

**MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT
CATHOLIC BOARD OF EDUCATION held by Google Meet and recorded on
October 13, 2020 at 5:00 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	Deputy Superintendent
Greg MacPherson	Secretary Treasurer
Hugh Lehr	Associate Superintendent Learning Services
Sandra Richard	Religious Education Coordinator
Terri Ball	Coordinator of Early Childhood Services
Chelsey Lybbert	Executive Assistant to the Superintendent (Recorder)

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

**APPROVAL OF THE MINUTES OF REGULAR BOARD MEETING – September 8
2020**

3695 Motion. David Leahy: "THAT the Minutes of the Regular Meeting held September 8, 2020 be approved as circulated."

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

Note: Mr. Greg MacPherson asked that the following items be added to the Action Agenda under "Action and Discussion Items":

- Approval of Audited Financial Statements
- Trip Cancellation

Note: Mr. Dick Mastel asked that the following item be added to the Action Agenda under "Action and Discussion Items":

- Approval of International Education Fee Schedule

3696 Motion. Kathy Glasgo: "THAT the Action Agenda dated October 13, 2020 be approved with additional items."

Carried unanimously.

BOARD COMMUNICATIONS

Note: Mr. Mastel read a portion of a letter received from Celina Symmonds, Executive Director of the Medicine Hat & District Food Bank. The letter thanked Medicine Hat Catholic Board of Education for our contribution to the Food Bank.

Note: Mr. Mastel thanked the Trustees and Senior Administration who attended the lunch held at Notre Dame Academy on September 21st. The Notre Dame staff let Mr. Mastel know they were very grateful for the lunch and for the support received from the Board and Senior Administration in light of their recent tragedy.

Note: Mr. Mastel let the Trustees know that the retirees from 2019-2020 were very appreciative of the gift cards they were offered in lieu of the retirement dinner. The gift was very well received and appreciated and was the best option under the circumstances.

CATHOLIC EDUCATION

Note: Mrs. Richard gave an update on School/Parish relations, Catholic Education Sunday and the Kindergarten Religious Education Resource that will be available in August 2022 (see report).

Note: Mr. Leahy brought up a discussion about how to get Catholics coming back to church and more young people attending mass. He will be meeting with the Knights of Columbus to discuss ideas.

BOARD WORK PLAN

Note: Mr. MacPherson let the Board know that there are a few School Councils still having to submit their financial reports in accordance with Policy 17. All information should be available for the Board in November.

Note: The Board asked that Chelsey move forward with planning virtual meetings with the MLA's.

Note: The approval of the Annual Communications Strategy will be moved to the November Board agenda.

INFORMATION ITEMS

Strategic Priorities Update (Zarichny)

Note: See report in Board agenda package.

Calendar 2021-2022 (Hellman)

Note: A blank 2021-2022 calendar has been sent out to stakeholders (staff and parents). Once feedback is submitted Mr. Hellman will present a number of versions to the Board.

OHS Inspections (Hellman)

Note: Two inspections were done (St. Patrick's School and Monsignor McCoy High School). Both inspections went very well. Mr. Mastel would like to extend special thanks to Eugene Erick, OHS Officer, for all the work he did to help with inspections.

Community VTRA Protocol (Lehr)

Note: Mr. Lehr wanted to thank Mr. Zarichny and Mr. Mastel for attending the community session at Medicine Hat College on Wednesday, October 7th. There were 605 live participants (140 families attended from MHCBE). The session was recorded and sent out to the public and has been very well received.

Note: Mr. Zarichny wanted to highlight all the work Mr. Lehr did in making this event happen. Mr. Lehr's efforts working with Mr. Kevin Cameron (Executive Director, North American Center for Threat Assessment and Trauma Response Inc.) created a very wonderful opportunity in our community.

Note: VTRA training will take place on October 15th and 16th (currently there are 30 participants registered).

CMR Grant – Johnson Controls Contract (MacPherson)

Note: Updates listed in report found in Board agenda package.

Boundary Review (MacPherson)

Note: Please let Mr. Zarichny or Mr. MacPherson know if you have any boundary information you would like considered.

Communications Report (Hallas)

Note: See report in Board agenda package.

ACSTA Website and Budget (Grad)

Note: Mr. Mastel will look into acquiring a MHCBE password for the ACSTA website.

Note: Budget discussion will be postponed to November.

ACTION AND DISCUSSION ITEMS

School Plans – Sharing Sessions (Zarichny)

Note: DLT has recommended that they created a PowerPoint with Voice Thread or a video of their school plans for this year and post them to their website. These videos will also serve as a promotional tool for their school.

School Board Wards (MacPherson)

3697 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education accept the second reading of Bylaw 2020/01."

Carried unanimously.

3698 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education accept the third and final reading of Bylaw 2020/01."

Carried unanimously.

School Board Wards - Policy (MacPherson)

3699 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the first reading for amendments to section 1 of Policy 7 – Board Operations."

Carried unanimously.

Audit Committee (MacPherson)

Note: The Board of Trustees will commence a search for two appropriate non-trustees to appoint to the audit committee.

3700 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Education amend **Policy 8 – Committees of the Board** for first reading: to delete, in section 8 – Audit Committee, all of section 8.3 and replace it with the following "*8.3 Membership The audit committee shall comprise of at least 5 individuals and shall include at least: 8.3.1 two non-trustee members; and 8.3.2 sufficient number of trustees to comprise the full complement of the audit committee*"."

Carried unanimously.

Approval of Audited Financial Statements (MacPherson)

3701 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education schedule a regular public meeting at 2:45 p.m. on November 24th, 2020 to approve the 2019/20 audited financial statements."

Carried unanimously.

Trip Cancellation (MacPherson)

3702 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education cancel the Monsignor McCoy trip to Greece scheduled April 1, 2021 – April 9, 2021 due to continuing safety warnings."

Carried unanimously.

Approval of International Education Fee Schedule (Mastel)

Note: An International Education presentation was made to the Board of Trustees by Mrs. Wanda Simmons, International Education Supervisor, in the Committee of the Whole Meeting.

3703 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2020-2021 International Education Fee Schedule as presented."

Carried unanimously.

Meeting Location Discussion (Mastel)

Note: Meeting location discussion took place in the Organizational Meeting.

COMMITTEE REPORTS

Alberta Teachers' Association (ATA) Negotiation Committee (Grad)

Note: Mr. Grad sent out information to Trustees earlier in the week.

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

Note: Nothing to report.

Teacher Board Advisory Committee (Glasgo)

Note: No meeting.

Support Staff Board Advisory Committee (Risling)

Note: No meeting.

CUPE Support Staff Board Advisory Committee (Leahy)

Note: No meeting.

Student Board Advisory Committee (Mastel)

Note: No meeting.

Audit Committee (TBD)

Note: Trustees will begin to look at finding members for the Audit Committee.

Sisters of Charity of St. Louis Arts and Performance Center (Adhoc) Committee (Leahy)

Note: Report was discussed in the Committee of the Whole Meeting.

Alberta School Boards' Association – Zone 6 Representative (Grad)

Note: Mr. Grad sent out information to Trustees earlier in the week.

Alberta Catholic School Trustees' Association (ACSTA) Representative (Mastel)

Note: Mr. Mastel reported that a special meeting was held on October 5th regarding budget. ACSTA has a surplus of approximately \$100,000 due to a reduction in office staff (4 to 3), reduced office expenses and cancellation of directors' travel. ACSTA representatives haven't met in person since February.

Medicine Hat Catholic Schools' Education Foundation Representative (Mastel)

Note: No report.

Parent Association Representative (Glasgo)

Note: Ms. Glasgo reported that the AGM was held on September 28th. Dana Wirachowsky was elected Chair. The position of Secretary/Treasurer is still open. There were only 5 schools represented at the meeting. All parents reported that re-entry in all of the schools went better than expected. The next meeting will be on October 26th at 7:00 p.m.

Spiritual Leadership Scholarship Committee Representative (Leahy)

Note: Mr. Leahy thanked Sandra Richard, DonnaMae Melle and Janice Laing for all they did regarding scholarships.

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

Note: Mr. Grad sent out information to Trustees earlier in the week.

CLOSING PRAYER

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

ADJOURNMENT

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

Note: The meeting adjourned at 6:20 PM.

Dick Mastel, Board Chair

Greg MacPherson, Secretary Treasurer