



PUBLIC BOARD MEETING

Medicine Hat Catholic Board of Education

1251 – 1 Ave SW | Medicine Hat, AB | T1A 8B4 | Phone: (403) 527-2292 | Fax: (403) 529-0917
www.mhcbe.ab.ca | @MHCatholic |    

AGENDA

Tuesday, May 12, 2020 – 4:30 P.M.

We are called always and everywhere to: model Christ, pray and serve, build a faith community.

2019 – 2020 Theme: How can we help each student and each other have an encounter with Jesus each day?

“Come near to God and he will come near to you.” James 4:8

The Public Board Meeting will be recorded via Google Meet and will be available to the public after the meeting has been adjourned.

1. **Call to Order:** Dick Mastel
2. **Opening:** Consecration of the Division/Schools to Mary with guests Father Iqbal and Father Tomy
3. **Approval of Minutes**
3.1 **Regular Board Meeting Minutes from April 14, 2020**
RECOMMENDATION:
“THAT the Board of Trustees approve the minutes of the Regular Board Meeting held on April 14, 2020 as circulated”.
Incl. 3-6
4. **Approval of the Action Agenda**
RECOMMENDATION:
“THAT the Action Agenda dated May 12, 2020 be approved as circulated”.
5. **Board Communications**
5.1 Reappointment of Superintendent
Incl. 7
6. **Catholic Education**
Note: As part of the monthly Board Meeting format, a standing agenda item titled: CATHOLIC EDUCATION will highlight and feature agenda items specifically related to Catholic Education This is a great opportunity for the School District to bring prominence to items relating to Catholic Education at the start of the Board Meetings. This section will include the Religious Education Coordinator Report.
7. **Parish Community Relations Committee Report – Robert Risling**
8. **May Board Work Plan Items**
 - 8.1 Locally Developed Courses – No approval required
 - 8.2 ASBA Zone 6 Edwin Parr Award Banquet – Cancelled
 - 8.3 2020-21 Draft Budget – Discussed during Committee of the Whole

9. Information Items

Report from the Superintendent

- 9.1 Policy and Administrative Procedures Review (**Zarichny**)
- 9.2 Personnel Update (**Hellman**)
- 9.3 CCT Update (**Lehr**)
- 9.4 Vulnerable Student Check (**Lehr**)
- 9.5 Severe File Review (**Lehr**)
- 9.6 Division Communications (**Hallas**)

Incl. 8-9
Incl. 10
Incl. 11-12
Incl. 13-14
Incl. 15-16
Incl. 17-18

10. Action and Discussion Items

- 10.1 Strategic Priorities Update (Zarchiny)

Incl. 19-24

11. Committee Reports

- 11.1 Medicine Hat Catholic Schools' Education Foundation (**Dick Mastel**)
- 11.2 Representative to ACSTA (**Dick Mastel**)
- 11.3 Representative to Teacher Board Advisory Committee (**Kathy Glasgo**)
- 11.4 Representative to ASBA Zone 6 (**Peter Grad**)
- 11.5 Representative to Support Staff Board Advisory Committee (**Robert Risling**)
- 11.6 Representative to Parent Association (**Kathy Glasgo**)
- 11.7 Salary Negotiations
 - 11.7.1 ATA (**Peter Grad**)
 - 11.7.2 CUPE (**Dick Mastel**)
- 11.8 CUPE Staff Board Advisory Committee (**David Leahy**)
- 11.9 Student Board Advisory Committee (**Dick Mastel**)
- 11.10 Sister of Charity of St. Louis Arts & Athletic Performance Centre (Adhoc) Committee (**David Leahy**)

Incl. 25-26

12. Closing Prayer

Carrying out Your Ministry: *Lord, 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 Jesus' name, Amen.*

13. Adjournment (Dick Mastel)

Notice of Public Board Meetings

- All regular scheduled Public Board Meetings are held on the 2nd Tuesday at 4:30 PM of each month at the Catholic Education Centre located at 1251 1st Avenue SW (unless otherwise advertised) excluding July and August.
- General Public are welcome to attend – Information can be found at www.mhcbe.ab.ca or by calling 403-527-2292.
- May 27, 2020 at 3:15 P.M.
- June 9, 2020 at 4:30 P.M.



**MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT
CATHOLIC BOARD OF EDUCATION held by Google Hangouts and streamed live
on April 14, 2020 at 4:30 p.m.**

TRUSTEES AND OFFICERS PRESENT

| | |
|--------------------|--|
| Dick Mastel | Trustee, Board Chair |
| Robert Risling | Trustee, Vice-Chair |
| Kathy Glasgo | Trustee |
| Peter Grad | Trustee |
| David Leahy | Trustee |
| Dwayne Zarichny | Superintendent of Schools |
| Chuck Hellman | Associate Superintendent Human Resources |
| Greg MacPherson | Secretary Treasurer |
| Hugh Lehr | Associate Superintendent Learning Services |
| Sandra Richard | Religious Education Coordinator |
| Terri Ball | Coordinator of Early Childhood Services |
| Derrian Hallas | Communications Officer |
| Stephanie Akehurst | Administrative Assistant – Business Services (Recording Secretary) |

OPENING PRAYER

Note: The meeting was opened with prayer led by Kathy Glasgo.

Note: The meeting was chaired by Mr. Dick Mastel, Board Chair.

APPROVAL OF THE MINUTES OF REGULAR BOARD MEETING – March 10, 2020

3597 Motion. Kathy Glasgo: “THAT the Minutes of the Regular Meeting held March 10, 2020 be approved as amended”.

Carried unanimously.

Note:

- Under Catholic Education change: Shane Lambert to read Sandra Richard.

APPROVAL OF THE MINUTES OF SPECIAL BOARD MEETING – March 12, 2020

3598 Motion. Peter Grad: “THAT the Minutes of the Special Board Meeting held March 12, 2020 be approved as amended”.

Carried unanimously.

Note:

- No motion was made by a trustee for the cancellation of the Panterra Trip in this meeting.

APPROVAL OF THE MINUTES OF SPECIAL BOARD MEETING – March 13, 2020

3599 Motion. Kathy Glasgo: “THAT the Minutes of the Special Board Meeting held March 13, 2020 be approved as circulated”.

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3600 Motion. Robert Risling “THAT the Action Agenda dated April 14, 2020 be approved as amended.”

Carried unanimously.

Additions:

- 10.1.1 Policy Debrief with Cindi Vaselenak

BOARD COMMUNICATIONS

Note:

- ASEBP Trustees' Report

CATHOLIC EDUCATION

RELIGIOUS EDUCATION REPORT – presented by Sandra Richard

Note:

- Religion During COVID-19

PARISH COMMUNITY RELATIONS COMMITTEE REPORT – presented by Robert Risling

Note: Nothing to report.

MARCH BOARD WORK PLAN ITEMS

Note:

- Employee Retirement Dinner

3601 Motion. Peter Grad: "THAT the Employee Retirement Dinner be postponed until Fall 2020 due to the current circumstances with COVID-19.

Carried unanimously.

- SPICE/Blueprints Conferences – CANCELLED due to the COVID-19 Pandemic
- Monsignor McCoy Graduation
 - Still scheduled for now however this may be postponed to Fall 2020
- August Faith Formation Mass Awards
- Edwin Parr Nominee – Kennedy Werre has been nominated for Medicine Hat Catholic Board of Education

REPORT FROM SUPERINTENDENT

Note:

- Strategic Priorities Update
- Notre Dame Academy Modular Washroom
- 2020 – 21 Grounds Maintenance Contract
- January Diploma Exam Results
- Supporting Kids and Families from Home

ACTION AND DISCUSSION ITEMS

Note:

- Review of Actions to Date – COVID-19 Pandemic
- Policy Debrief with Cindi Vaselenak in May 2020
- Approval of the 2020-21 Budget

3602 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education hold a public meeting of the board to approve the 2020-21 annual division budget on Wednesday, May 27, 2020 at 3:15 pm. The meeting is to be at the Catholic Education Centre or through an online meeting solution as the circumstances warrant as determined by the Superintendent of Schools."

Carried unanimously.

- ERIP Applications 2020

3603 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for employee **#10246 for \$ 20,000.**"

Defeated 1-4.

3604 Motion. David Leahy: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for employee **#10350 for \$35,000.**"

Defeated 1-4.

3605 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for employee **#10293 for \$20,000.**"

Defeated 1-4.

3606 Motion. Robert Risling: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for employee **#10338 for \$35,000.**"

Defeated 1-4.

3607 Motion. Kathy Glasgo: "That the Board of Trustees for the Medicine Hat Catholic Board of Education approve the ERIP application for employee **#10310 for \$20,000.**"

Defeated 1-4.

- Division Communications Update

COMMITTEE REPORTS

Medicine Hat Catholic Schools' Education Foundation – Dick Mastel

Note: See attached report.

Representative to ACSTA – Dick Mastel

Note: Meeting to take place virtually on April 17, 2020.

Representative Teacher Board Advisory Committee – Kathy Glasgo

Note: Update about calendar to discuss for 2020-21. Teachers had concerns about moving files from the SMART board software into google docs. Deanna and Sara commented on how pleased and about how welcome they felt during the March 10 Board Meeting when they came to present in regards to the calendar.

Representative to ASBA Zone 6 – Peter Grad

Note: Meeting scheduled for Wednesday April 22, 2020. See attached report.

Representative to Support Staff Board Advisory Committee – Robert Risling

Note: See attached report.

Representative to Parent Association – Kathy Glasgo

Note: Nothing to report.

Representative to Salary Negotiations – ATA – Peter Grad

Note: Nothing to report.

Representative to Salary Negotiations – CUPE – Dick Mastel

Note: Nothing to report.

Representative to CUPE Staff Board Advisory – David Leahy

Note: Nothing to report.

Representative to Student Board Advisory Committee – Dick Mastel

Note: Nothing to report.

Represented to Sister of Charity of St. Louis Arts and Athletics Performance Centre (Adhoc) Committee – David Leahy

Note: Nothing to report.

CLOSING PRAYER

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

ADJOURNMENT

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

Note: The meeting adjourned at 6:20PM.

Dick Mastel, Board Chair

Greg MacPherson, Secretary Treasurer



Information Report

Reappointment of Superintendent

Letter from the Minister of Education, Adriana LaGrange received March 27, 2020:

"Your request for approval of the reappointment of Dwayne Zarichny as Superintendent of Schools for the Medicine Hat Roman Catholic Separate School Division was forwarded to my office by the Registrar. Attached to the request was a completed Notice of Intent to Reappoint the Superintendent, Form 5. Thank you for providing this information.

I hereby approve the reappointment of Dwayne Zarichny as Superintendent of Schools for a five-year term effective August 1, 2020 – July 31, 2025 pursuant to Section 222 and 223 of the Education Act."



Discussion

REPORT TO THE BOARD OF TRUSTEES

Date: May 12, 2020 **AGENDA ITEM:**

To: The Board of Trustees

From: Superintendent of Schools

Originator: Superintendent of Schools

Rationale: Policy/Procedures: Provides leadership in the development of Board policies and administrative procedures.

Subject: Policy and Administrative Procedures Review

BACKGROUND:

The Superintendent is responsible for ensuring the development and updating of Administrative Procedures and providing recommendations for Board policy.

STATUS & RELATIONSHIP TO SLQS:

As we have a new Education Act which came into force September 1, 2019, the Board is required to have all policy and administrative procedures be in alignment with the new Act and related regulations. As this is a completely new Act and set of regulations, all policy and procedure needs to be updated in their entirety. Because of the enormity of this task, the decision was been made to contract this work out to Dr. Cindi Vaselenak from ASBA. The Board policy portion of this work has been completed, and the Board has met on May 6, 2020 to review the policies. As a result of the meeting, a few modifications were made to the policies. Additionally, the Board will have to make a decision regarding Policy 12, the role of the superintendent, in terms of which version is preferred. *First reading will take place during the June Board meeting, with an opportunity for feedback from stakeholders to take place after the meeting. Second and third reading will take place in September after feedback has been gathered.*

This report aligns with the SLQS in the following way:

Competency: School Authority Operations and Resources

Indicators: Delegating responsibility to staff, where appropriate, to enhance operational efficiency and effectiveness.

RESULTS OR ANTICIPATED OUTCOMES:

This report completes the work of the Superintendent in providing leadership in the development of Board policies and administrative procedures. (Reference: Item 4, Policy 12)

GOVERNANCE IMPLICATIONS:

This report is responsive to the Board's work in ensuring it meets its responsibility to establish and maintain written policy and supports the Superintendent in keeping administrative procedures current. (Reference: Policy 10)



Information Report

Public Meeting

REPORT TO THE BOARD OF TRUSTEES

Date: May 12, 2020 **AGENDA ITEM:** Staffing Update

To: The Board of Trustees

From: Superintendent of Schools

Originator: Chuck Hellman

Rationale: Policy/Procedures: Policy 12 – Role of the Superintendent – Personnel Management

Subject: Personnel Update

BACKGROUND: Interviews have taken place as of Friday, May 8th for the Mother Teresa School Principal position. The name of the successful candidate will be reported to the Board.

As of May 11th, advertising requests for 10 positions have been submitted. We will be posting these positions shortly.

RELATIONSHIP TO SLQS:

Competency: (6) School Authority Operations and Resources

Indicators (b) Ensuring effective alignment of the school authority's human resources to achieve the school authority's education plan

RESULTS OR ANTICIPATED OUTCOMES: Information

GOVERNANCE IMPLICATIONS: Policy 1 – Mission – In partnership with family, Church, and community, we provide Catholic Education of the highest quality to students.

Policy 12 – Role of the Superintendent – The Superintendent is the Chief Executive Officer of the Board and the Chief Education Officer of the Division. The Superintendent reports directly to the corporate Board and is accountable to the Board for the conduct and operation of the Division.

Personnel Management – overall authority and responsibility for all personnel-related issue



Information Item

REPORT TO THE BOARD OF TRUSTEES

AGENDA ITEM:

Date: May 12, 2020
To: The Board of Trustees
From: Dwayne Zarichny, Superintendent
Originator: Hugh Lehr, Associate Superintendent
Rationale: Learning Services Update
Subject: CCT (Communities Coming Together)

BACKGROUND:

Mental Health Week - May 4-10, 2020

STATUS & RELATIONSHIP TO SLQS:

Competency: Building Effective Relationships

Indicators: collaborating with community and provincial agencies to address the needs of students and their families;

RESULTS OR ANTICIPATED OUTCOMES:

See attached document.

GOVERNANCE IMPLICATIONS: For Information

COMMUNITY COMING TOGETHER (ONLINE)

An update of our Mental Health Capacity Building program during
COVID-19

Online

WHAT WE'VE BEEN UP TO

- We are offering Google Classrooms in most schools, although some schools have preferred for us to send our materials to the teachers for distribution rather than through Classroom.
- Content of Classrooms has been videos of book readings and/or activities, coloring pages, crafts, relaxation breathing, and discussion of "lid flipping". We have also facilitated discussions around how students are coping, what methods of coping they are using, and favourite books.
- Some ELP classes are utilizing private Facebook groups that we have also participated in, with good engagement.

CHALLENGES

- We have no way of knowing how many teachers are sending the information to students/parents. We also aren't able to track how many students are accessing our Classrooms. As we have to track all our activities, collecting accurate statistics is difficult.
- Monthly reporting is now required, rather than annually.
- Keeping connections with students is difficult as their participation in our activities is optional & voluntary. We have noticed a significant drop off with student engagement since returning from Easter Break. Perhaps the nicer weather is a contributor as well as the disruption in the creation of a new routine for accessing their online learning.
- Our Move for Mental Health had to become an online event this year, which significantly changes the impact of the event.

SUCCESSES

- There has been some written and verbal positive feedback from those who are using our content & finding it helpful.
- We have noticed a significant increase in engagement with our social media posts.
- Move for Mental Health numbers keep growing! We have had people register from all over Alberta, Saskatchewan, Vancouver as well as internationally (Australia, Ireland, the UK, Tennessee & Texas)! We have considered keeping this aspect of the run for future Move for Mental Health.

UPCOMING PLANS

- Planned content includes other coping strategies such as body scans, chalk drawing, laughter, and other recommended books.
- We are exploring ways to offer an online games activity for students, to encourage connection & deal with boredom.
- We are also planning some staff wellness activities.
- Some of our staff have "attended" Google Meet/Hangouts with staff & students. This has enabled us to maintain connections with staff & students in a more interactive, visual way.

CCT BY THE NUMBERS

- We are offering our own or partnering in Google Classrooms in 6 of our 9 schools
- Over 400 people registered for Move for Mental Health. Last year's attendance was 250 (in the snow!) and the year prior was approximately 350 people
- 51,327 people reached through our Facebook page in the past 28 days. This is an increase of 3827% from the previous 28 days!!





Information Item

REPORT TO THE BOARD OF TRUSTEES

AGENDA ITEM:

Date: May 12, 2020
To: The Board of Trustees
From: Dwayne Zarichny, Superintendent
Originator: Hugh Lehr, Associate Superintendent
Rationale: Learning Services Update
Subject: Vulnerable Student Check

BACKGROUND:

Please see a letter attached to this from Children's Services Minister Rebecca Schulz and myself that provides information on resources to help support and protect our most vulnerable children. This is especially important during times like this, when parents and families who may already be struggling will be under additional stress.

Adriana LaGrange
Minister of Education

STATUS & RELATIONSHIP TO SLQS:

Competency: Building Effective Relationships

Indicators: collaborating with community and provincial agencies to address the needs of students and their families;

RESULTS OR ANTICIPATED OUTCOMES:

In response to the Minister's letter we have started a process to monitor and keep track of our most vulnerable students. We meet regularly to discuss students at risk for abuse, neglect, mental health concerns and other concerns. We are track the following information:

- Name, grade and school
- Parent/Guardian names and contact info

- School team members (teacher, learning assistant, counsellor, etc.)
- Vulnerability factors, including:
 - Mental health
 - Significant disability
 - SES (food, shelter security, income)
 - CFS related
 - Language/ESL
- Community Partners (Names and contact info)
 - FSCD worker
 - CFS worker
 - Medical Contact
- Contact/Update
 - tracking record of contacts and any updated information on status or areas of concern.

Teachers and other school staff have been instructed to inform school administration if any areas of concern come up during classes or in contact with students or families.

GOVERNANCE IMPLICATIONS: For Information



Information Item

REPORT TO THE BOARD OF TRUSTEES

AGENDA ITEM:

Date: May 12, 2020
To: The Board of Trustees
From: Dwayne Zarichny, Superintendent
Originator: Hugh Lehr, Associate Superintendent
Rationale: Learning Services Update
Subject: Severe File Review

BACKGROUND:

Each spring, learning services works closely with staff and school administration to review files and student information to allocate resources including learning assistant time to meet the needs of students, classrooms and schools as a whole.

STATUS & RELATIONSHIP TO SLQS:

Competency: Supporting Effective Governance

Indicators: ensuring that all students in the school authority have the opportunity to meet the standards of education set by the Minister of Education;

RESULTS OR ANTICIPATED OUTCOMES:

As we look to assign resources and learning assistance, there are several factors to take into consideration and documentation that needs to be completed and reviewed.

Individual documents reviewed:

- Student ISP (Individual Support Plan)
- Impact in the learning environment (Impact Statement)
- Diagnosis (letter on file)
- Student Needs Assessment
 - recommendations for next year (code, assessments, FCSD, etc.)

- This student's learning environment will need the following to support this student's participation and learning.
 - adapted/alternate materials
 - scaffolds for increased independence
 - overlapped instructional focus
 - medical/personal care
 - differentiated instructional level
 - support for mobility/motor development
 - alternate communication support
 - ongoing or emergency medical support (attach copy)
 - specialized equipment/furniture
 - safety/regulation support/supervision (attach copy)
- Support services to support student learning and participation during school year:
 - assistive technology support
 - school liaison counsellor
 - deaf and hard of hearing consultant
 - school/guidance counsellor
 - teacher for the visually impaired
 - HUB/TLC/PASE support staff
 - physical therapy (PT)
 - mental health/addiction services
 - occupational therapy (OT)
 - registered psychologist
 - speech/language therapy (SLP)
 - child psychiatrist (Dr. Iyiola)
 - orientation and mobility specialist
 - audiologist
- Specialized equipment and/or assistive devices provided:
 - communication devices
 - materials from SSVI
 - assistive technology/devices
 - specialized equipment
 - personal FM system
- Assistance with personal care/health-related interventions provided by school staff:
 - assistance with personal hygiene
 - lifts and transfers
 - g-tube feeding
 - management of equipment
 - administration of medication
 - mobility training (walker, wheelchair)

Administration then completes a document that includes other factors: (school summary)

- Class composition
- Class size
- Split grades
- transportation
- Clustering of students based on need

GOVERNANCE IMPLICATIONS: For Information

Division Communications

Derrian Hallas - Communications Officer



#WeAreMHCBE

Letter to Monsignor McCoy Grads

On Monday, May 4, each Monsignor McCoy was sent a personalized letter from the Board of Trustees expressing the shared disappointment in regard to the postponement of traditional graduation activities. We want all graduates and families to know that the Monsignor McCoy High School Class of 2020 will be celebrated and acknowledged.

[Letter to 2020 Graduates from The Board of Trustees](#) - May 4, 2020

Years of Service Awards - Congratulations!

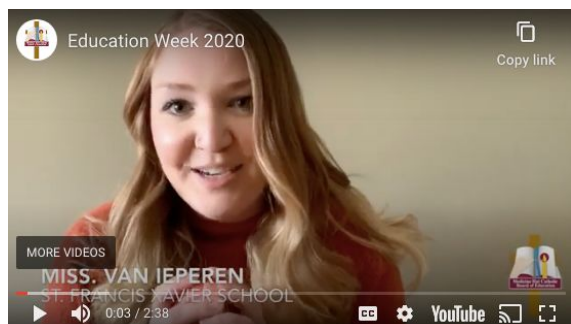
MHCBE had planned to honor all of our long service employees on Faith Formation Day on March 20, 2020. Although we cannot all gather to celebrate our long service employees at this time, we want our employees to know how much we appreciate them and their years of service.

Each employee celebrating 5, 10, 15, 20, 25 and 30 years of service was sent an email on Monday with a video message on behalf of the Board of Trustees. Their gifts will be hand delivered to their doorstep this week.

Education Week April 27- May 1

This year's Education Weeks looked different than ever before. We want to say THANK YOU to our incredible teachers, support staff, students and families. We know that at-home learning has not been easy, but your hard work does not go unnoticed. Learning is a journey and we are on this journey together.

A few of our teachers wanted to share what they love about teaching and what they are looking forward to most when we are back in the classroom.



Link to video: https://youtu.be/tnKEoa_8r_0
Superintendent's Blog: [Education Week 2020](#)

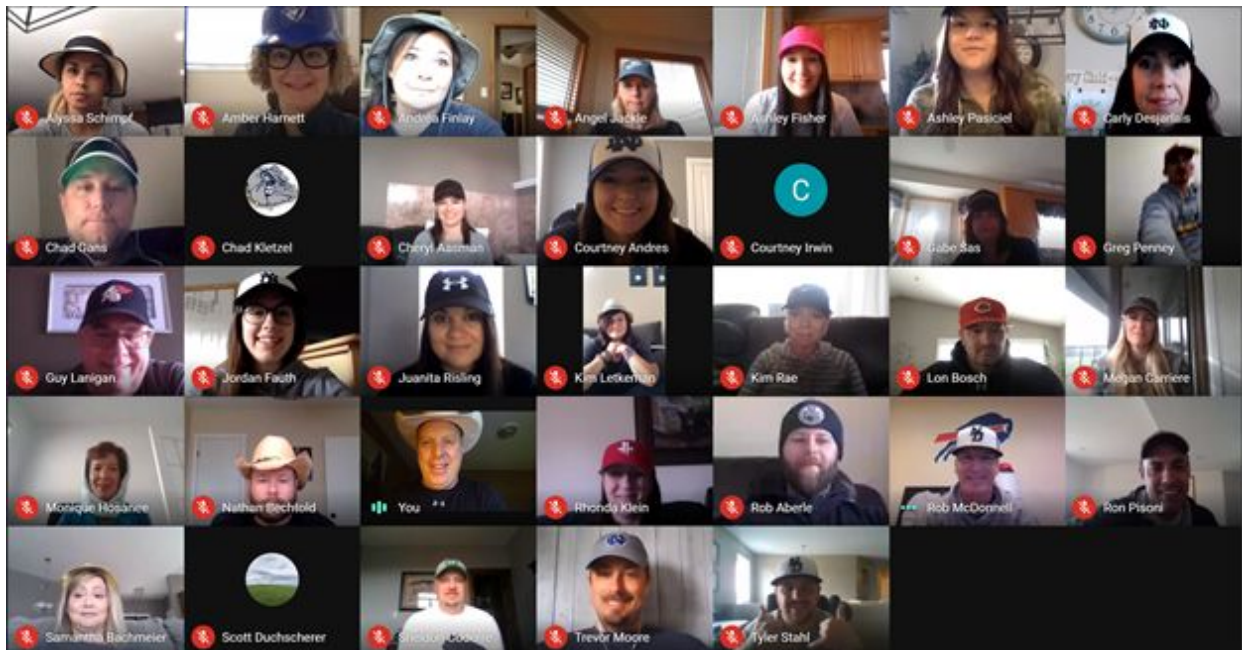
Mental Health Week May 4-10



In partnership with the Canadian Mental Health Association (CMHA), we encouraged students to spread joy and stay connected with loved ones during this year's mental health week! Students were challenged to spread kind mental health messages around the community through chalk, painting, or however they saw fit. Students that sent in their photos were entered in a contest to win a gift card of their choice provided by CMHA. Below are a few of the entries! Well done students!!



Hats On for Mental Health Day - May 6



Even though we could not be together on Hats on for Mental Health Day this year, MHCBE staff, students and families still proudly wore hats in support of mental health in our community! It is more important than ever to care for yourself and care for others. Thank you to everyone who participated! (Pictured: Notre Dame Academy Staff)



REPORT TO THE BOARD OF TRUSTEES

Date: May 12, 2020 **AGENDA ITEM:**

To: The Board of Trustees

From: Superintendent of Schools

Originator: Superintendent of Schools

Rationale: Policy/Procedures: Leads the strategic planning process

Subject: Strategic Priorities Update

BACKGROUND:

The Superintendent is responsible for leading strategic planning in the jurisdiction. This report will be a standing report which will be updated on a monthly basis. This report will provide the Board with an overview of the implementation of the Strategic Priorities developed by the Board.

Additionally, the strategic priorities for next year need to be reviewed and approved. Given the context of education during this pandemic, it is my recommendation to continue for another year with the same strategic priorities, with one minor change. **I would suggest changing 21st Century Learners to Future Ready Learners or some other variation.**

STATUS & RELATIONSHIP TO SLQS:

This report aligns with the SLQS in the following way:

Competency: Visionary Leadership

Indicators: Ensuring that the vision expressed in the school authority's education plan is responsive to the ongoing review of the school authority's achievements, meets all requirements identified in provincial legislation, and incorporates the school community's perspectives.

Competency: Supporting Effective Governance

Indicators: Ensuring that the board's plans, resource allocations, strategies and procedures lead to the achievement of its goals and priorities.

Supporting the board in the fulfilment of its governance functions in the fiduciary, strategic and generative realms.

RESULTS OR ANTICIPATED OUTCOMES:

This report supports the work of the Superintendent in providing leadership in the area of strategic planning. (Reference: Item 6, Policy 12).

GOVERNANCE IMPLICATIONS:

This report is responsive to the Board's work in ensuring it meets its responsibility to provide overall direction for the Division by establishing mission, vision, strategic priorities and key results. (Reference: Item 4.1, Policy 2)

Motion:

“THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2020-2021 Strategic Priorities”.

Strategic Priorities Update 2019-2020

1. Celebrating our Catholic identity through the Marks of a Catholic School

- Faith development day at the beginning of the school year with Steve Agrisano
- Chaplain - lunch and learn, creation of chapel space at the high school
- Morning Prayers
- Mass at CEC
- Adequate budget for Religious Education
- School Masses and transportation funding provided to transport students to mass
- Prayer before and after Board meetings
- Sharing faith based posts with our stakeholders on school websites and social media
- Sharing information about the Saints to our teachers and administrators
- All grade 4 students have received a bible purchased from parishioners / Teaching of Lectio Divina to students/staff
- Social Action projects are tied into the Catholic Social Teachings
- Administrators sitting on each church's Parish Pastoral Council
- School Sponsored masses on Sundays throughout the year
- Faith Formation sessions for new teachers
- Faith Formation PD for administrators on the book study by David Wells - The Grateful Disciple
- Faith Formation Donation Drive and Mass on March 20. This will also include staff planning for our Service in Action day in August
- Working with the parishes to bring in the Sisters of the Seed of the Word into all schools to share with grade 9's about vocations and to meet all students in the division
- GrACE - Tell Your God Story Retreat on April 4
- Lenten masses at both parishes - cross attendance for exposure to both churches
- Daily Advent/Lent messages to all division staff and trustees

- During the Pandemic isolation the following has occurred:
 - Teachers continue to provide Faith growth in activities, prayers, and permeated assignments
 - Catholic Education Week will have the focus on each of the marks of an Excellent Catholic School - activities such as online praying of Rosary, Flipgrid prayer intentions, painting of rocks with faith messages to distribute in the community, create your own rosary at home in chalk art/rocks/etc., video compilation shared about "Why I love my Catholic school"
 - Consecration of our Division and schools to Mary at our Google Meet Board meeting with parish priests and admin in attendance
 - Receiving rosaries from the parishes to hand out to staff and students to pray during the month of May and beyond
 - Shared Diocesan mass with Bishop McGrattan on the Wednesday of Catholic Education Week with all divisions in the Diocese
 - Lenten Stations of the Cross using the stations from each of the parishes to maintain a connection to the schools
2. Providing a continuum of support for the mental health and well-being of parents, students, and staff in a welcoming, caring, respectful and safe learning environment
- Survey of staff in the division
 - CCT program
 - Wednesday's morning break
 - Health & Wellness Committee
 - EFAP program and marketing of it. Distribution of relevant and timely information from ASEBP and EFAP.
 - Whistleblower program availability
 - Harassment policy
 - Taking part in and supporting days such as Bell Let's Talk Day, Random Acts of Kindness Day and Pink Shirt Day
 - Policy developed for Timeout and Physical Intervention
 - Practice guidelines for Documenting and reporting critical incidents.
 - Developed procedure around debriefing critical incidents.
 - SIVA Training
 - Daily Advent/Lent messages to all division staff and trustees
 - Continued daily reflections during the time of isolation

3. Developing teachers with the necessary skills to teach 21st century learners
 - Professional development on SIVA held this year and scheduled for the new year
 - TAPI payments released for teachers
 - Lead
 - Creation of a Leadership Enhancement Program to offer Professional Development to teachers wanting to take on leadership roles (based on LQS)
 - PD offered to new teachers through a one on one model with SAPDC
4. The effective use of technology to support learning
 - Migrated to Google platform
 - Technology committee
 - Funding to support smartboard replacement pilot project
 - Upgraded hardware at Monsignor McCoy High School to support dual credit programs
5. To foster meaningful parental involvement and stakeholder engagement
 - Each school has an active school council in place
 - MHCBE Calendars distributed to households
 - Staff Budget Survey/ Health & Wellness Survey
 - School open houses and school plan presentations
 - Division Instagram, Facebook, Twitter & YouTube Accounts
 - i. 31 Active Facebook Pages
 - ii. 30 Active Twitter Accounts
 - iii. 29 Active Instagram Accounts
 - iv. 2 Active YouTube Channels
 - Community Sports & Events page on division website
 - Feedback received from district leaders, teachers and parents on the 2020-2021 school calendar

STRATEGIC PRIORITIES

2019 - 2020

1

Celebrating our Catholic identity through the **Marks of a Catholic School**;

2

Providing a **continuum of support** for the mental health and well-being of parents, students, and staff in a **welcoming, caring, respectful and safe learning environment**;

3

Developing teachers with the necessary skills to teach **21st century learners**;

4

The effective use of **technology to support learning**;

5

To foster **meaningful** parental involvement and stakeholder **engagement**.



These Priorities will form the basis of the upcoming Annual Education Report & School Education Plans.

Zone 6 Report to MHCBE Board Meeting April 23, 2008

Nicole Williams attended the Zoom meeting and we started by asking questions:

1. We know that students have been promised a method of readying them for the next grade but what about Grade 12's?
 - a. There has been some discussion and it is in the works
 - b.
2. What is the plan for reopening?
3. Once we have reopened, what is the plan to keep germs from spreading and starting the epidemic?
 - a. Those kinds of things are all under discussion. All things are on the table regarding strategies.
4. Can we consider opening for older kids who understand touching and masks better
- 5.

Thanks for the province, everyone, and especially the teaching staff who have carried on very effectively.

Ron Taylor:

1. Many questions from the public. Ron reviewed:
 - a. They are logging questions, many of which are repeated and coming in from many levels.
 - b. Parents are calling AB Ed and complaining that They can't manage the kids, we both work, we don't have time.... Minister usually answers those kinds of questions by saying that there are amazing things going on out there with remote education. Bear with us.
 - c. Bus drivers have been laid off, it is difficult to recruit drivers. Make that part of your plan to reopen. We can't phase in on the bus. How do we seat them..2-3 seats apart?. It will be very difficult.

Lorrie Jess

1. Many calls to Ab Ed
2. ASBA is providing as many supports as they can.
3. TEBA reps attended a Zoom meeting which was facilitated by ASBA. Discussion was around bill 5
4. ASBA has represented to the Minister that Board reserve spending, having to be checked by the Minister has narrowed board autonomy.
5. There will be an ASBIE meeting on May 12. ?????
6. Zoom meeting support and security is a priority. ASBA is working on this. Issues have been experienced but other platforms are having the **same kinds of issues about security**.
7. Strat plan was sent out on April 22. New plan that is high level and will guide our practices in the coming years.
8. BOD has approved the ?????
9. **Budget bulletin has been sent out-ask about the kinds of**
10. ASBA exec committee attended CASS teleconference.
11. ASBA expressed disappointment regarding continuity plan for learning which was sprung on us and decisions were made on a Saturday, laying off non essential staff and came out at 1pm that day. NO CONSULTATION
12. We have heard no more about the CBE review which was supposed to be out on Jan 24, 2020
13. Continuity in the classroom task force not spoken about as detailed. Transportation task force- Vivian told goa that we need trustee members for this task force, Cathy for Metros, ----- and Brad Toone for rural input.
14. ASEBP layoff provision. Trustees approved a temporary lay off provision so employees have coverage. It has been raised from 90 days to 180 days.
 - a. Question from Westwinds School District, Jessica payne...ASEBP will be saving a lot of funds because with the pandemic people are at home anyway and being paid without being on sick leave. This will cause some savings. Has there been discussion

about distributing these savings to the school boards? Vivian acknowledged this as a good suggestion and will be following up.

- b. Lacy Poitress from livingstone range commented that we need to be cautious because, as the pandemic goes on, there may be greater use required. Eg more counsellor contact for parents, employees and kids.
15. Video meeting
 16. ASBA has postponed the priorities in Ed plan during the pandemic
 17. Board of directors put forward Vivian's name to be a rep on the crime prevention committee. She will share this info.

Brad Toone

1. Thanks to Pres and VP and CEO for the work in keeping things moving along.
2. SGM coming forward with changes since we need to do it via video this year. There may be hick-ups so we would appreciate patience.
3. Committee appointments. ASBA Concerns raised regarding task force appointments and the role played by different kinds of trustees from different kinds of boards. We have amazing trustees in the province. He is the rural rep for transportation and feels a large responsibility. He was participating from his tractor.

Stuart Angle wanted to discuss the Budget document:

1. The very last page.... Clarification required.

Now the ASBA Executive meeting:

1. Edwin Parr- Marie Logan... Decide on bells and interviews. We need to set up interviews. How does the committee feel about how to do the interviews? Since there is no banquet, can we do things differently? Perhaps a gift card of \$100 like other zones are doing. *I suggested that this was a good idea and that local boards may want to follow up on a dinner invitation to our own nominee (as per the suggestion at our own board meeting).* Lori, Donna, Patricia and Marie are on the interview committee. Lori has reached out to Chris Smeaton to see if he would participate given that he is retired now. There are no videos this year so the interviews will not include them. The nominee packages will have all their info. That is the only source of info for the interviews. Pam will send the hard copies to the committee. Lori will host a google hangout for an initial meeting and then for the actual interviews. Pam will also send out invitations to the nominees for the "google hangout". The meeting will tentatively be held May 4, 2020 and the committee will continue from there. *We decided that each jurisdiction would buy and \$100 Visa (we can make up our own decision regarding what kind of gift card) gift card. If a board says no to the expense we can deal with the "billing" at the zone later. There is a real savings b/c of no banquet expenses. Also the bells will be sent to each jurisdiction to be presented to our Edwin Parr winner at the first possible opportunity.*
2. Next meeting May 20, 2020. We passed a motion to hold all future meetings electronically until further notice. The Zone 6 budget will also be discussed at that meeting. The proposed budget will be sent early so we can review it before the meeting.
3. There will be no ASBA budget presentation at the zone level but ASBA will send us updates as required.
4. We had a lengthy discussion about negotiations. 2 districts (Holy Spirit and Lethbridge Public) said they settled and it was easy. Most said the same articles of discussion were what had negotiations break down. Livingstone range, MH public and MHCBE have all broken down.