

**MINUTES OF THE PUBLIC BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at the Catholic Education Centre on September 10, 2024 at 2:45 p.m.**

**TRUSTEES AND OFFICERS PRESENT**

Kathy Glasgo	Board Chair	
Robert Risling	Vice-Chair	
Bernie Kinch	Trustee	<i>Absent</i>
David Leahy	Trustee	
Dick Mastel	Trustee	
Dwayne Zarichny	Superintendent of Schools	
Nick Gale	Deputy Superintendent	
Greg MacPherson	Secretary Treasurer	
Hugh Lehr	Associate Superintendent Learning Services	
Heather Irvine	Religious Education Coordinator	
Derrian Hallas	Communications Coordinator	
Chelsey Lybbert	Executive Assistant to the Superintendent (Recorder)	

**CALL TO ORDER**

Note: The meeting was chaired by Kathy Glasgo, Board Chair.

**OPENING PRAYER**

Note: Dcn. Risling led the opening prayer.

**LAND ACKNOWLEDGEMENT**

Note: Dr. Zarichny read the land acknowledgement.

**PRESENTATIONS**

**APPROVAL OF THE MINUTES OF THE PUBLIC BOARD MEETING – June 11, 2024**

4087 Motion. Leahy: “THAT the Board of Trustees approve the minutes of the Public Board Meeting held on June 11, 2024 as circulated.”

Carried unanimously.

**APPROVAL OF AGENDA**

4088 Motion. Risling: “THAT the agenda dated September 10, 2024 be approved as circulated.”

Carried unanimously.

**BOARD COMMUNICATIONS**

**Minister’s Youth Council Announcement**

Note: Monsignor McCoy High School Hannah Maser has been chosen to be on the Minister’s Youth Council for 2024-2025. The Board is very proud of all the students who have been chosen from our division to sit on the Minister’s Youth Council the last number of years. Congratulations to Hannah!

**Minister of Environment and Protected Areas Letter**

Note: Chair Glasgo shared letters from the Minister of Environment and Protected Areas, Rebecca Shulz, as well as MP Glen Motz as responses to the Board’s inquiry regarding carbon tax and climate change.

**CATHOLIC EDUCATION**

**School Parish Relations Committee**

Note: Dcn. Risling reported that the schools and parishes are doing a lot of good work together. They will be having three meetings this year.

Note: The Board thanked Mrs. Irvine for all her work in planning faith day on August 30<sup>th</sup>.

**Religious Education Report**

Note: Report included in board agenda package.

**BOARD WORK PLAN**

**Board Work Plan 2024-2025**

Note: Mrs. Lybbert presented the 2024-2025 board work plan.

4089 Motion. Mastel: “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2024-2025 Board Work Plan.”

Carried unanimously.

**Staffing Update**

Note: Mr. Gale presented an update on staffing. 19 new teachers were hired for 2024-2025 (14 new to school division and 5 from previous contracts). The teaching staff FTE is 151.7 which is an increase of 2.27 FTE from 2023-2024.

Note: Discussion about lower enrollment possibly affecting teaching staff FTE. The division is waiting to receive final enrollment numbers on September 30<sup>th</sup> as there are still a lot of new students enrolling in our schools.

**INFORMATION ITEMS**

**Strategic Priorities Update**

Note: Report included in board agenda package.

**AP 352: Use of Cell Phones and Electronic Devices in Schools**

Note: Dr. Zarichny presented amended administrative procedure 352: Use of Cell Phones and Electronic Devices in Schools. The AP was amended as per ministerial order #014/2024 regarding electronic devices in schools. The ministerial order did not change the divisions practice too much but did help standardize expectations and practices across schools. Administrators contributed to the changes in the AP and were glad to have a finalized updated AP prior to the school year starting.

**Director of Curriculum Report**

Note: Dr. Zarichny asked Mr. Desnoyers to prepare an update to share with the Board. Mr. Desnoyers has done a tremendous amount of work in the 6 months he has been in his new role. The feedback on the Director of Curriculum position has been very positive.

**Leadership Enhancement Program**

Note: Mr. Gale gave an update on the Leadership Enhancement Program. There were 12 teachers who joined last year. Of the 12 members 3 were hired as administrators in our division. The program runs on a 2-year

cycle so new members can join each year. Messaging regarding the second intake was sent out to staff members to join for 2024-2025.

### **Learning Services 2024-25 Focus Areas**

Note: Report included in board agenda package.

Note: Dcn. Risling requested that Mr. Lehr provide information at the October Board meeting regarding hot spots within Learning Services.

### **Deferred Salary Leave Plan**

Note: Report included in board agenda package. The deferred salary leave plan is available to all MHCBE staff, not just teachers.

### **Communications Report**

Note: Report included in board agenda package.

## **ACTION/DISCUSSION ITEMS**

### **St. Mary's School Field Trip Request**

Note: Requested board approval to travel to Montreal. This is a trip that is offered to St. Mary's French Immersion students every second year. The field trip committee met on August 26<sup>th</sup> to approve the trip and bring forth to the Board.

- 4090 Motion. Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the St. Mary's National trip to Montreal QC on or about April 15, 2025 to April 23, 2025. Approval is subject to:
- Submitting the final itinerary.
  - Submitting all required forms to the Superintendent at least 90 days prior to the trip.
  - Submitting a plan if a student is denied access to the flight or entry to the country.
  - Transportation details finalized and approved.
  - Meet any other requirement of the School District insurance provider.
  - And, it is noted the Board has the right to cancel the trip at any time."

Carried unanimously.

### **Jordan's Principle Agreement**

Note: Report included in board agenda package. Mr. Lehr let the Board know that the division is working with First Nations families to enhance supports to their children through Jordan's Principle. Administrators have reached out to parents asking if the division can apply on their behalf.

- 4091 Motion. Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education enter into a contribution agreement with the Department of Indigenous Services Canada - Special Projects, Jordan's Principle - Child First Initiative for a 2-year term beginning April 1, 2024 - March 31, 2026."

Carried unanimously.

### **2024-2025 St. Mary's School – School Fee Amendment**

Note: St. Mary's has requested to add an additional outdoor education fee.

**-2012-**

4092                    Motion. Leahy: “Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education approve the additional \$35.00 Outdoor Education Fee to the 2024-2025 School Fee Listing for St. Mary’s School.”

Carried unanimously.

**COMMITTEE REPORTS**

**Alberta Teachers’ Association (ATA) Negotiation Committee**

Note:                Report included in board agenda package.

**Canadian Union of Public Employees (CUPE) Negotiation Committee**

Note:                Report included in board agenda package.

4093                    Motion. Mastel “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education move In-Camera.” 3:38 p.m.

Carried unanimously.

4094                    Motion. Risling “THAT the Board of Trustees for the Medicine Hat Catholic Board of Education move out of In-Camera.” 3:50 p.m.

Carried unanimously.

4095                    Motion. Leahy: “Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education authorize the CUPE Negotiation Committee to negotiate with the CUPE Local within the mandate as presented and sign a Memorandum of Settlement subject to the ratification by the Board of Trustees for the Medicine Hat Catholic Board of Education.”

Carried unanimously.

**Teacher Board Advisory Committee**

Note:                Nothing to report.

**Support Staff Board Advisory Committee**

Note:                Nothing to report.

**CUPE Support Staff Advisory Committee**

Note:                Report included in board agenda package. The next meeting will be held on October 17<sup>th</sup>.

**Student Board Advisory Committee**

Note:                Nothing to report.

**Audit Committee**

Note:                Report included in board agenda package. Meeting with MNP to approve the audit plan October 10<sup>th</sup> at 2:00 p.m.

**-2013-**

**Holy Trinity Academy Update**

Note: Report included in board agenda package. 2 pieces of playground equipment from St. Francis Xavier will be salvaged and moved to St. Louis School.

**Alberta School Boards' Association - Zone 6 Representative**

Note: Nothing to report.

**Alberta Catholic School Trustees' Association Representative**

Note: Nothing to report.

**Medicine Hat Catholic Schools' Education Foundation Representative**

Note: Nothing to report.

**Parent Association Representative**

Note: The AGM will be held on September 23<sup>rd</sup> at 7:00 p.m. in the CEC boardroom.

**Teachers' Employer Bargaining Association (TEBA) Representative**

Note: Nothing to report.

**CLOSING PRAYER**

Note: The meeting closed with prayer.

**ADJOURNMENT**

Note: The meeting was adjourned by the Board Chair.

Note: The meeting adjourned at 4:57 PM.

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Kathy Glasgo, Board Chair

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Greg MacPherson, Secretary Treasurer