

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 June 14, 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
Chelsey Lybbert	Executive Assistant to the Superintendent (Recorder)

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

Note: None

APPROVAL OF THE MINUTES OF THE PUBLIC BOARD MEETING – May 10, 2022

3884 Motion. Kinch: "THAT the Board of Trustees approve the minutes of the Public Board Meeting held on May 10, 2022 as circulated."

Carried unanimously.

APPROVAL OF THE MINUTES OF THE PUBLIC BOARD MEETING – May 30, 2022

3885 Motion. Risling: "THAT the Board of Trustees approve the minutes of the Public Board Meeting held on May 30, 2022 as circulated."

Carried unanimously.

APPROVAL OF AGENDA

3886 Motion. Mastel: "THAT the Agenda dated June 14, 2022 be approved as circulated."

Carried unanimously.

BOARD COMMUNICATIONS

CATHOLIC EDUCATION

School Parish Relations Committee

Note: A meeting is scheduled with local clergy on June 29th.

Collection of Faith Related Data from Students

Note: Report attached in the board agenda package. 500 students in the diocese participated in the Synod and 300 of these students were from MHCBE. Congratulations to our students, teachers and administration for their great participation.

Collaboration with Bishop McGrattan

Note: MHCBE would like to invite Bishop McGrattan to our Religious Education Committee Meetings (trustee(s), administration, student representatives) next year. Time would be spent with the committee, students in the school and then also a separate meeting with the Board.

Note: All schools should be scheduling time to invite priests into their buildings throughout the year.

BOARD WORK PLAN

Staffing Update

Note: Two teaching positions are open (one staff member resigned, one requested a leave of absence). There is also a new position at McCoy (Teacher for International Students). Jole Krassman has transferred from Notre Dame Academy to Monsignor McCoy and will now be teaching as well as the McCoy head football coach.

Board Discussion Meetings for 2022-2023

Note: Discussion around the plan for board discussion/planning meetings for the 2022-2023 year. A retreat should be included in board plan. Decision was made to have the Chair to set discussion/planning or special meetings for the upcoming year.

INFORMATION ITEMS

Strategic Priorities Update

Note: Report attached in the board package. A new format will be presented to the Board regarding division outcomes in the fall.

St. Louis School Roofing Project

Note: Mr. MacQuarrie, Facilities and Operations Supervisor, recommends using asphalt shingles to replace shingles on the St. Louis roof. This expense has been budgeted for in the IMR plan. The division will be proceeding with asphalt shingles for this project.

AP110 – School Based Decision Making

Note: As per board motion 3861 that was made March Mr. MacPherson updated AP110 – School Based Decision Making. The AP now reflects the Board's motion that administrators will do presentations to staff and parent council regarding school budgets and school generated funds each year. All reports used for presentations will be submitted to Central Office and compiled.

Plant Operations and Maintenance Grant – Area Capacity Utilization

Note: Mr. MacPherson presented the Board with information on area capacity utilization report (attached in the board package).

Communications Report

Note: Report attached in the board package. We have hired a Communications Officer to replace Mrs. Hallas while she is on maternity leave.

ACTION/DISCUSSION ITEMS

Religious Education Review

Note: Dr. Sarnecki presented the Religious Education Review summary in the Committee of the Whole meeting. The preliminary findings of Dr. Sarnecki's report was shared with the Religious Education Committee. The Committee is working through Dr. Sarnecki's recommendations to apply new ideas in the division. Senior Administration will be generating a response to share the review results with stakeholders as well as the division's plans for moving forward. School division administrators and senior administration will be attending Marked By God Conference in the Fall.

3887 Motion. Leahy. "The Board of Trustees extends thanks to senior administration, staff, students and parents who participated in the Religious Education Review. The Board thanks all involved with their work on this important project."

Carried unanimously.

Safe Indoor Air Top-up to the Safe Return to Class Fund

Note: Mr. MacQuarrie and Mr. MacPherson recommend using the Safe Return to Class fund to improve the air quality in the schools by cleaning the furnaces, ducts and HVAC units cleaned.

3888 Motion. Mastel. "Be it resolved that the Board of Trustees for the Medicine Hat Catholic Board of Education in accordance with Policy 2 section 1.17 approve the use of the Safe Indoor Air Top-up to the Safe Return to Class fund grant of \$49,785 be used to have the furnaces, ducts and HVAC units cleaned based on a prioritized list to be developed by the Secretary Treasurer."

Carried unanimously.

Exit Interviews

Note: Discussion around the participation in exit interviews – the interviews would be voluntary. Original motion was changed to include the word "voluntary".

3889 Motion. Leahy. "Effective September 1, 2022 the Board of Trustees direct administration to institute a procedure to conduct voluntary 'Exit Interviews' with all employees who are leaving the employ of the division. In September of each year administration is directed to present a briefing note to trustees in Committee of the Whole to discuss the feedback provided in the exit interviews from the previous school year."

Carried unanimously.

Amending Administrative Procedure 430

Note: Discussion around the requirement of a pastoral reference upon hire and subsequent pastoral reference(s) before a continuous contract is offered.

3890 Motion. Leahy. "Effective September 30, 2022, the Board of Trustees directs administration to amend Administrative Procedure 430 sections 2, 3, and 4 so that they read:

2. By April 1 of their probationary year all Catholic Teachers on probationary contracts will provide Human Resources with an updated pastoral reference from a Catholic priest. **The pastoral reference must be dated after January 1, of the current year.** This will be one of the conditions to be met before an offer is made for a continuous contract.

3. By April 1 of their probationary year all non-Catholic Teachers on probationary contracts will provide Human Resources with an updated pastoral reference from a **Christian*** Minister. **The pastoral reference must be dated after January 1, of the current year.** This will be one of the conditions to be met before an offer is made for a continuous contract.

4. When the Division has a competition for an administrative position, candidates must include an up to date pastoral reference as part of the application package, in order to be eligible for short listing. **The pastoral reference must be dated after January 1 of the current year or within six months of the start date of the competition. Whichever is shortest.**

* Should there be any doubt as to whether the reference is from a Christian faith the Diocesan Office will be consulted."

Carried unanimously.

Request for Feedback from Teacher Board Advisory Committee

Note: Discussion around the role of the Teacher Board Advisory Committee and whether the Board should be asking the committee for feedback or if it would be better suited for a survey. Mr. Leahy suggested the topics are sent out to teachers and feedback is sent to the representatives of the committee to report. Mr. Kinch, as the Teacher Board Advisory Rep, would then report back to the Board with the results.

3891 Motion. Leahy. "Prior to the next Teacher Board Advisory and Support Staff Advisory meetings, administration, on behalf of the Board of Trustees, will ask teachers and support staff to provide feedback to their representatives on the following:

i. **Inclusion**: Please provide feedback on access to resources and the amount of support you are being provided. What is working well; what is not working well.

ii. **International Education**: Please provide feedback on the access to resources and the amount of support you are being provided. What is working well; what is not working well."

Defeated 3-2.

In favour: Leahy, Risling

Opposed: Kinch, Glasgo, Mastel

Amending Strategic Priority Four of the Four-Year Plan

Note: Discussion around changing the "Sisters of Charity of St. Louis Centre" strategic priority to align with the Capital Plan.

3892 Motion. Leahy. "THAT Strategic Priority Four of the Medicine Hat Catholic School Board's Four-Year Plan be changed to the following: 'The replacement and consolidation of St. Francis Xavier School as outlined in the Division Capital Plan'."

Carried 4-1.

In favour: Glasgo, Leahy, Mastel, Risling

Opposed: Kinch

Financial Analysis of Budget Surpluses

3893 Motion. Leahy. "The Trustees of the Medicine Hat Catholic Board of Education request that the Board's Audit Committee work with the Financial Services Department to analyze the last three surplus budgets to determine if there are any trends. The audit committee is asked to present a report to the Board of Trustees by January 15, 2023."

Carried unanimously.

COMMITTEE REPORTS

Alberta Teachers' Association (ATA) Negotiation Committee

Note: ATA voted to accept the recommendation of the mediator. Voting concluded Wednesday, June 8. Effective Friday there is a 0.05% increase for ATA staff.

Canadian Union of Public Employees (CUPE) Negotiation Committee

Note: Nothing to report.

Teacher Board Advisory Committee

Note: Nothing to report.

Support Staff Board Advisory Committee

Note: A meeting was held June 7. Mr. Hellman informed the group that a support staff negotiation committee will be formed in the fall.

CUPE Support Staff Advisory Committee

Note: Last meeting was cancelled due to lack of agenda items.

Student Board Advisory Committee

Note: Nothing to report.

Audit Committee

Note: Nothing to report.

Division Consolidation Planning Committee

Note: Mr. MacPherson is working on a draft for value scoping for project. He will be sending it to Alberta Infrastructure once complete.

Alberta School Boards' Association - Zone 6 Representative

Note: Last meeting was held on May 17th in Taber. Bill 15 had its third reading. ASBA has had effective bargaining with curriculum. There was a 3% proposed increase in membership fees – decreased to 0% (no fee) increase this year.

Alberta Catholic School Trustees' Association Representative

Note: Report included in board package.

Medicine Hat Catholic Schools' Education Foundation Representative

Note: Golf Tournament was on Friday. Evaluation meeting will be held June 21st.

Parent Association Representative

Note: Report included in board package.

Teachers' Employer Bargaining Association (TEBA) Representative

Note: Nothing to report.

CLOSING PRAYER

Note: The meeting closed with prayer led by Mr. Leahy.

ADJOURNMENT

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

Note: The meeting adjourned at 6:28 PM.

Kathy Glasgo, Board Chair

Greg MacPherson, Secretary Treasurer