

MINUTES OF THE PUBLIC BOARD MEETING OF THE MEDICINE HAT CATHOLIC BOARD OF EDUCATION held at the Catholic Education Centre and livestreamed on the MHCBE YouTube Channel on March 8, 2022 at 4:30 p.m.

TRUSTEES AND OFFICERS PRESENT

Kathy Glasgo	Board Chair	
Robert Risling	Vice-Chair	
Bernie Kinch	Trustee	
David Leahy	Trustee	
Dick Mastel	Trustee	
Dwayne Zarichny	Superintendent of Schools	
Chuck Hellman	Deputy Superintendent	
Greg MacPherson	Secretary Treasurer	
Hugh Lehr	Associate Superintendent Learning Services	
Terri Ball	Early Childhood Coordinator	
Heather Irvine	Coordinator of Early Childhood Services	
Derrian Hallas	Communications Officer	ABSENT
Chelsey Lybbert	Executive Assistant to the Superintendent (Recorder)	

GUESTS

Kim Rae
Neal Siedlecki
Lon Bosch

CALL TO ORDER

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

OPENING PRAYER

Note: The opening prayer was led by Rev. Robert Risling.

LAND ACKNOWLEDGEMENT

Note: Dr. Zarichny read the land acknowledgement.

PRESENTATIONS

Excellence in Catholic Education Award

Note: Kim Rae was presented the Excellence in Catholic Education Award for being a wonderful faith-filled staff member at Notre Dame Academy. She was nominated by her administrators, Neal Siedlecki and Lon Bosch who were in attendance.

APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING – February 8, 2022

3854 Motion. Leahy: "THAT the Board of Trustees approve the minutes of the Regular Board Meeting held on February 8, 2022 as circulated."

Carried unanimously.

APPROVAL OF AGENDA

3855 Motion. Mastel: "THAT the Agenda dated March 8, 2022 be approved as circulated."

Carried unanimously.

BOARD COMMUNICATIONS

CATHOLIC EDUCATION

School Parish Relations Committee

Note: Deacon Risling will be requesting a meeting with Mrs. Irvine and Dr. Zarichny to look at next steps with this committee.

Religious Education Coordinator Report

Note: Dr. Dean Sarnecki will be coming in April to begin the Religious Education review.

Note: Ms. Glasgo will sit on Religious Education Committee as well as Deacon Risling.

BOARD WORK PLAN

Three-year and Ten-year Capital Plan

Note: Report attached in board package. The capital plan needs to be approved annually by the board.

3856 Motion. Mastel: "Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2022-25 Three Year Capital Plan as presented."

Carried unanimously.

2022-23 Fees

Note: Report attached in board package. Most fees have not changed but any changes were highlighted. School fees need to be approved annually by the board.

3857 Motion. Kinch: "Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education approve the 2022-23 school fee schedule as presented."

Carried unanimously.

Boundary Review and Attendance Areas

Note: The boundary review and attendance areas must be approved by March 31st (if there are changes). At this time there are no requests for adjustments to attendance areas. The new Coulee Ridge subdivision was looked at but can be managed in its existing boundaries of St. Patrick's School and Notre Dame Academy. No recommended changes.

Second Quarter 2021-22 Financial Update

Note: Quarterly update – actuals as of February 28, 2022. Report attached in agenda package. Mr. MacPherson presented the second quarter financial information to the board.

INFORMATION ITEMS

Strategic Priorities Update

Note: Report included in the board package. Working toward a new reporting format with the new assurance plan in May. Will move toward quarterly reports for the board on the progress made toward goals.

COVID-19 and Education

Note: Report included in the board package. We are providing a supportive environment for staff and students who choose to wear a mask. Attendance has approved since January. No significant issues with substitute shortages.

Election Campaign Disclosure Statements

Note: All candidates submitted required statements. Will be made a public document and be posted to our division website.

Budget 2022-23

Note: Report attached in board package. We will receive the same or higher funding than in 2021-2022. Funding profiles will be released on or before March 31, 2022.

Quality Teaching and Learning

Note: Report attached in board package.

Communications Report

Note: Report attached in board package.

ACTION/DISCUSSION ITEMS

Notre Dame Academy Structural Remediation

Note: Request to use \$90,000 from 2021-2022 IMR budget.

3858 Motion. Leahy: "Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education amend the 2021-22 IMR Plan to include \$90,000 for the Notre Dame Academy Structural Remediation Project."

Carried unanimously.

ACSTA Payment

Note: Board would like to rescind the motion made in September 2021 and once again pay dues to be a part of the Alberta Catholic School Trustees' Association.

3859 Motion. Risling: "Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education rescind motion 3811 that the Board of Trustees for the Medicine Hat Catholic Board of Education suspend payment to the Alberta Catholic School Trustees' Association until further notice."

Carried unanimously.

Division and School Prayers

Note: Religious Education Committee will work to develop a division prayer and a prayer for each school. Discussion around the importance of praying the school prayer each day at school.

Note: The original motion was amended to add "that would be utilized on a regular basis".

3860 Motion. Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education direct administration to develop by June 30, 2022: 1. A division prayer 2. A prayer for each school that would be utilized on a regular basis."

Carried unanimously.

Administrative Procedure - Budget

Note: Brought forward to better inform division staff of their school budget as well as provide information to parent council. The original motion was amended from October 30th to November 30th.

- 3861 Motion. Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education direct administration to develop a new administrative procedure by June 14, 2022 that will direct school administrations to:
- a. Present to both school staff and school councils a detailed briefing on:
 - i. The school budget for the current school year by November 30.
 - ii. The status of school generated fund accounts for the current school year by November 30. This briefing will include plans for the various lines in the school generated accounts
 - iii. Data from the division audit on school budgets and school generated fund accounts of the previous school year by January 30 of the current school year.
- Electronic copies of the presentations will be submitted to administration by the deadlines noted above."

Carried unanimously.

Alberta School Athletic Association

Note: Rules currently only apply to high schools and do not apply to junior high schools. Senior administration will write the letter and it will be signed by the board chair.

- 3862 Motion. Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education direct administration to develop prepare a letter to the Board of Directors of the Alberta School Athletic Association (ASAA) asking that the ASAA amend it bylaws or and guidelines to coaches to ensure that coaches are not able to:
- i. Approach students in middle school from other school divisions to recruit them to their programs. Approaches include phone calls, emails, text messages, in person conversations, messages delivered to the students by another individual on the coach's behalf.
- The letter will indicate that the ASAA should establish a process to investigate recruiting violations and set penalties to discourage the practice if the investigation shows that violations have occurred."

Carried unanimously.

Quarterly Financial Updates

Note: Trustee Leahy asked for more time to review financial reports prior to the meetings. Depending on the month the information is not always available a week before the board meeting. Mr. MacPherson will look at sharing the report the following month (i.e. second quarter financial report will be shared in April instead of March).

- 3863 Motion. Leahy: "THAT the Board of Trustees for the Medicine Hat Catholic Board of Education direct administration to ensure the quarterly financial updates are provided to trustees at least one week prior to board meetings. Administration is also directed that quarterly financial statement updates are part of the agenda packages published the Friday before board meetings.

Carried unanimously.

COMMITTEE REPORTS

Alberta Teachers' Association (ATA) Negotiation Committee

Note: Nothing to report.

Canadian Union of Public Employees (CUPE) Negotiation Committee

Note: Nothing to report.

Teacher Board Advisory Committee

Note: Next meeting in April.

Support Staff Board Advisory Committee

Note: Report included in board package.

CUPE Support Staff Advisory Committee

Note: Report included in board package.

Student Board Advisory Committee

Note: Mr. Hellman to set up a meeting for later in March 2022.

Audit Committee

Note: Meeting March 9, 2022.

SCSL Centre Committee

Note: Report included in board package. Expand committee to include representatives from junior/senior high schools.

Alberta School Boards' Association - Zone 6 Representative

Note: Nothing to report.

Alberta Catholic School Trustees' Association Representative

Note: Report included in board package.

Medicine Hat Catholic Schools' Education Foundation Representative

Note: Plans are proceeding for the golf tournament. Currently looking for sponsorship.

Parent Association Representative

Note: Meeting end of March.

Spiritual Leadership Scholarship Committee Representative

Note: Nothing to report.

Teachers' Employer Bargaining Association (TEBA) Representative

Note: Report given in the committee of the whole

CLOSING PRAYER

Note: The meeting closed with prayer led by Dick Mastel.

ADJOURNMENT

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

Note: The meeting adjourned at 6:49 PM.

Kathy Glasgo, Board Chair

Greg MacPherson, Secretary Treasurer