

**MINUTES OF THE REGULAR BOARD MEETING OF THE MEDICINE HAT
CATHOLIC BOARD OF EDUCATION held by Google Meet and recorded on
November 10, 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	Deputy Superintendent
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 Coordinator
Chelsey Lybbert	Executive Assistant to the Superintendent (Recorder)

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

**APPROVAL OF THE MINUTES OF THE ORGANIZATIONAL BOARD MEETING –
October 13, 2020**

3704 Motion. Kathy Glasgo: “THAT the Minutes of the Organizational Meeting held October 13, 2020 be approved as circulated.”

Carried unanimously.

**APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING – October 13,
2020**

3705 Motion. Peter Grad: “THAT the Minutes of the Regular Meeting held October 13, 2020 be approved as circulated.”

Carried unanimously.

APPROVAL OF THE ACTION AGENDA

3706 Motion. David Leahy: “THAT the Action Agenda dated November 10, 2020 be approved as circulated.”

Carried unanimously.

BOARD COMMUNICATIONS

Note: Mr. Mastel spoke about the upcoming Alberta Catholic Schools Trustees Association Annual General Meeting (ACSTA) which will be held virtually on November 14, 2020. Trustees can attend virtually in their own homes for this meeting.

Note: Mr. Mastel spoke about the Alberta School Boards Association (ASBA) Fall General Meeting which will be held virtually on November 16, 2020.

CATHOLIC EDUCATION

Note: Mrs. Richard thanked Ms. Glasgo and Mr. Zarichny for speaking about Catholic Education Sunday at Holy Family Parish and St. Patrick’s Church.

Note: A video will be created in the schools regarding advent themes (hope, love, joy and peace) and will be shared with the division in December.

BOARD WORK PLAN

Note: Mrs. Hallas presented the Annual Communications Strategy for 2020-2021.

3707 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2020-2021 Annual Communications Work Plan."

Carried unanimously.

INFORMATION ITEMS

Strategic Priorities Update (Zarichny)

Note: See report in Board agenda package.

Note: Mrs. Richard wanted to acknowledge that two priorities: Red Wednesday and Keeping Christ in Christmas were not included in the attached report but that she will be moving forward with these two items and they will be included in the December report.

Note: Deacon Robert asked about measurement for success for each of the points under the strategic priorities. The AERR references the strategic priorities in a measurable way. Each school adapts the strategic priorities to fit their school environment and responds to them in different ways. The schools will discuss their responses to the strategic priorities in the school plan.

CMR Grant Request (MacPherson)

Note: Submitted in October (see attached report in Board agenda package).

School Council Financial Statements (MacPherson)

Note: As per Policy 17. All school council reports have been received except for one. Mr. MacPherson is working with the school principal to obtain the final report. This item will be deferred until December.

ACSTA Facilities Covenant Review (MacPherson)

Note: See report in Board agenda package.

2020-21 Trustee Honorarium (MacPherson)

Note: See report in Board agenda package.

2020 Accountability Report (Hellman)

Note: See report in Board agenda package.

Note: Mr. Leahy recognized that MHCBE is one of the highest scoring levels in the province for the AERR.

Kindergarten/ELP PD Day (Ball)

Note: See report in Board agenda package.

Communications Report (Hallas)

Note: See report in Board agenda package.

Note: A Remembrance Day video was created using 7 of the 9 schools in collaboration with CFB Suffield. It included poetry, dance, band, singing, etc. It was shared with all schools, staff and parents.

ACTION AND DISCUSSION ITEMS

COVID-19 and Education (Zarichny)

- Note: Please see attached Board report for most up to date COVID-19 information.
- Note: There is an understanding that there is a rapid growth in COVID cases and there may be a short term shut-down or quarantine. MHCBE gave staff Monday, November 9th as a working day to prepare two weeks' worth of lesson planning in case they need to quickly switch to scenario 3 (online). Feedback from staff was very positive.
- Note: Mr. Mastel wanted to thank staff for all the work they have done during COVID to keep things clean and running well.

Three Year Plan Update (Zarichny)

- Note: After attending the CASS provincial last week Mr. Zarichny informed the Board that most jurisdictions will be implementing the new Three-Year Plan model in May. The plan we use this year will be using last year's template. A large part of the new plan is engaging with stakeholders. MHCBE will work on engagement sessions and develop the new plan in the spring. After working through the engagement sessions we will move to the new model and present to the Board in April.

School Board Wards – Policy 7 (MacPherson)

- 3708 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education accept the second reading for amendments to section 1 of Policy 7 – Board Operations."

Carried unanimously.

- 3709 Motion. Robert Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education accept the third and final reading for amendments to section 1 of Policy 7 – Board Operations."

Carried unanimously.

Audit Committee – Policy 8 (MacPherson)

- 3710 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Education amend **Policy 8 – Committees of the Board** for the second 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.

- 3711 Motion. Peter Grad: "THAT the Board of Trustees for the Medicine Hat Catholic Education amend **Policy 8 – Committees of the Board** for the third and final 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.

IMR Grant (MacPherson)

3712 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2020-21 IMR Plan as presented."

Carried unanimously.

2021 School Board Elections (MacPherson)

Note: Nomination process starts January 1, 2021.

3713 Motion. Kathy Glasgo: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education:

1. Appoint Angela Cruickshank, City Clerk, as its Returning Officer for the School Board Election on October 18, 2021; and
2. Appoint Kathy Eden, Assistant City Clerk, as its Substitute Returning Officer for the School Board Election on October 18, 2021; and
3. Provide the most current 'School Board Trustee' information package for inclusion in the nomination package by December 1, 2020; and
4. In the event of a question on a ballot (section 44 of the Act), the School Board must, by resolution, provide the wording for the question to the Returning Officer no later than September 1, 2021; and
5. The School Board will enter into an agreement with the City for provision of election services for the School Board Election on October 18, 2021 under terms and conditions agreeable to both parties."

Carried unanimously.

3714 Motion. Robert Risling: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education approve the School Board Trustee Information Package as presented for inclusion into the Nomination Package for the October 18, 2021 School Board Election."

Carried unanimously.

Medicine Hat Chamber of Commerce (Mastel)

Note: It has been suggested that the Board rejoin the Chamber of Commerce as we have not been members for a number of years.

Note: This item will be deferred to the December board meeting.

SCSL Arts and Performance Center (Leahy)

Note: Mr. Leahy would like to bring the plan back to the Board before the end of the 2020-2021 school year. This will give formality to the previous Ad Hoc committee so that the project can move forward.

3715 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education will initiate efforts to build an Arts and Athletics Community Center at Monsignor McCoy High School."

Carried unanimously.

3716 Motion. David Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education ask central Office Administration and Monsignor McCoy to develop a high school dance academy that will begin classes in September 2021."

Carried unanimously.

COMMITTEE REPORTS

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

Note: Working through grievances.

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

Note: Nothing to report.

Teacher Board Advisory Committee (Glasgo)

Note: Nothing to report. A meeting will be held in December.

Support Staff Board Advisory Committee (Risling)

Note: Nothing to report.

CUPE Support Staff Board Advisory Committee (Leahy)

Note: Nothing to report.

Student Board Advisory Committee (Mastel)

Note: Nothing to report.

Audit Committee (TBD)

Note: Nothing to report.

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

Note: See discussion item and motions 3715 and 3716.

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

Note: Two positions acclaimed: Director and Alternate Director.
ASBA Governance presentation.
Zone review of budget with other zones

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

Note: Nothing to report.

Medicine Hat Catholic Schools' Education Foundation Representative (Mastel)

Note: Nothing to report.

Parent Association Representative (Glasgo)

Note: Met at the end of October in person with a virtual option. There is concern with low numbers in School Councils at the schools (Monsignor McCoy, St. Mary's, Mother Teresa). Lots of creative ideas for fundraising for the schools this year and using the money for items of the school instead of fieldtrips.

Note: Next meeting will be held virtually on November 30th.

Spiritual Leadership Scholarship Committee Representative (Leahy)

Note: Mrs. Melle and Mrs. Laing from Monsignor McCoy Highschool sent out information regarding the winners for the scholarships at the beginning of November.

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

Note: Meeting November 3rd. Once the budget is ratified the numbers will be shared with the Trustees.

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 6:06 PM.

Dick Mastel, Board Chair

Greg MacPherson, Secretary Treasurer