analogous role to that of the Institute for Catholic Education (ICE) in Ontario. Currently, ICE provides a formal structure for the accompaniment of the Assembly of Catholic Bishops of Ontario (ACBO) Education Commission members and the inclusion of recognized theological and pedagogical expertise in the process of curriculum review, development and resources. ICE reports to the Education Commission of the Assembly of Catholic Bishops of Ontario (ACBO) and provides a forum for the review and planning of Catholic curricula and resources. An example of this collaborative work is the development of the new religion curriculum *Growing in Faith, Growing in Christ*.

There is a growing need for the Bishops to be actively involved in the engagement, oversight and approval processes supporting the development of curriculum and resources which are made available for teachers in Alberta Catholic schools to support student learning and which addresses the five marks of Catholicity.

STRUCTURE



Catholic Curriculum and Resource Advisory Committee

The Catholic Curriculum and Resource Advisory Committee is comprised of the Coordinator, Bishop Liaison (s), CCSSA Representative (s), ACSTA Representative (s) and two or three appointees (Catholic resource persons with theological and pedagogical backgrounds possessing civil and/or ecclesial degrees). The appointees would apply and be selected based

on their experience and background with the approval and support of their local CCSSA superintendent

The role of the Advisory Committee will be to develop a Catholic curriculum development plan, determine the membership of curriculum or resource writing teams, review the curriculum and resource projects in draft and final form, and recommend approval to the Alberta Bishops through the Coordinator, the CCSSA representative(s) and the Liaison Bishop for Catholic Education.

The annual budget for the work of the Advisory Committee would be developed by the Coordinator and receive approval from the Alberta Bishops and the ACSTA through the CCSSA Executive.

Mission

The Catholic Curriculum and Resource Advisory Committee is to ensure that the curriculum and resources developed for Catholic schools authentically reflect implicitly and explicitly the Gospel and Catholic Church Teaching.

Terms of Reference

- To establish an Executive whose role is to foster a common vision on Catholic education and the components of authentically Catholic curriculum explicitly and implicitly for students in Catholic schools;
- To enhance collaboration by providing a structure for the leadership of a Coordinator role and accompaniment of the Alberta Bishops;
- To coordinate the work of writing Catholic curriculum and resources within the parameters established by the Alberta Bishops and the Ministry of Education;
- To develop a curriculum and resources plan;
- To structure writing teams for the curriculum and resource projects;
- To review Catholic RE curriculum and resource documents in draft and final form under the guidance and in the name of the Alberta Bishops; and
- To recommend approval of Catholic RE curriculum and resource documents to the Alberta Bishops that would be implemented by the Catholic School Superintendents (CCSSA).

Coordinator

The role of Coordinator would report to the Executive of the Catholic Curriculum and Resource Advisory Committee and serve as Chair of the Catholic Curriculum and Resource Advisory Committee. The Coordinator would have a theological background and pedagogical experience in Catholic schools to oversee and coordinate RE Curriculum and Resource development on behalf of all the entire Catholic school boards in Alberta. The position and role description would be developed by the Bishop Liaison(s) and the CCSSA representative(s). The salary range for the position would be agreed upon by the ACSTA representative(s) and the Alberta Bishops.

Process for Hiring of the Coordinator

The hiring of the Coordinator will involve the Bishop Liaison(s), the ACSTA representative(s) and the CCSSA representative as the Hiring Committee. The applicants for the position of Coordinator will possess civil and/or canonical degrees in theology or religious education with demonstrated successful pedagogical and administrative experience in Catholic schools, curriculum research, development and implementation.

Recommendation

The Bishops support and approve the establishment of the Catholic Curriculum and Resource Advisory Committee and secondly the CCSSA recommendation to hire a full-time Coordinator to chair the Catholic Curriculum and Resource Advisory Committee by Fall 2019 in order to oversee Catholic Curriculum and Resource Development for our Alberta Catholic Schools in support of the teachers and the students. The estimated salary, benefits, travel and meeting expenses would be as follows depending on their current or former position:

Teacher - \$115,000 (Salary & Benefits - \$105,000/Travel & Meetings - \$10,000)

Consultant/Director - \$130,000 (Salary & Benefits - \$120,000/Travel & Meetings - \$10,000)

Principal – \$160,000 (Salary & Benefits - \$150,000/Travel & Meetings - \$10,000)

+Alberta Catholic Bishops

*December, 2018

February, 2019

June, 2019

1. Alberta School Foundation Fund

All Catholic Separate School Boards in Alberta retain the right to opt out of the Alberta School Foundation Fund ('ASFF') as per the *Education Act* (2012) s. 164(1-5). The Alberta Catholic Schools Trustees Association feels that in order to provide a continuous recognition for the opting out right and as per advice of their legal counsel it would be cautious and prudent to opt out.

ACSTA states that per their legal advice there are four times boards should reassert the right to opt out:

1. Following a Provincial Election
2. The Appointment of a New Minister of Education
3. A Change in education Legislation (a New Education Act)
4. A Municipal Election

ACSTA has provided a suggested resolution to approve.

Recommendation: **THEREFORE BE IT RESOLVED** that Division 4 of Part 6 of the recently amended *Education Act* (2012) s. 164(1-5) does not apply to this Board.

Attachment: Alberta School Foundation Fund and Catholic Education

2. Corporate Name Change

An update will be provided on the status of the request to the Minister of Education regarding the change to the corporate name.

Recommendation: *None*

Attachment: *None*

3. ASEBP Trustees' Report

The June 2019 ASEBP Trustees' Report is attached for information

Recommendation: *None*

Attachment: June 2019 Report

4. Budget Survey Results

The results of the Budget Survey will be shared

Recommendation: *None*

Attachment: *None*

5. Boundary Review

The board work plan for October has the start of the Boundary review.

The Area Capacity Utilization report shows that all schools have official capacity within the school. Notre Dame Academy is the only school with an estimated capacity greater than 90%. Under the new ACU model a school is full at 100%. The school houses a Sports Academy Program along with Regular Programming.

Senior administration does not have any recommendations at this time for required changes to attendance boundaries. If there are pressures in a school, the enforcement of attendance zones may need to be considered.

Recommendation: Senior Administration is recommending the boundaries remain static for 2020-2021 school year. If there are capacity pressures in a school, the enforcement of attendance zones may need to be considered.

Attachment:

- a. 2018-19 Area Capacity and 2019-20 Estimated Area Capacity
- b. School Attendance Zones
- c. Rural Designated Boundaries
- d. School Boundaries (9)

6. 2019-20 Budget

The September 30 Enrollment has been finalized.

The provincial budget will be released October 24, 2019.

Recommendation: *None*

Attachment: 2019-20 Enrollment

Alberta School Foundation Fund and Catholic Education in Alberta

What Catholic School Trustees need to know!

So, imagine you are sitting around a table with Public school trustees and one of them asks you: "Why do Catholic boards opt out of ASFF?" You can answer simply "because we have the constitutional right to set and collect our own property taxes." The trustee responds with, "So you get more money than the public divisions per student?" The answer to that is "no, once we collect the education portion of the municipal school taxes, the government 'tops up' the amount available so every student in Alberta is allocated the same amount whether you are in a Public school or Catholic school in Okotoks or Grimshaw."

A few years ago, in a discussion with a trustee, the above questions were actually asked however the Catholic trustee could not provide the answers and explain how Catholic Separate boards are funded compared to Public boards. It was suggested by the Public school trustee that Catholic boards receive higher funding levels as they receive the same per student funding as the Public boards but were also able to set their own mill rate and collect taxes, a right lost to public boards in 1995. This document is an attempt to clarify, in simple terms, for all trustees and senior administrators how funding works for Catholic and Public education in Alberta and provide answers should you be questioned in the future.

Prior to 1994-1995, individual boards across the province set the local education mill rate (rate of taxation on assessed property value), but this led to great disparity:

"Prior to 1994-95, when all school boards had the right to tax their local residents as well as businesses and industrial property, there were serious inequities in funding for the education of students depending on the wealth of the community and the industries located within a school jurisdiction's boundaries. The objective in removing school boards' ability to tax was to ensure equity across the province and ensure that the quality of education students received was not determined by the property tax wealth in their communities." Alberta Education

https://archive.org/stream/everychildlearns00albe/everychildlearns00albe_djvu.txt

As a consequence of these inequities, the provincial government created the Alberta School Foundation Fund (ASFF). This fund removed the right of school boards to set their own education tax rates, and collected and pooled all education property taxes in Alberta and then distributed them equally per student across the province. In this way, no matter where you lived, rural Alberta with small population with a low industrial tax base or a highly industrial, high density location, the funding for every student in Alberta would be the same.

While this idea of equity was laudable, it infringed on the Catholic Separate schools constitutional right to collect taxes from their ratepayers. As a result, an agreement was

reached with the Alberta government, starting in 1994-95 and continuing today, for Catholic schools to retain the ability to “opt out” of the Alberta School Foundation Fund. This allows separate school to access their own assessment base (*Education Act*, s. 164) and receive a “top up” of the receipt from that assessment base from the Alberta School Foundation Fund. This ensures a student in a separate schools is funded the same as in a Public board (*Education Act*, s. 169). This is subject to a “claw-back” however if this amount obtained from the assessment base exceeded the amount per student payable to the Public Boards (*Education Act*, s. 169(6))¹. In this way Catholic Separate boards were able to exercise their constitutional right to levy assessment on their ratepayers (*School Ordinances NWT 1901*, ss. 41-45) and receive the same amount per student as the Public boards.

This taxation scheme was challenged in constitutional litigation by the Public School Boards Association of Alberta, and upheld by the Supreme Court of Canada in 2000 (1 S.C.R. 44).

“Currently, 16 separate school boards have ‘opted out’ of the Alberta School Foundation Fund, which means they requisition and collect property tax directly from municipalities. Under current legislation, there is no financial advantage to these school boards nor do they have the ability to raise more funds than other school boards.” Alberta Education
https://archive.org/stream/everychildlearns00albe/everychildlearns00albe_djvu.txt

Each board and its relationship with its local county or municipality is slightly different but in the end, every student is funded the same across the province, whether Catholic or Public school student. The municipality or county will collect the Catholic resident’s education taxes and submit it the board or the province, and the province will “top up” funds available to Catholic Separate boards to the same amount as the Public school student allowance.

This is why property tax forms in Alberta request where you want taxes directed:

“**Why are property owners asked to declare their faith?** The Constitution of Canada guarantees Protestant and Roman Catholic citizens' minority rights to a separate education system. In communities where there are separate school jurisdictions, property owners must declare their religious affiliation, either Protestant or Roman Catholic, to determine what education property tax dollars should be directed to those separate school jurisdictions.” Alberta Education
<https://education.alberta.ca/education-property-tax/about-the-education-property-tax/everyone/education-tax-faq/>

We ask that Catholic school divisions continue, on a regular basis, to encourage Catholic residents when they register and/or move, even within the community, to support “separate

¹ This has never happened and, all things remaining the same, never will.

school” tax identification for the purpose of protecting our constitutional rights and maintaining a taxation relationship with all Catholic supporters, whether they have students in the school system or not.

This right is important and we continue to opt out regularly despite the fact that once was legally all that was required. Since 1995 the continued requests for resolutions by boards are redundant from a legal/*Education Act* perspective but we continue to ask and submit them to the government for political and advocacy purposes. Our legal counsel has recommended that we “remind” the government of the day that we have the constitutional right to “opt out” of the ASFF, and as an association we have collectively agreed to opt out: Upon the election of each new board, the appointment of a new education minister, change in legislation, and the change in government as in 2019. The continued passing of the resolution to opt out reminds us (especially our new trustees) and the government that our constitutional rights are being acknowledged and practiced.

Questions? Contact Dean Sarnecki at dean@acsta.ab.ca or 780-484-6209

ASEBP Trustees' Report

Volume 27-19 No. 07 September 2019

Highlights of the September 20-21, 2019, Trustees' Meeting

1. Plan Design – Second Reading (for January 1, 2020)

- The ASEBP Trustees are constantly striving for value as well as balancing plan benefits and the cost of investing in the current and future health of covered members. They're sensitive to participant needs and stakeholder concerns, as well as the impact of changing medical, dental, pharmaceutical and other practices, in addition to changes to the health care system. The ASEBP Trustees are also cognizant of plan utilization, statutory or regulatory requirements and market conditions (i.e. competition from other benefit providers and fiscal constraints)
- The ASEBP Trustees gave **final approval** (second reading) to a number of plan design changes effective **January 1, 2020**
- **Extended Disability Benefits**
 - The pre-existing condition criteria won't apply where a lapse in coverage is due to a layoff of less than 90 days, thereby recognizing a natural gap in employment
 - The Accommodation Employment Program will become the Progressive Disability Program to minimize confusion with an employer's legal duty to accommodate
 - The application window for the Progressive Disability Program will be extended from 30 days to 90 days from the reduction of an employee's normal full-time equivalent due to illness or accidental injury. This addresses employer and employee concerns about the current timeline being too short
 - The elimination period for the Progressive Disability Program will be prorated in the same way it is for the Early Intervention Program (EIP), thereby minimizing the number of different calculations
 - The EIP will allow for participation at any point during the elimination period rather than being limited to 30 days (previously the ASEBP Trustees gave ASEBP administration direction to relax the 30-day requirement on a trial basis)
 - The elimination period for the EIP will be clarified. Moving forward, it'll be based on the full-time equivalent portion of time an employee is unable to work, using consecutive calendar days and adjusted from time to time due to changes in the reduced full-time equivalent, to a maximum of 153 days
- **Extended Health Care**
 - Hospital accommodation coverage will align with the Government of Alberta's reimbursement rate for semi-private hospital room charges rather than referencing a specific dollar amount. This housekeeping change will reduce the number of times the ASEBP Trustees must approve a change to the reimbursement rate as the intent has been, and continues to be, to match the government rate
 - The pre-approval process for joint injectable materials will be removed

ASEBP TRUSTEES

Drew Chipman, Chair
Fred Kreiner, Vice-Chair
Holly Bilton
Chad Bowie
Evelyn Chan
Maddy Daniels
Doug Lerke
Shirene Napier
Kim Pasula
Daryl Scott

**CHIEF EXECUTIVE
OFFICER**
Kelli Littlechilds

- The pre-approval process for private-duty nursing services will be added to the plan document. This housekeeping change will align the plan document with current administrative practice

- **Multiple benefits**

- The termination age for benefits for those actively at work (including school trustees) will be aligned where practicable by removing the 50 per cent reduction in benefits after 65 and removing the requirement to have joined the plan prior to 65

Benefit	Current termination ages	Future termination ages
Life and Basic Accidental Death & Dismemberment Insurance	<ul style="list-style-type: none"> • 70 for active employees, with a 50% reduction in benefits after 65 • 70 for school trustees (if appointed before 65) 	<ul style="list-style-type: none"> • No change in termination age for active employees; last day of the month upon reaching 70 for school trustees • Remove 50% reduction after 65 • Remove requirement to have joined the plan prior to 65 for school trustees
General Health Benefits (Extended Health Care, Dental and Vision)	<ul style="list-style-type: none"> • 70, but must have joined the plan prior to 65 	<ul style="list-style-type: none"> • No change in termination age • Remove requirement to have joined the plan prior to 65
Extended Disability Benefits	65	No change
Supplemental Package	70	No change

2. Plan Design – First Reading (for January 1, 2020)

- The ASEBP Trustees gave **initial approval** (first reading) to additional plan design changes effective **January 1, 2020**

- **Extended Disability Benefits**

- The offset provision dealing with 'other income' will be amended to recognize covered members who are working less than 1.0 full-time equivalent (FTE) and have income from another job. In the event a covered member becomes disabled from a position that's covered by ASEBP EDB but they're still able to complete the duties of their other position, their EDB benefit will be reduced only if the other job commenced within a six-month period prior to their disability date or commenced after their disability date. When other income has been in place longer than six months prior to disability, no offset will be made

- **Extended Health Care**

- Coverage for flash glucose monitors (such as the brand FreeStyle Libre) will be added to the diabetic supplies category, which has an annual maximum of \$4,000. Members will be able to purchase one reader every rolling 2-year period and 30 sensors every rolling 12-month period, as long as they haven't reached their diabetic supply maximum

-
- Assignment billing is a privilege allowing covered members to sign a form authorizing a medical practitioner or medical supply vendor to make a claim for ASEBP benefits on their behalf. This method of billing can be open to unusual claiming practices and it may not always be clear to covered members what they are signing. In 2016, the ASEBP Trustees took the first step in phasing out assignment billing. As most providers are now able to bill the plan directly, it's time to make further changes. Assignment billing will be limited to three benefits: ambulance services, hospital accommodation and oxygen (including oxygen equipment)

- **Multiple benefits**

- Previously, the ASEBP Trustees suspended relevant provisions of the plan documents to accommodate Workers' Compensation Act changes in 2018, requiring employer groups to continue Extended Health Care, Dental Care and Vision Care coverage for injured workers for up to one year after the date of their injury. These provisions will now be amended in the plan wording

- **Administrative change**

- The enrolment window for benefits applications will be extended to 90 days (from 31 days). The late applicant deductibles under Vision Care and Dental Care will be removed along with the orthodontic restriction. An ASEBP Administration Bulletin will announce the details and effective date once established

- **Please note that final approval (second reading) is required and changes may occur between readings**

3. Governance

- As previously reported, the ASEBP Trustees engaged an advisory firm to undertake a governance effectiveness review. The primary objectives were to gain insight into governance functioning, consider ways to evolve the overall governance in step with how the plan has changed over time and identify opportunities to enhance governance practices in ways that'll support ASEBP's ability to meet its mission and strategic goals. The ASEBP Trustees prioritized recommendations made by the advisory firm and developed an action plan, which is now underway

4. Appointments

- The ASEBP Trustees welcomed Evelyn Chan to her first meeting. Evelyn was appointed as an ASEBP Trustee by the Alberta Teachers' Association

The ASEBP Trustees' Report provides an overview of topics discussed at all ASEBP Trustees' Meetings. These meetings provide the opportunity for ASEBP Trustees to come together to discuss matters of importance at ASEBP—from the financial health of the benefit plan to the introduction of new benefits and programs. While all information in each report is an accurate account of decisions made at the meetings, there can be changes that occur between first and second readings of certain topics which may result in differences between their reporting.

To learn more about the ASEBP Trustees, please visit the Governance page, found in the About section of our website, asebp.ca.



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Phone: 780-438-5300 • Email: trustees@asebp.ca • Website: asebp.ca

**Medicine Hat Catholic Board of Education
2018-19 ACU**

2018-19 Official ACU Report

School	Total Capacity	ECS	Grade 1-12	ECS Severe	Severe	Adjusted Enrollment	Utilization	Excess Capacity
St. John Paul II	325	34	159	11	3	193	59%	132
Monsignor McCoy	967	-	506	-	6	518	54%	449
Mother Teresa	427	40	223	10	15	283	66%	144
Notre Dame	480	-	404	-	4	412	86%	68
St. Francis	182	19	89	7	4	114	62%	69
St. Louis	193	115	85	78	5	231	119%	(38)
St. Mary's	735	-	357	-	12	381	52%	354
St. Michael's	322	38	148	18	12	209	65%	113
St. Patrick's	501	78	329	20	12	412	82%	89
Total	4,132	324	2,300	144	73	2,752	67%	1,380

ACU Adjusted to Remove PUF Students Attending Private Centres

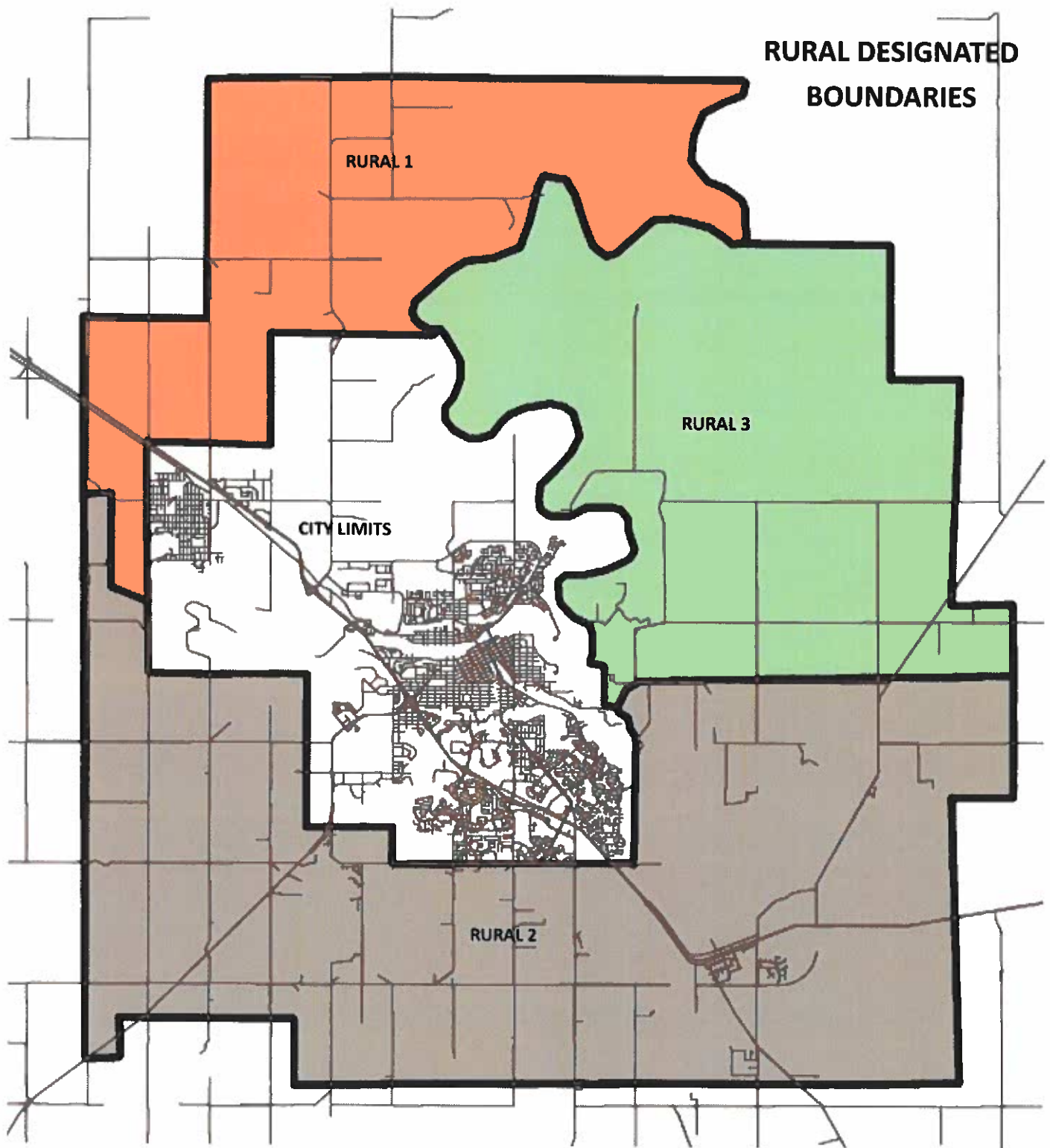
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St. Francis	182	19	89	7	4	114	62%	69
St. Louis - NOTE	193	45	85	8	5	126	65%	68
St. Mary's	735	-	357	-	12	381	52%	354
St. Michael's	322	38	148	18	12	209	65%	113
St. Patrick's	501	78	329	20	12	412	82%	89
Total	4,132	254	2,300	74	73	2,647	64%	1,485

ACU Adjusted to Remove PUF Students Attending Private Centres and to reflect 2019-20 Grade 1-12 Actuals

School	Total Capacity	ECS	Grade 1-12 NOTE	ECS Severe	Severe	Adjusted Enrollment	Utilization	Excess Capacity
St. John Paul II	325	34	161	11	3	195	60%	130
Monsignor McCoy	967	-	483	-	6	495	51%	472
Mother Teresa	427	40	223	10	15	283	66%	144
Notre Dame	480	-	449	-	4	457	95%	23
St. Francis	182	19	89	7	4	114	62%	69
St. Louis - NOTE	193	45	85	8	5	126	65%	68
St. Mary's	735	-	380	-	12	404	55%	331
St. Michael's	322	38	137	18	12	198	61%	124
St. Patrick's	501	78	320	20	12	403	80%	98
Total	4,132	254	2,327	74	73	2,674	65%	1,458

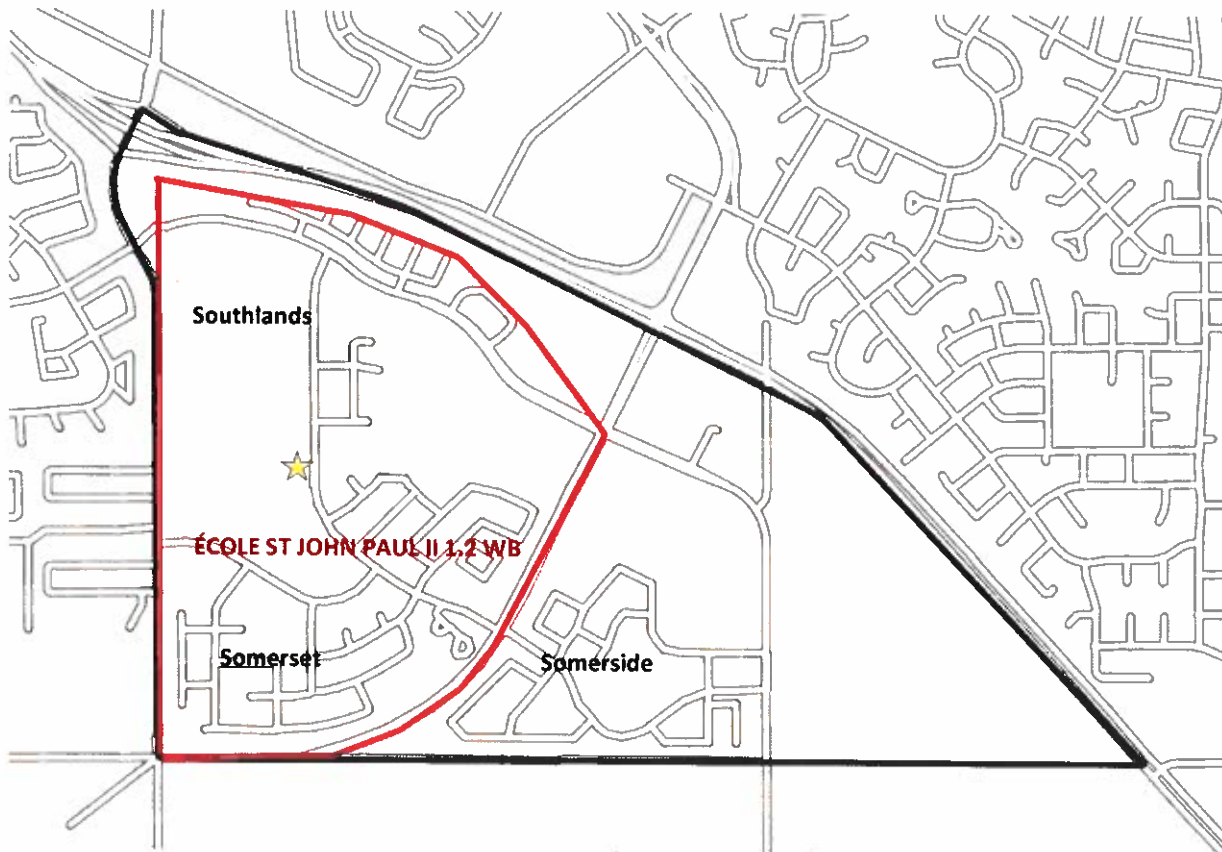
SCHOOL ATTENDANCE ZONES
(2019-2020)

<p style="text-align: center;"><u>Monsignor McCoy High School</u> Grades 10 to 12</p> <p>All School District attendance zones.</p>	
<p style="text-align: center;"><u>St. Mary's School</u> Grades 7 to 9</p> <p>All School District attendance zones (with the exception of Southridge, Saamis Heights, Vista Heights and Hamptons).</p> <p>All School District attendance zones for Fine Arts Academy and French Immersion (Gr.7-9).</p>	<p style="text-align: center;"><u>Notre Dame Academy</u> Grades 6 to 9</p> <p>All students in South Ridge, Saamis Heights, Vista Heights and Hamptons.</p> <p>All School District attendance zones for Sports Academy.</p> <p><i>Flex zone area</i> - All students living in Desert Blume & Canyon Creek may attend either St. Mary's (Gr.7-9), or Notre Dame (Gr.6-9) with transportation provided.</p>
<p style="text-align: center;"><u>St. Louis School</u> Kindergarten to Grade 6</p> <p>All students in North and South Flats, SE and SW Hill, Harlow, River Heights, Kensington, Tower Estates, Cottonwood & Wild Rose Trailer Court area. All students living in area East of Medicine Hat who are North of Hwy #41A and South of Saskatchewan River.</p>	<p style="text-align: center;"><u>École St. John Paul II School</u> Kindergarten to Grade 6 (English & French Immersion – Dual Track)</p> <p><u>English Attendance Area:</u> All students in areas East of 13th Avenue and Southlands. All students in Dunmore. All students East of Medicine Hat South of Hwy #41A. All students in area West of Medicine Hat South of Hwy #1. All students South of South Boundary Road.</p> <p>♦ <u>French Immersion Attendance Area:</u> All District Attendance Zones</p>
<p style="text-align: center;"><u>St. Michael's School</u> Kindergarten to Grade 6</p> <p>All students in Crescent Heights west of Division Avenue. All students in Riverside. All students in Redcliff and area West and North of the Saskatchewan River.</p> <p><i>Flex Zone Area</i> - All students in Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands can attend either St. Michael's School or St. Francis Xavier with transportation provided.</p>	<p style="text-align: center;"><u>St. Francis Xavier</u> Kindergarten to Grade 6</p> <p>All students in Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands.</p> <p><i>Flex Zone Area</i> - All students in NE Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands can attend either St. Francis Xavier School or St. Michael's School with transportation provided.</p>
<p style="text-align: center;"><u>St. Patrick's School</u> Kindergarten to Grade 5</p> <p>All students in South Ridge, Saamis Heights, Vista Heights, Hamptons, Desert Blume & Canyon Creek.</p>	<p style="text-align: center;"><u>Mother Teresa School</u> Kindergarten to Grade 6</p> <p>All students in Connaught, Crestwood, Marlborough, Meadowlands, Norwood, Ross Glen and Southview.</p>



École St. John Paul II School

(French & English Immersion)
Kindergarten to Grade 6
4802 Southlands Drive SE

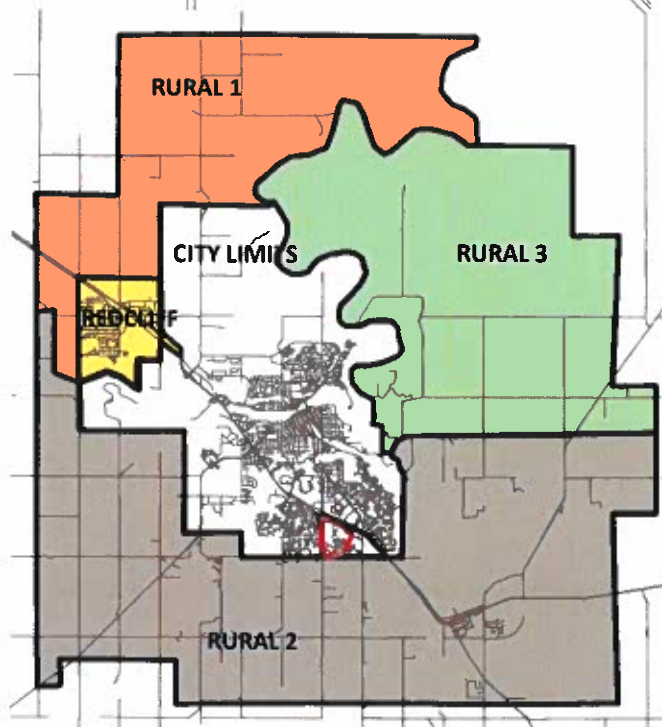


- red area indicates 1.2 km walk boundary

English Attendance Area: All students in areas East of 13th Avenue and Southlands. All students in Dunmore. All students East of Medicine Hat South of Hwy #41A. All students in area West of Medicine Hat South of Hwy #1. All students South of South Boundary Road.

All division attendance zones for French Immersion

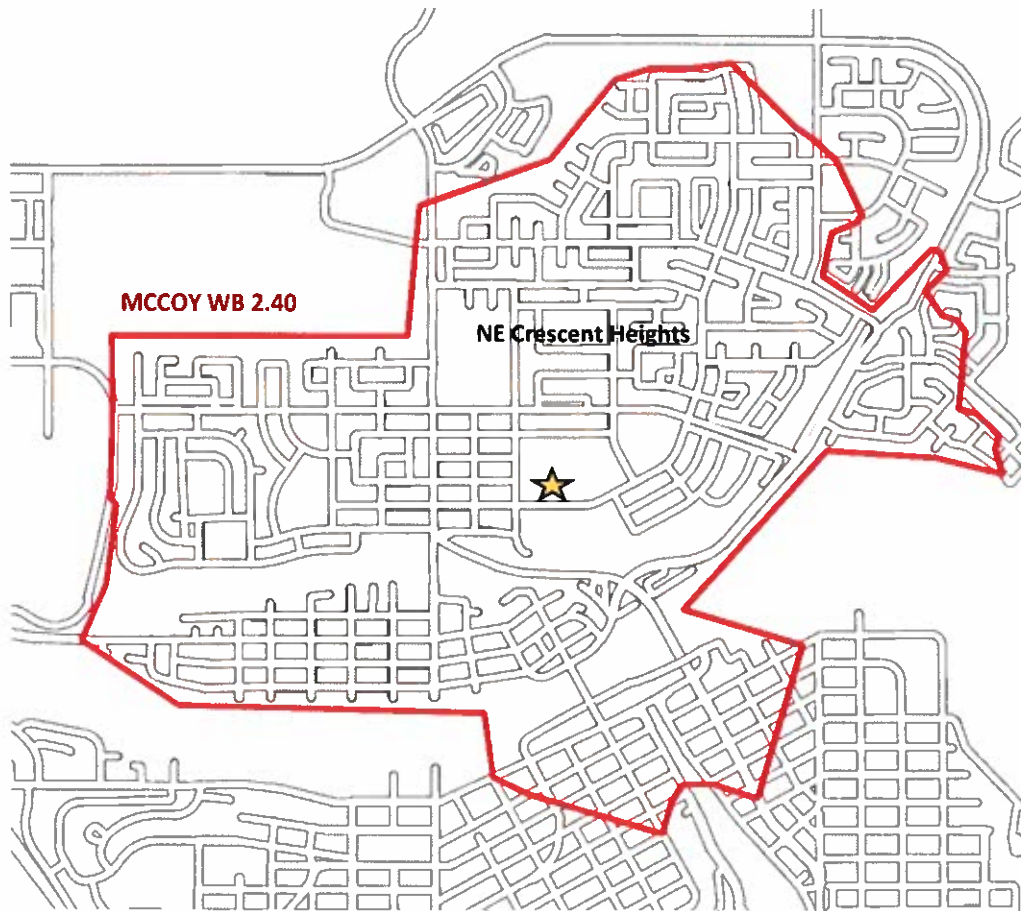
* Desert Blume is not include in Ecole St. John Paul II School Attendance Area.



Monsignor McCoy High School

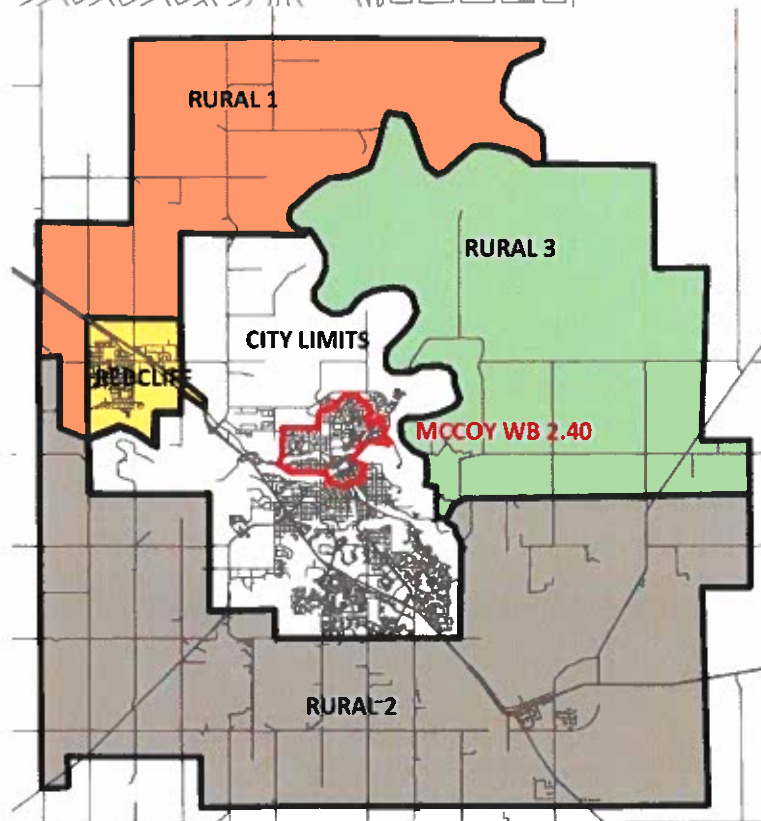
Grades 10 to 12

202 - 8th Street NE



* red line indicates 2.4 km walk boundary

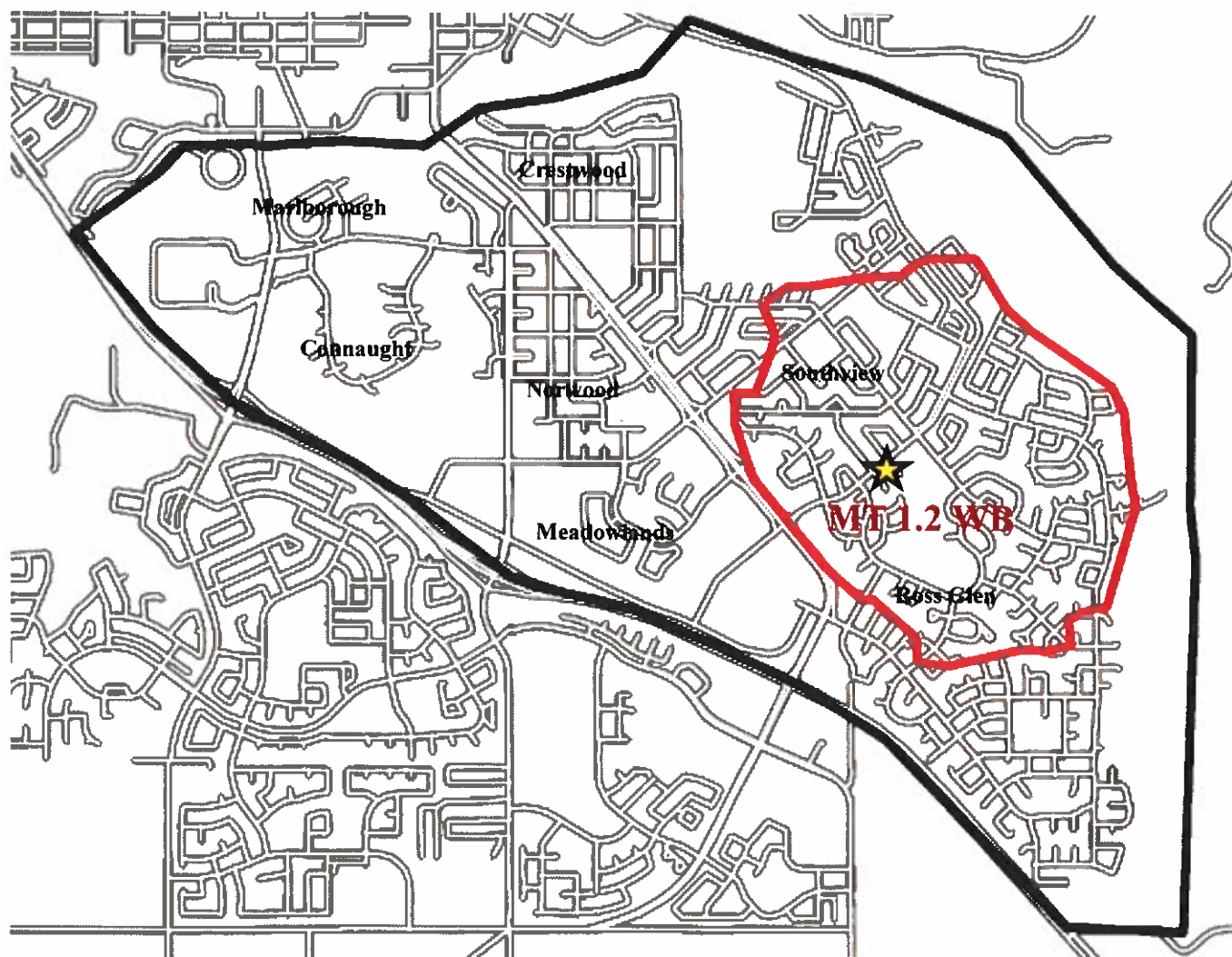
All division attendance zones



Mother Teresa School

Kindergarten to Grade 6

235 Cameron Road SE



*red line indicates 1.2 km walk boundary

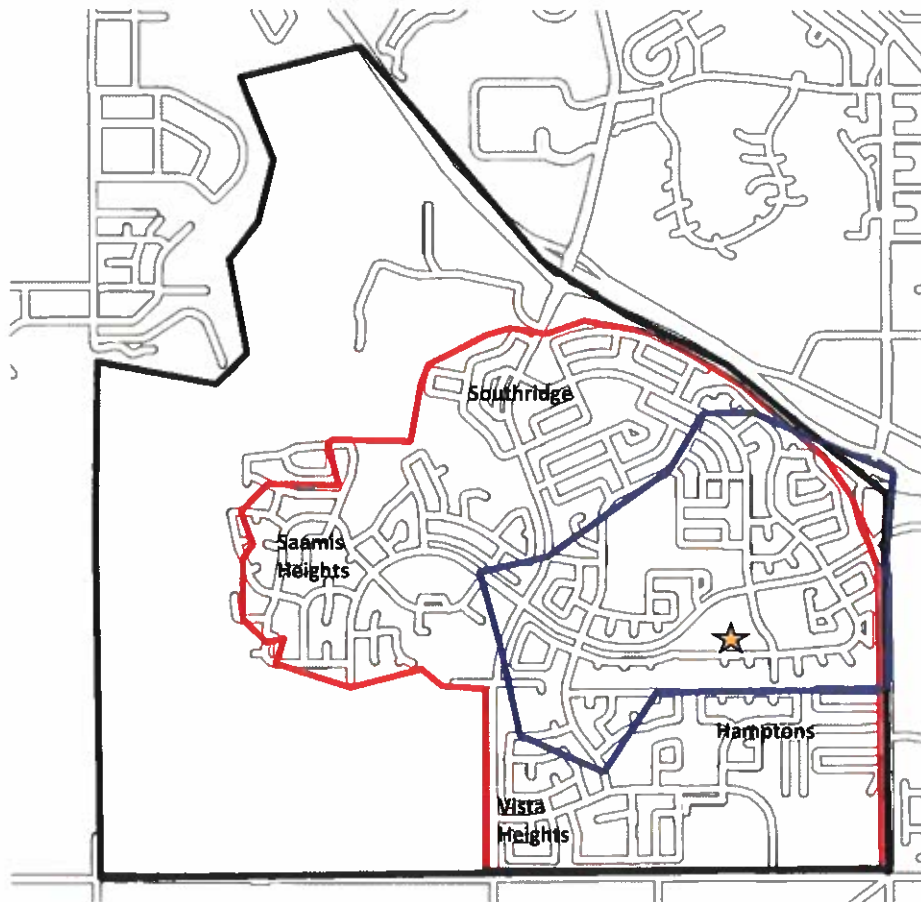
*black line indicates school boundary

All students in Connaught, Crestwood, Marlborough, Meadowlands, Norwood, Ross Glen & Southview.

Notre Dame Academy

Grades 6 to 9

646 Spruce Way SE



Blue line - 1.2 km walk boundary
(grade 6 only)

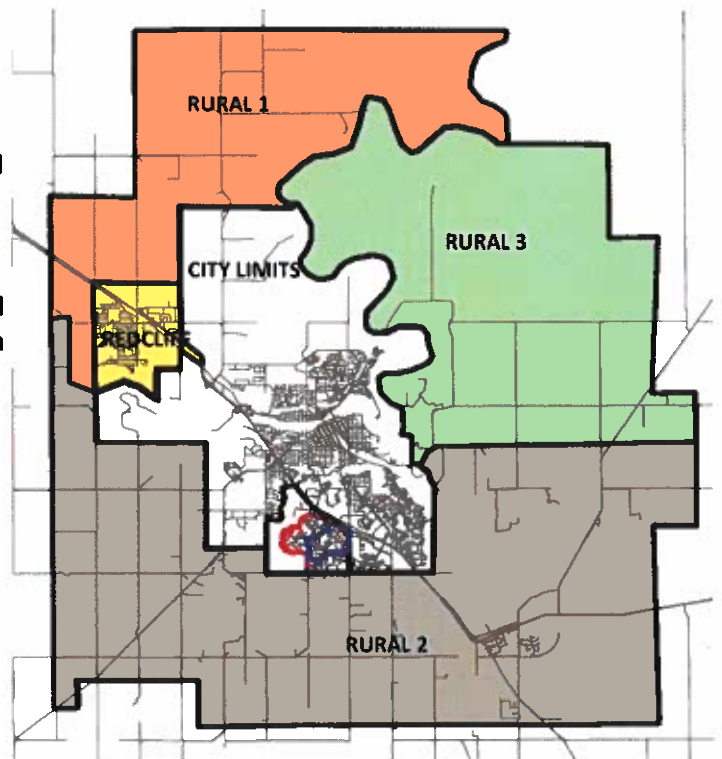
Red line - 2.4 km walk boundary
(grade 7-9 only)

Black line - school boundary
(ALL grades)

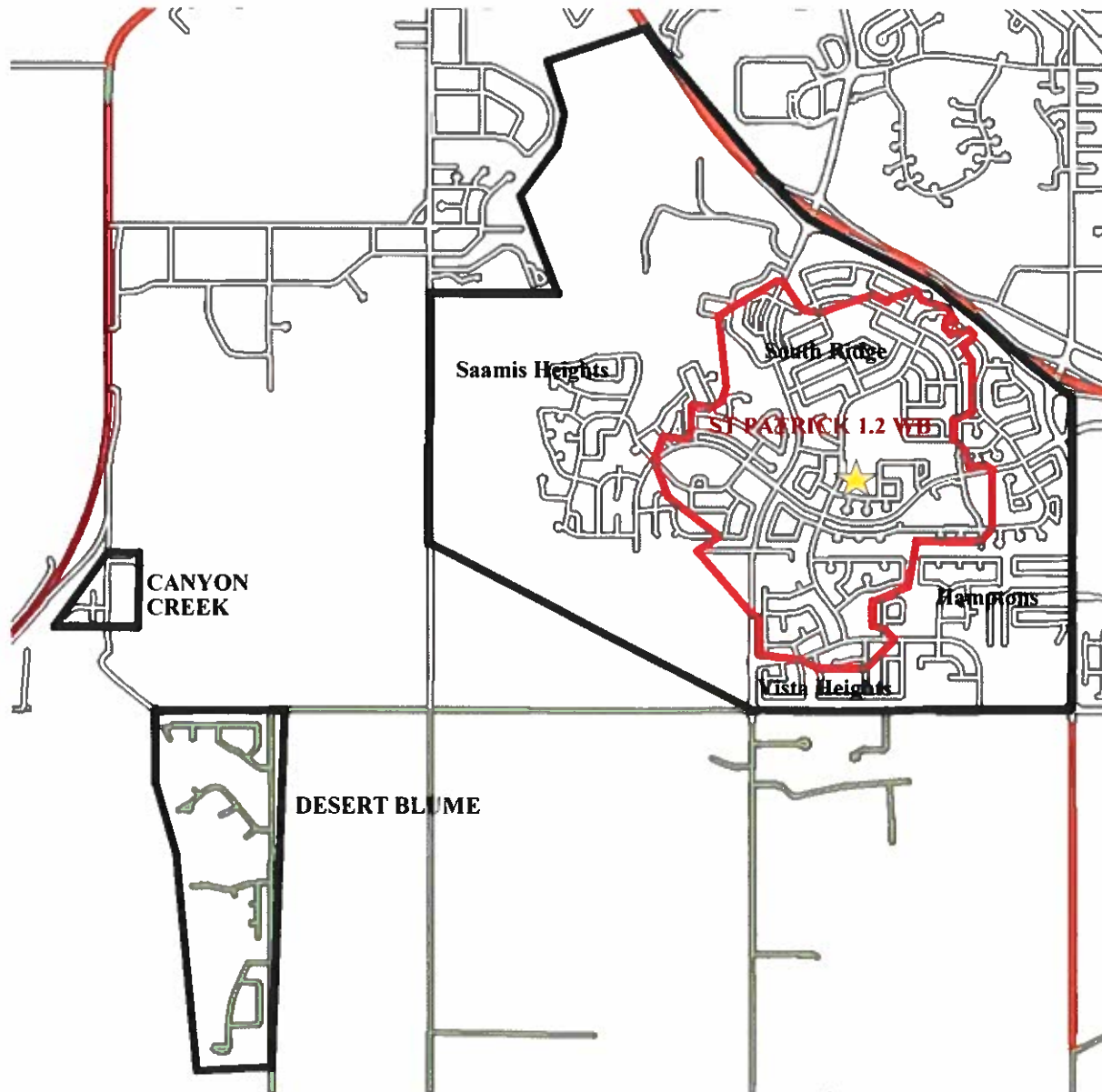
All students in South Ridge, Saamis Heights, Vista Heights and Hamptons.

All division attendance zones for Sports Academy.

Flex zone area – All students living in Desert Blume may attend either St. Mary's (Gr.7-9), or Notre Dame (Gr.6-9) with transportation provided.



St. Patrick's School
Kindergarten to Grade 5
241 Stratton Way SE



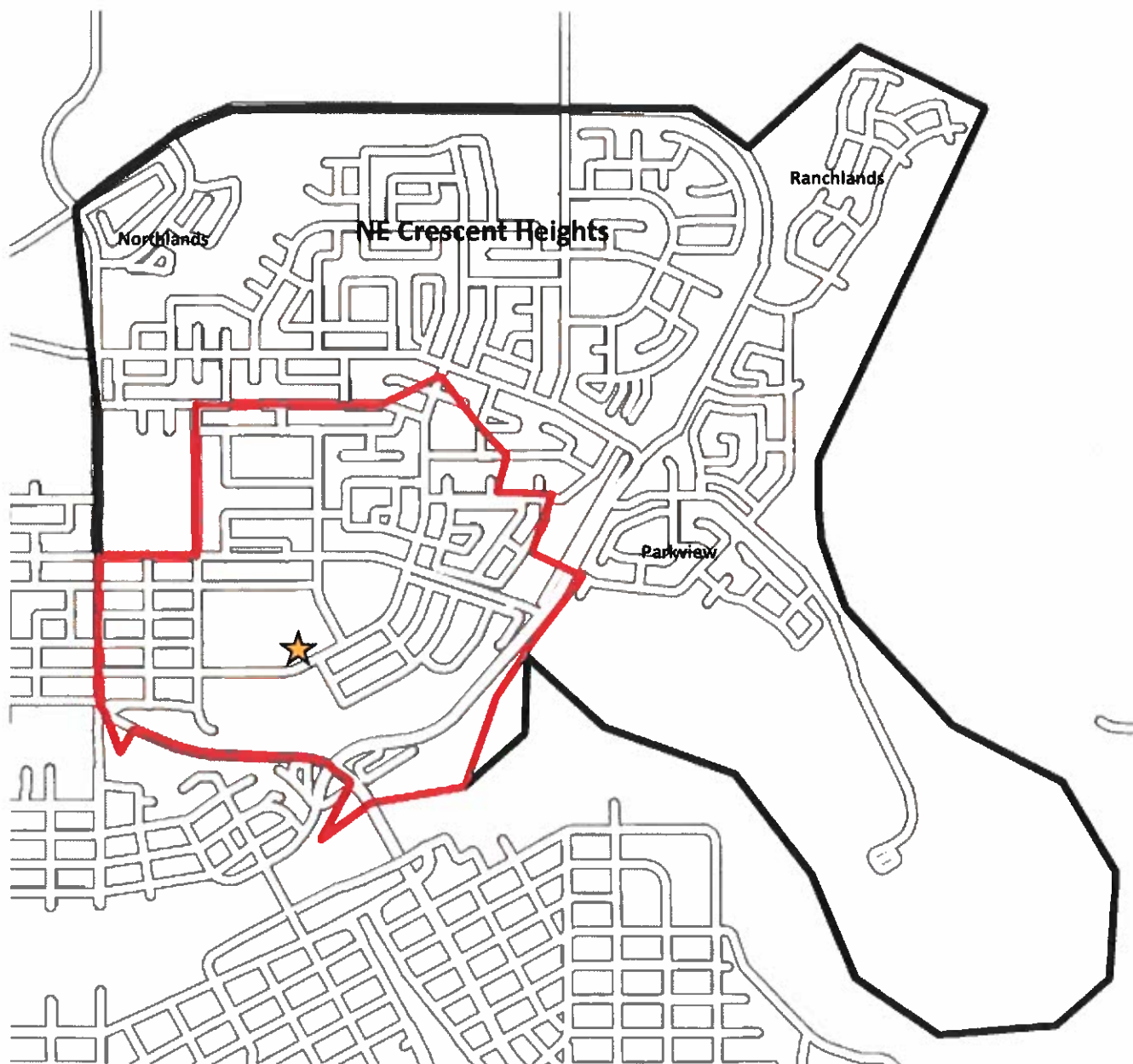
* red line indicates 1.2 km walk boundary

All students in South Ridge, Saamis Heights, Vista Heights, Hamptons, Desert Blume & Canyon Creek.

St. Francis Xavier School

Kindergarten to Grade 6

318 - 8th Street NE



***red line indicates 1.2 km walk boundary**

*** black line indicates school boundary**

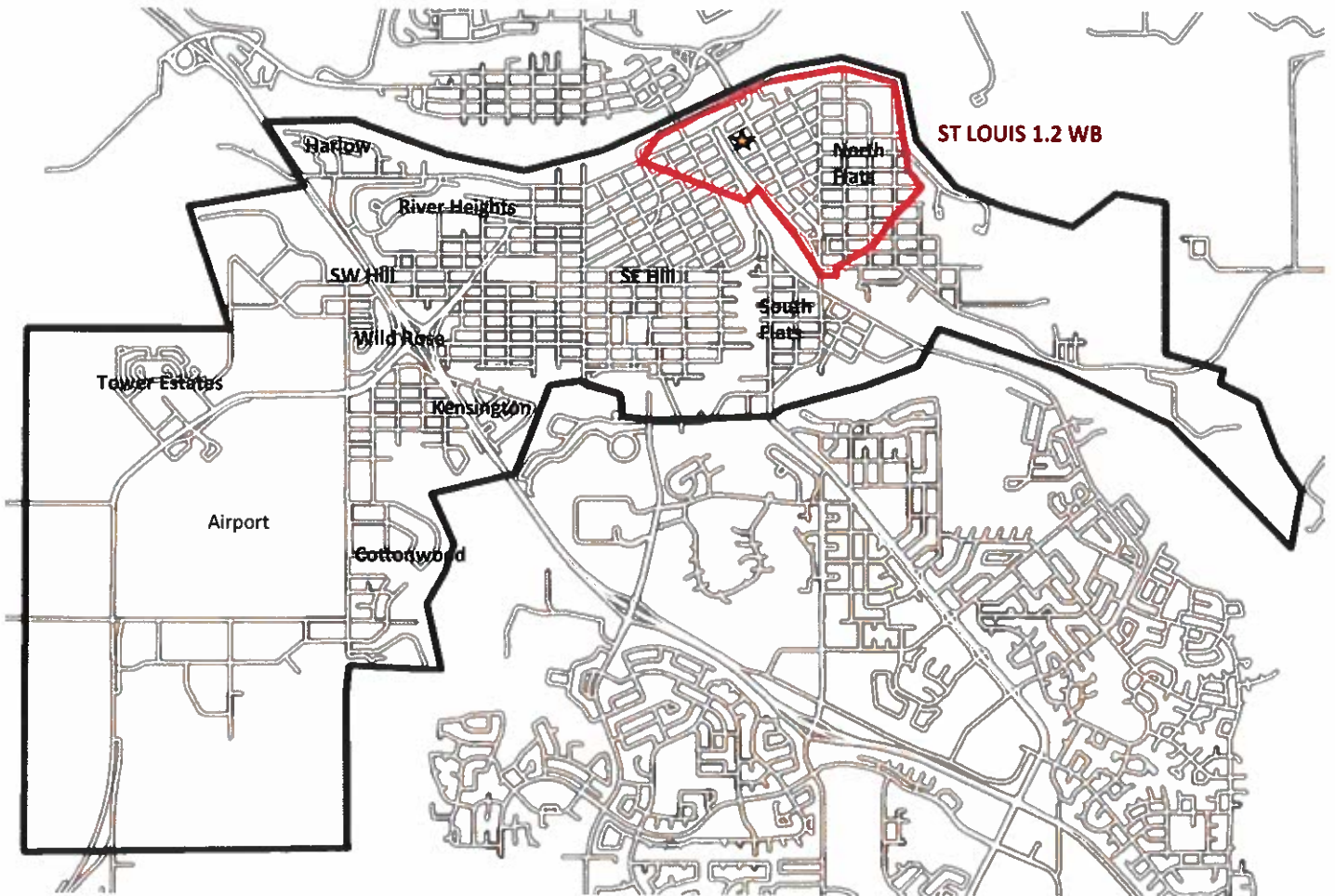
All students in Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands.

Flex Zone Area – All students in NE Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands can attend either St. Francis Xavier School or St. Michael's School with transportation provided.

St. Louis School

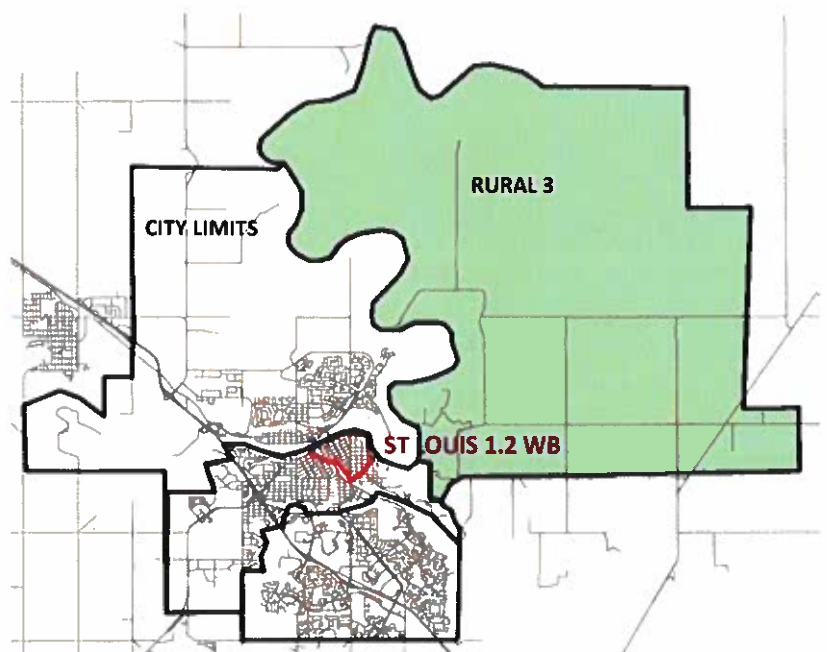
Kindergarten to Grade 6

861 - 4th Street SE



- * red line indicates 1.2 km walk boundary
- * black line indicates school boundary

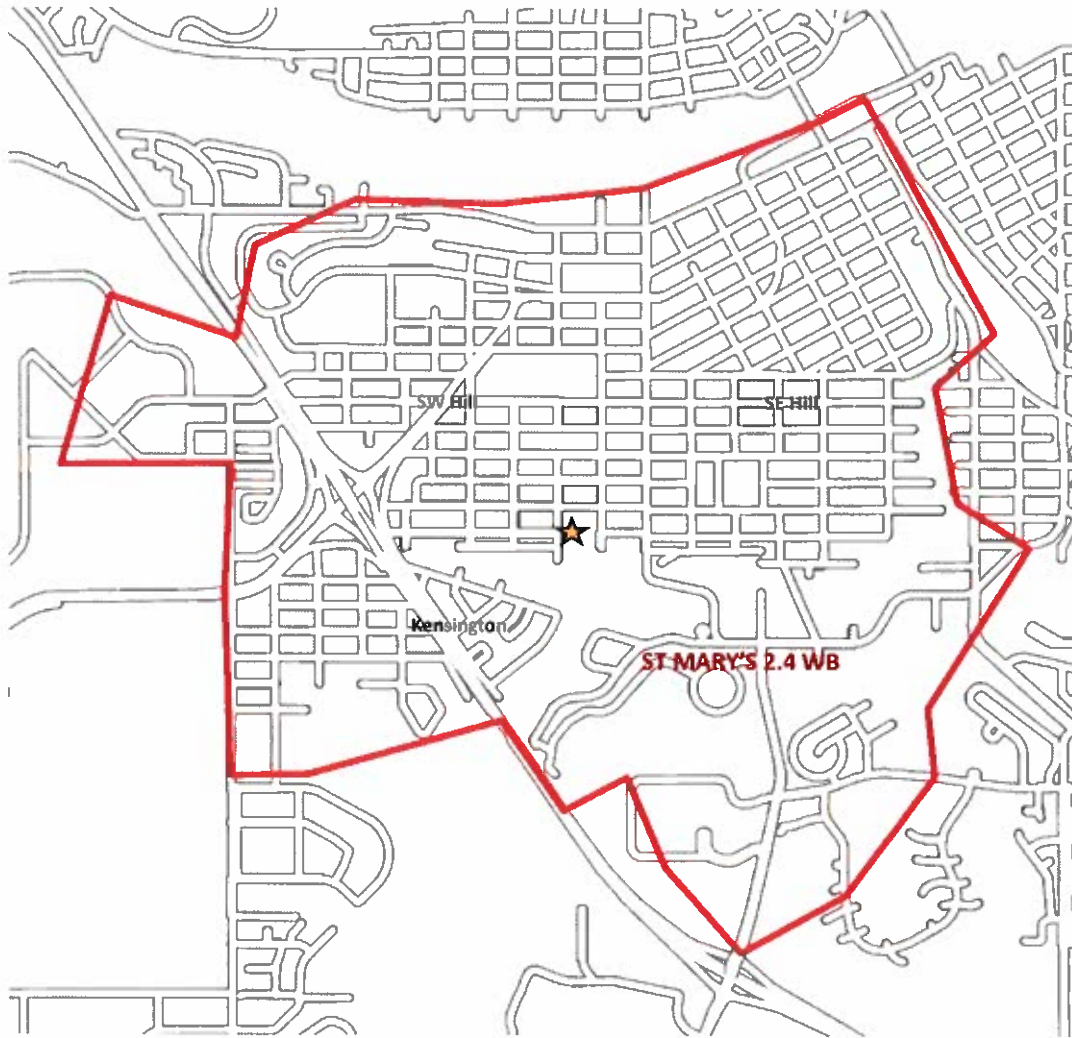
All students in North and South Flats, SE and SW Hill, Harlow, River Heights, Kensington, Tower Estates, Cottonwood & Wild Rose Trailer Court area. All students living in area East of Medicine Hat who are North of Hwy #41A and South of Saskatchewan River.



St. Mary's School

Grades 7 to 9

155 - 11th Street SW

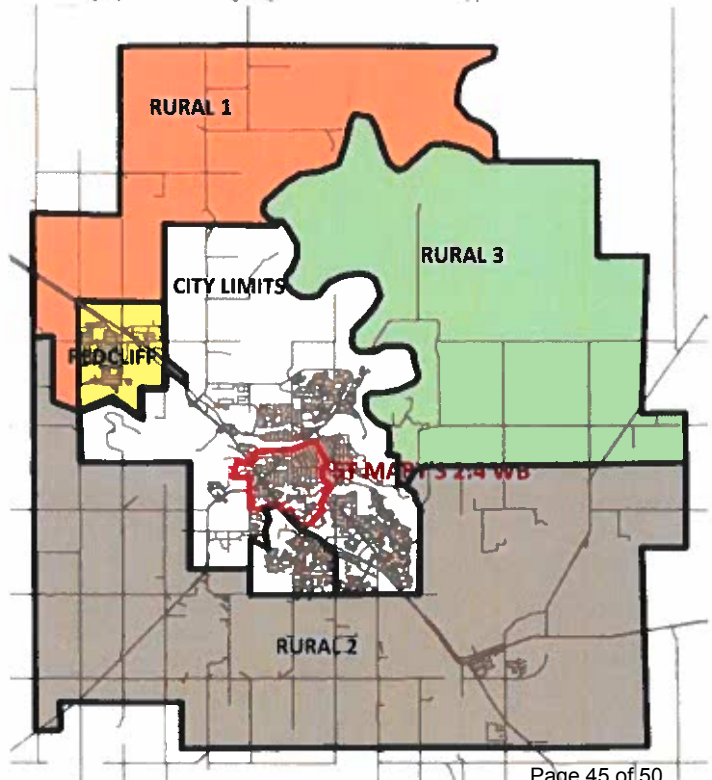


- red line indicates 2.4 km walk boundary

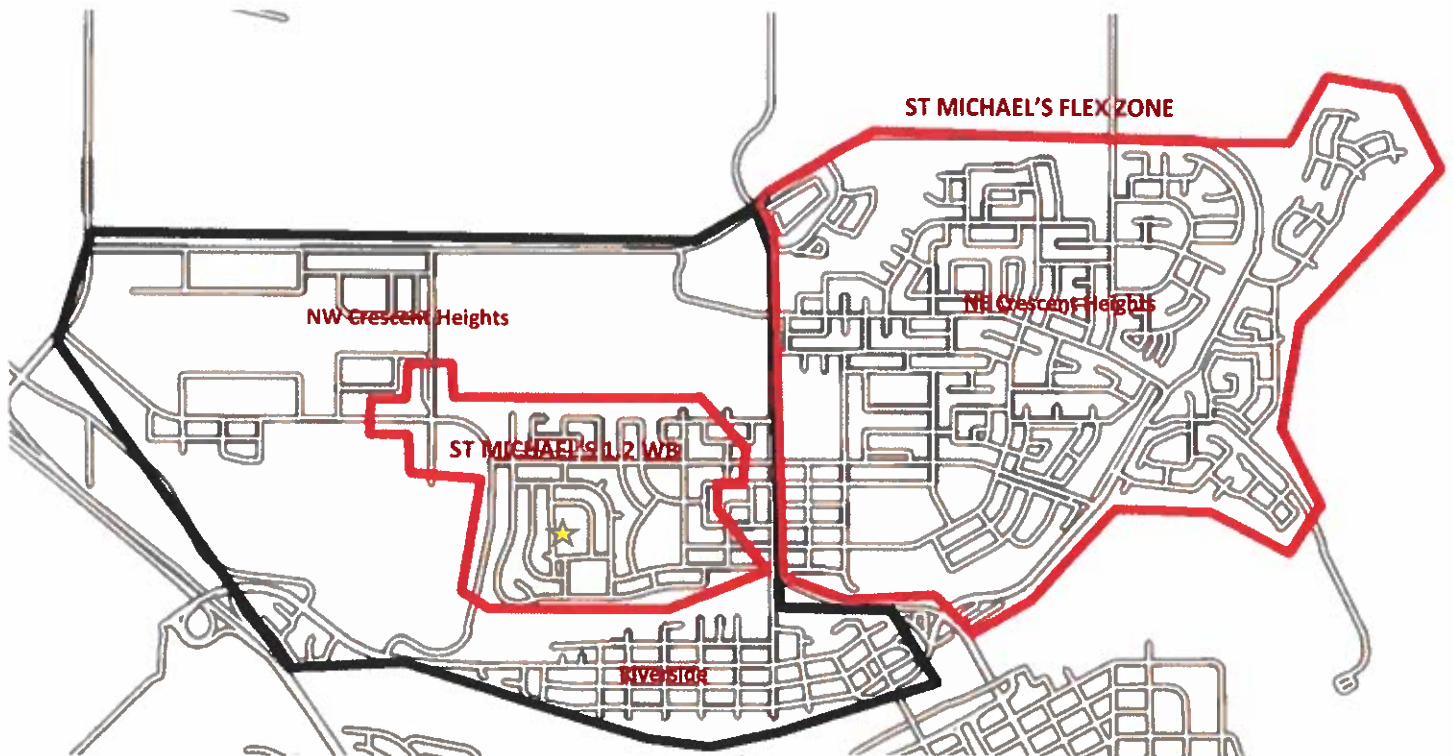
All division attendance zones for Fine Arts & French Immersion

All division attendance zones (with the exception of Hamptons, Southridge, Saamis Heights, Vista Heights and Hamptons).

All division attendance zones for Fine Arts Academy and French Immersion (Gr.7-9).



St. Michael's School
Kindergarten to Grade 6
865 Black Blvd NW

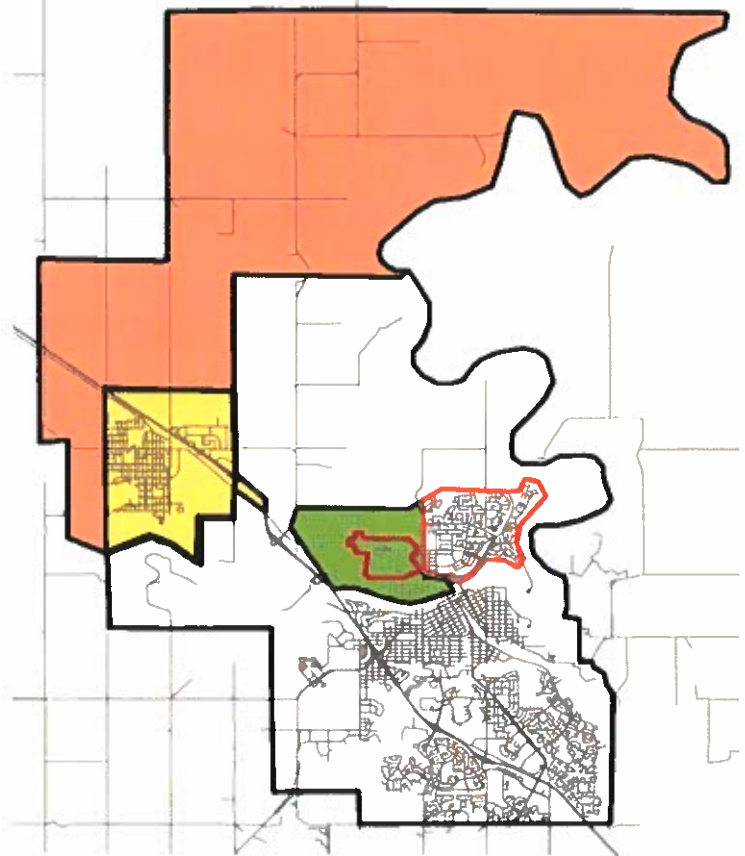


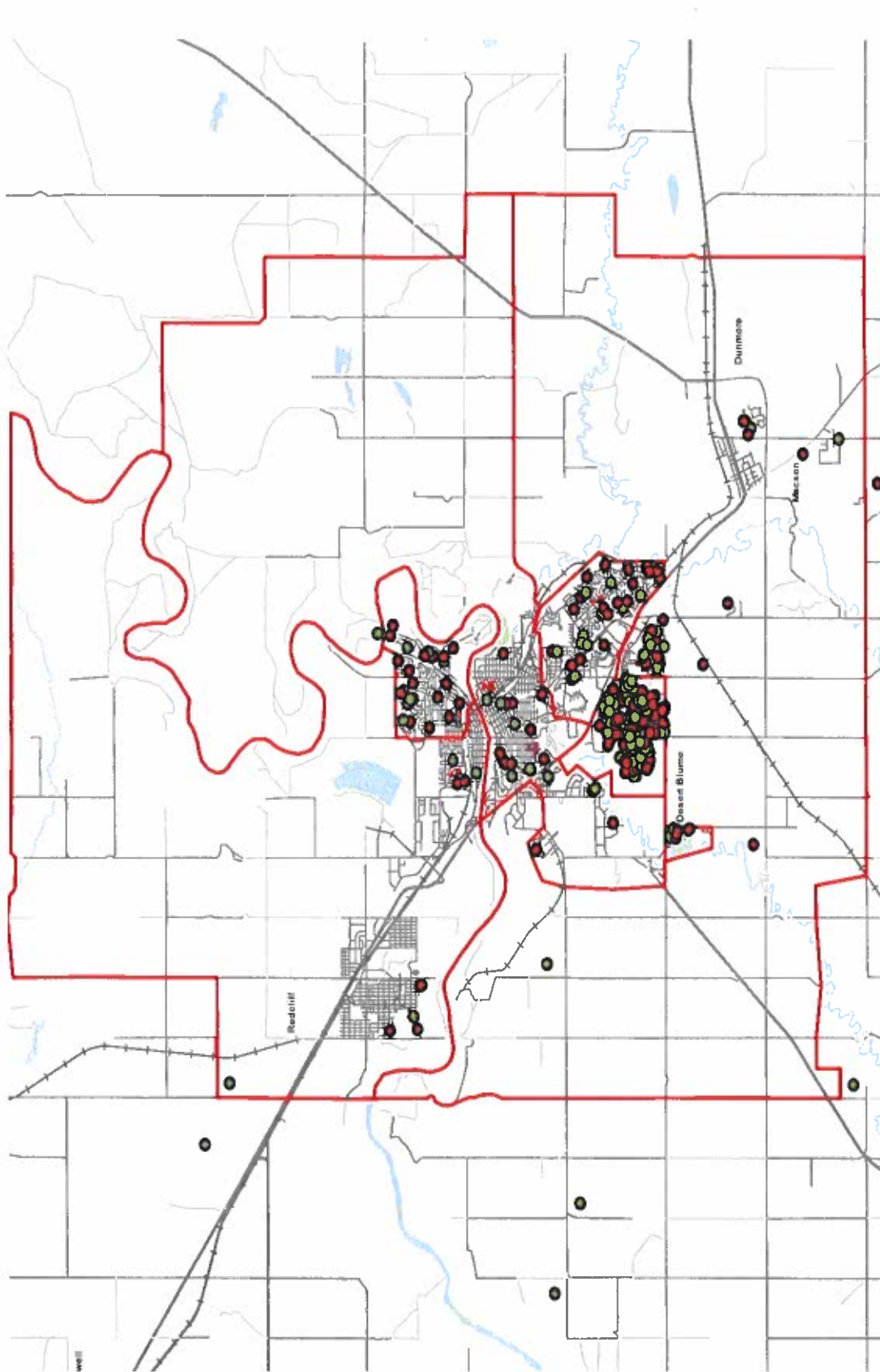
* red line indicates 1.2 km walk boundary
 & NE Crescent Heights "flex zone"

* black line indicates school boundary

All students in Crescent Heights west of Division Avenue. All students in Riverside. All students in Redcliff and area West and North of the Saskatchewan River.

Flex Zone Area – All students in Crescent Heights East of Division Avenue North, Parkview, Ranchlands and Northlands can attend either St. Michael's School or St. Francis Xavier with transportation provided.





As of September 30, 2019

1) Actual Enrollment by School

School	Grade												Foreign	Total	K	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School										168	133	182		483			483
St. Francis Xavier School	18	13	16	14	21	10								92	13		99
St. Louis School	20	16	15	17	11	5								84	15		92
St. Mary's School							122	130	128					380			380
École St John Paul II School FR	12	16	19	13	17	8								85	18		94.00
École St John Paul II School EN	13	8	16	10	13	16								76	25		88.50
St. Michael's School	22	15	24	25	23	28								137	27		150.50
St. Patrick's School	65	67	48	59	81									320	62		351.00
Mother Teresa School	34	40	36	39	35	39								223	25		235.50
Notre Dame Academy						115	121	105	108					449			449
Pre-School - ESTIMATED																110	55
TOTALS	184	175	174	177	201	221	243	235	236	168	133	182	-	2,329	185	110	2,477

2) Budgeted Enrollments (Spring Budget - School Administrator Estimates of September 30, 2019 Enrolle

School	Grade												Foreign	Total	K	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School										184	139	172		495			495
St. Francis Xavier School	16	13	17	12	21	11								90	13		97
St. Louis School	19	16	15	16	11	7								84	16		92
St. Mary's School							115	122	124					361			361
École St John Paul II School FR	14	18	19	14	17	9								91	21		101.50
École St John Paul II School EN	13	8	17	10	12	15								75	23		86.50
St. Michael's School	27	17	29	25	25	27								150	30		165.00
St. Patrick's School	62	68	45	58	79									312	58		341.00
Mother Teresa School	34	40	38	37	35	40								224	29		238.50
Notre Dame Academy						108	121	102	107					438			438
Pre-School - ESTIMATED																110	55
2019/20 Budget	185	180	180	172	200	217	236	224	231	184	139	172	-	2,320	190	110	2,470
2018/19 Enrollment	186	171	176	203	189	207	221	226	216	142	158	205	-	2,300	191	110	2,451
2019/2020 Expected	186	186	171	176	203	189	207	221	226	216	142	158	-	2,281	191	110	2,432
Variance from Prior Year	(1)	9	4	(31)	11	10	15	(2)	15	42	(19)	(33)	-	20	(1)	-	19.5
Variance from Expected	(1)	(6)	9	(4)	(3)	28	29	3	5	(32)	(3)	14	-	39	(1)	-	38.5

3) Variance (Actual to Projected)

School	Grade												Foreign	Total	ECS	PUF funded Preschool	FTE
	1	2	3	4	5	6	7	8	9	10	11	12					
Monsignor McCoy High School										(16)	(6)	10		(12)			(12.0)
St. Francis Xavier School	2		(1)	2		(1)								2			2.0
St. Louis School	1			1		(2)									(1)		(0.5)
St. Mary's School							7	8	4					19			19.0
École St John Paul II School FR	(2)	(2)		(1)		(1)								(6)	(3)		(7.5)
École St John Paul II School EN			(1)		1	1								1	2		2.0
St. Michael's School	(5)	(2)	(5)		(2)	1								(13)	(3)		(14.5)
St. Patrick's School	3	(1)	3	1	2									8	4		10.0
Mother Teresa School			(2)	2		(1)								(1)	(4)		(3.0)
Notre Dame Academy						7		3	1					11			11.0
Pre-School - ESTIMATED																	
TOTALS	(1)	(5)	(6)	5	1	4	7	11	5	(16)	(6)	10	-	9	(5)	-	6.5



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

**Associate Superintendent
Learning Services**

Date: October 8, 2019

Name: Hugh Lehr

**Agenda Item: MHCBE Workplace Violence and Harassment
Survey – Recommendations**

It is important to note that while the numbers for individuals experience violence or harassment in our schools is relatively low, this does not mean it is not a problem that needs to be addressed. No amount of violence or harassment is acceptable and the following recommendations coming out of the Learning Services Advisory and School Administration highlight some of the work that needs to be done to ensure the safety and security of all our staff and students.

1. Develop Emergency Safety Intervention Policy and Support Space Guidelines – review Seclusion and Restrain policy – Safe interventions with students, outlining effective use of support spaces as well.
 2. Increase awareness and support for implementation of strategies at each of these levels
 - a. Proactive and/or Regulatory Strategies
 - b. De-escalation Strategies
 - c. Follow-up/Restoration/De-briefing Strategies
- AP 391 – “Safe Interventions with Students” outlines procedures for supporting students and staff in preventing and managing a crisis situation. Procedures are outlined in three stages of support:
1. Primary Preventions (preventing and reducing the need for emergency safety interventions)
 2. Secondary Preventions (Using the least restrictive means possible)
 3. Tertiary Prevention (Interventions to reduce or prevent negative consequences)

3. Train staff in creating and maintaining holistic safety (at both the universal and individualized level) through SIVA and a focus on Trauma-Informed Practices.
 - SIVA feedback
4. Shift from Behaviour Support Plans that put the emphasis primarily on the reaction cycle to Safety and Regulation Support Plans and/or WISE Plans that place the emphasis on ongoing safety and regulation. Emphasize student involvement (and eventual leadership) in these plans.
 - Implemented new plan format in Dossier
 - Review procedure and planning in SIVA training
5. Continue to explore ways to enhance family/community supports and family-school connections – as per our Mental Health Strategic plan.
 - Mental Health teams in schools including:
 - o School Liaison Counselors
 - o AHS Mental Health workers
 - o School Counselors
 - o CCT – MHCB project workers
6. Outlining supports available to those experiencing and witnessing acts of aggression or violence. – utilize service within the schools and outside agencies to provide support.
 - Committee struck with HR, MH to identify outside agency support.
 - Committee struck to develop a debriefing strategy to be used in schools.
7. Outlining reporting procedures and protocols for acts of Violence and/or aggression. – Review with administration and implement and emphasize at the beginning of the school year.
8. Review of student support spaces and procedures around access and student support.
 - Ongoing with staff. Review of reporting procedures. Reviewed with Learning Services Advisory, Senior Administration and Division Leadership team.
 - Administration will review at October 11 staff meeting
9. Review our school Collaborative meetings around student concerns. Frequency, purpose, who is involved. A communication plan for sharing of information about students and student plans.
 - September 24, 2019 Learning Services Advisory. (including RCSD partners)
 - Reviewed CPC process in elementary schools, teacher referral process and common expectations.

Recommendation

- Receive as information