

**MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at Catholic School Board Office, 1251 – 1<sup>st</sup> Avenue S.W., Medicine Hat, Alberta on September 10, 2019 at 6:00 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

**OPENING PRAYER**

Note: The meeting was opened with prayer led by Robert Risling.

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

**APPROVAL OF THE MINUTES OF REGULAR BOARD MEETING – JUNE 11, 2019**

3530 Motion. David Leahy: “THAT the Minutes of the Regular Meeting held June 21, 2019 be approved as amended”.

Note: Sentence under Catholic Education Meeting with Parish Priests and Administrators, as well as fixed spelling error in second sentence.  
Sentence under Ratify the Contract of Employment – fixed spelling errors in third and fourth sentences.

Carried unanimously.

**APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING – JUNE 25, 2019**

3531 Motion. Kathy Glasgo: “THAT the Minutes of the Regular Meeting held June 25, 2019 be approved as circulated”.

Carried unanimously.

**APPROVAL OF THE ACTION AGENDA**

3532 Motion. Robert Risling: “THAT the Action Agenda dated September 10, 2019 be approved as amended”.

Note: Added: 7.3 Ad Hoc Committee Community Centre  
7.4 Safe Consumption Site  
7.5 Seminar on Vaping  
7.6 Teacher Wellness

Carried unanimously.

**APPROVAL OF THE NON-ACTION AGENDA**

3533 Motion. Peter Grad: “THAT the Non-Action Agenda dated September 10, 2019 be approved as circulated”.

Carried unnamously.

## **PRESENTATIONS**

3534 MNP Presentation at 6:00PM with Delayne Sackman, partner at MNP, in regards to the Audit Service Plan 2019 – 2020. MNP will be coming to Central Office in October to complete the Audit.

## **CATHOLIC EDUCATION**

### **RELIGIOUS EDUCATION REPORT – presented by Sandra Richard**

Note:

- Faith Formation Day
- Religious Education Curriculum Grade 6 implementation
- Faith Formation
- Admin/Clergy June Meeting Follow Up
- Chaplaincy Update
- Sister Vicky/Sister Clem's Farewell
- Marked by God: Leadership Conference

### **PARISH COMMUNITY RELATIONS COMMITTEE REPORT – presented by Robert Risling**

Note: Nothing to report

## **SEPTEMBER BOARD WORK PLAN ITEMS**

Note: 2019 – 2020 Work Plan Approval

3535 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2019 – 2020 Board Work Plan" as approved.

Carried unanimously.

Note: The Board's intention on forming a group for GRACE, approving a communication strategy, and approving an advocacy plan.

Note: Superintendant Evaluation – Dick Mastel will contact ASBA to obtain a quote from Cindy Vaselenak, as well as a quote for the Board Evaluation.

Note: Board Retreat is continuing for October 2019.

Note: Administration to investigate new dates in the new year to meet with both MLA's.

Note: Ad Hoc Committee for Monsignor McCoy Community Centre – Kathy Glasgo

3536 Motion. Kathy Glasgo: "Be it resolved that MHCBE create an Ad Hoc Committee for the development of a Community Centre at Monsignor McCoy with the terms of reference to be developed and presented to the Board during the October 2019 Public Meeting."

Carried unanimously.

Note: Supervised Consumption Site – Kathy Glasgo: Information was shared and this will come back for consideration during the October 2019 Board Meeting.

Note: Seminar on October 23, 2019 at 11:30AM at Palliser School Division office in Lethbridge – use of vaping and it's affect on youth and schools. This topic will be added to the October Agenda.

Note: Teacher Wellness – David Leahy: There was a discussion around Teacher Wellness.

**CORPORATE COMMUNICATIONS REPORT – presented by Derrian Hallas**

Note:

- SCHOOLMESSENGER
- Back to School Marketing

**SUPERINTENDANT OF SCHOOLS REPORT – presented by Dwayne Zarichny**

Note:

- The Year Ahead
- Ministerial Visit
- New Teacher Orientation
- Education Act and Regulations
- International Education
- Superintendent Certification

**ASSOCIATE SUPERINTEDANT OF HUMAN RESOURCES REPORT – presented by Chuck Hellman**

Note:

- Staffing Update
- Leadership Enhancement Program

**SECRETARY TREASURER REPORT – presented by Greg MacPherson**

Note: 2018-2019 Audited Financial Statement Approval, Annual Education Results Report and Fall Budget Update

3537 Motion. Robert Risling: “THAT the Board of Trustees schedule a regular meeting of the Board for Monday November 25, 2019 at 4:00 pm at the Catholic Education Centre for the purpose of approving the Audited Financial Statement, Annual Education Results Report and the Fall Budget Report”.

Carried unanimously.

Note:

- ASEBP Trustees' Report
- 2019 Federal Election

Note: Education Act – Corporate Name Change

3538 Motion. Robert Risling. “THAT The Board of Trustees for Medicine Hat Roman Catholic Separate School Divison under section 79 of the *Education Act* changes the corporate name to The Medicine Hat Catholic Board of Education, subject to ministerial approval”.

Carried unanimously

**ASSOCIATE SUPERINTENDANT OF LEARNING SERVICES REPORT – presented by Hugh Lehr**

Note:

- RCSD Caseload
  - The Board would like to know the numbers of referrals and the number of students that have been seen.
- Ministerial Order on Seclusion Rooms

**COORDINATOR OF EARLY LEARNING REPORT – presented by Terri Ball**

Note:

- Early Years Evaluation Update
- Early Learning Professional Development

**COMMITTEE REPORTS**

**Medicine Hat Catholic Schools' Education Foundation – Dick Mastel**

Note: Meeting to take place on September 17, 2019.

**Representative to ACSTA – Dick Mastel**

Note: Meeting scheduled for September 12th and 13th, 2019.

**Representative Teacher Board Advisory Committee – Kathy Glasgo**

Note: Meeting in October 2019.

**Representative to ASBA Zone 6 – Peter Grad**

Note: Meeting to take place on October 16, 2019.

**Representative to Support Staff Board Advisory Committee – Robert Risling**

Note: Nothing to report.

**Representative to Parent Associate – Kathy Glasgo**

Note: Nothing to report.

**Representative to Salary Negotiations – ATA – Peter Grad**

Note: Report in October 2019.

**Representative to Salary Negotiations – CUPE – Dick Mastel**

Note: Negotiations commencing October 18, 2019.

**Representative to CUPE Staff Board Advisory – David Leahy**

Note: Meeting to take place on September 26, 2019.

**Representative to Student Board Advisory Committee – Dick Mastel**

Note: Nothing to report.

**Representative to Student Enrolment & Retention (Adhoc) Committee – Dick Mastel**

Note: Nothing to report.

**CLOSING PRAYER**

Note: The meeting closed with prayer led by Peter Grad.

**ADJOURNMENT**

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

Note: The meeting adjourned at 9:15PM.

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Dick Mastel, Board Chair

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Greg MacPherson, Secretary Treasurer