

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF MEDICINE HAT SCHOOL DISTRICT NO. 76 HELD IN THE BOARD ROOM IN THE SCHOOL DISTRICT ADMINISTRATION OFFICE ON TUESDAY, OCTOBER 24, 2017 AT 6:10 P.M.

TRUSTEES PRESENT: Mr. Rick Massini, Ms. Catherine Wilson Fraser, Ms. Deborah Forbes, Mrs. Carolyn Freeman, Ms. Celina Symmonds

OFFICIALS PRESENT: Mr. Mark Davidson, Superintendent
Mr. Lyle Cunningham, Deputy Superintendent
Mr. Jerry Labossiere, Secretary Treasurer
Mrs. Tracy Hensel, Associate Superintendent
Mr. Corey Sadlemyer, Assistant Superintendent

OTHERS PRESENT: Mr. Curtis Perrin, Teacher, Crescent Heights High School

CHAIR: Mr. Rick Massini

RECORDING SECRETARY: Mrs. Angie Lesko

I. APPROVAL OF AGENDA

9. Ms. Wilson Fraser **THAT** the agenda be approved as presented.

CARRIED

II. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular Board meeting held on Tuesday, September 26, 2017, the Committee of the Whole meetings held on Tuesday, September 26, 2017 and Tuesday, October 10, 2017.

10. Ms. Forbes **THAT** the minutes of the Regular Board meeting held on Tuesday, September 26, 2017, the Committee of the Whole meetings held on Tuesday, September 26, 2017 and Tuesday, October 10, 2017 be adopted as presented.

CARRIED

III. CORRESPONDENCE

1. Thank You Card for World Teacher Day

Elm Street School sent a thank you card in appreciation of the fruit basket sent to them on World Teacher Day.

IV. RECOGNITIONS/ACCOMPLISHMENTS

1. River Run

Congratulations and thank you to Elm Street School for hosting the annual River Flats Run on Friday, September 29, 2017.

2. World Teacher Day – October 5th

In recognition of World Teacher Day on October 5, 2017, we would like to thank and recognize our teachers for their tremendous commitment, caring approach and expertise that they foster in our schools. The work that they do with students, families and colleagues is outstanding.

3. Welcome Back BBQ

The Board sends its appreciation to the staff of Dr. Roy Wilson Learning Centre for organizing the “We Survived September” BBQ and to all staff and family members who attended the event. The evening provided excellent food, great entertainment and a time to spend with fellow employees, families and friends. It was great to feel the positive energy and to see the tremendous number of people out for this event.

V. ITEMS FOR ACTION

1. CHHS Field Trip Request – Florida, USA

Mr. Curtis Perrin, band teacher at Crescent Heights High School, requested permission for students to travel to Florida, USA. A Field Trip request form was attached for information.

It was recommended that the Board approve, in principle, this field trip for Crescent Heights High School students to travel to Florida, USA on Wednesday, May 16, 2018 to Tuesday, May 22, 2018, subject to the following conditions:

- a) that the Secretary Treasurer’s Department give initial approval to the destination and that the submitted itinerary be approved;
- b) that the District’s Student Waiver Forms be signed by all parents;

- c) that there be no cost to the Board, other than the cost of substitute teachers for approved supervising teachers traveling on the Field Trip;
- d) that any adults participating in the trip who are not designated supervisors be informed and sign a release that the Board does not accept any responsibility (liability or otherwise) as a result of their participation;
- e) that all students and designated chaperones are required to obtain the School District Travel Insurance (medical, trip cancellation/interruption and baggage).
- f) that criminal record checks be obtained for parent supervisors (non-district personnel);
- g) that the Principal/Teacher responsible continue to monitor and keep track of the travel advisories and ensure that students and parents are aware that the trip could be cancelled;
- h) that the Principal/Teacher comply with all criteria set out in Policy 770 and the International Travel Guidelines;
- i) that a letter be signed by each parent granting permission for their child to travel out-of-the-country with another specifically named adult;
- j) that each student be in possession of a passport, valid for at least six months beyond the expected return date;
- k) that each parent be given a copy of the letter from the Superintendent, re: measles immunization.

11. Mrs. Freeman

THAT the Board approve, in principle, the field trip for Crescent Heights High School students to travel to Florida, USA on Wednesday, May 16, 2018 to Tuesday, May 22, 2018, subject to the conditions specified.

CARRIED

2. Critical Milestones

The Critical Milestones Plan for the 2017-2018 school year was enclosed. It was recommended that the Board approve this plan for the upcoming year.

12. Ms. Symmonds

THAT the Board approve the Critical Milestones for the 2017-2018 school year as presented.

CARRIED

3. **Policy Recommendations: October 2, 2017
Coordinating Committee Meeting**

The Coordinating Committee reviewed, revised and recommended that the following policies be forwarded to the Board of Trustees. The Administrative Procedures as well as Exhibits have also been revised and/or included for information.

This process was initiated as a result of *Bill 1, An Act to Reduce School Fees*.

It was recommended that the Board of Trustees approve the following revised policies/procedures:

- a) Policy 650 – Student Fees
- b) 650 P 001 – Student Fees
- c) 650 E 002 – Secondary Schools’ Fee Schedule
- d) 411 P 001 – Allocation of Instructional Block Resources and Respective Responsibilities
- e) 411 P 002 – Site Based Staffing Allocations
- f) 411 P 003 – Inclusive Education Allocation
*new
- g) 411 E 001 – Site-Based Budgets
- h) 411 E 002 – Instrument User Fee Rental Rates

13. Ms. Wilson Fraser

THAT the Board approve Policy 650 – Student Fees, as presented.

CARRIED

4. **Accountability Pillar Results**

An overview of the District Accountability Pillar results was provided.

Mr. Sadlemyer reported that the results of the safe and caring school measure is high, but reflects a decline from previous years. As the data was analyzed more closely, he noted that some staff members replied “I don’t know” to questions related to the safety of students when going back and forth to school. A similar situation was evident related to student answers regarding the Program of Studies.

This data has been shared with School Administrators and they have been asked to identify lead indicators to support desired outcomes.

14. Ms. Wilson Fraser

THAT the Board of Trustees receive the Accountability Pillar Results Report for information.

CARRIED

5. Nominations for Zone/Provincial Office of ASBA

ASBA Zone 6 will hold elections for a number of positions at its November meeting:

- a) Zone 6 Chair
- b) Zone 6 Vice-Chair
- c) Economic Representative
- d) Edwin Parr Committee Chair
(and some others that usually are filled by appointment as they are seldom contested)

Trustees were asked to let the Chair know if they are interested in any of these positions.

VI. PRESENTATIONS

1. Student Services Team Plan

Annually, the District Student Services team identifies priorities for the next school year to align with the vision of the District and to support success for all learners. A plan is then developed to action these priorities to build capacity in the District.

The District is engaged in a process to review and align supports and services within the Continuum of Supports. Existing specialized programs and services are being reviewed to reflect on how they support students.

Currently there is at least one Classroom Support Teacher at every school. The District will work to establish a clearly defined role description to outline how CSTs can support the District direction.

The Behaviour Emotional Support Team works “adult to adult” to support the implementation of behaviour intervention plans in the school and home. The team consists of a Behaviour Support Teacher, a Behaviour Educational Assistant, a Family Enhancement Facilitator, as well as the District Psychologist.

VII. REPORTS OF COMMITTEES

1. Coordinating Committee

Minutes of the October 2, 2017 Coordinating Committee meeting were attached.

15. Ms. Wilson Fraser

THAT the minutes of the October 2, 2017 Coordinating Committee be accepted for information.

CARRIED

VIII. ITEMS FOR INFORMATION

1. Trustee Reports

As part of the Board's goal of "Putting the Public Back into Public Education" Trustees are reporting on their activities since the previous meeting.

Ms. Wilson Fraser attended the election forums and the school opening ceremonies at Dr. Ken Sauer School and MHHS, as well as the Welcome Back BBQ.

Ms. Forbes attended the election forums and the school opening ceremonies at Dr. Ken Sauer School and MHHS.

Mrs. Freeman attended the election forums, the Elm Street River Run, school opening ceremonies at Dr. Ken Sauer School and MHHS and the Welcome Back BBQ.

Mr. Massini attended the election forums, school opening ceremonies at Dr. Ken Sauer School and MHHS, Ross Glen School Council meeting, Rangeland football games and the volleyball tournament at MHHS, as well as the Welcome Back BBQ.

2. Enrolment Update

Mr. Cunningham reported that the District enrolment for September 30th is 7,440 students. Overall this is a net increase of 22 students from this time last year.

3. **National School Boards Association (NSBA) Conference**

The annual NSBA conference will be held on Saturday, April 7 to Monday, April 9, 2018 at the Henry B. Gonzalez Convention Center, San Antonio, Texas.

The conference schedule is available online at <http://www.nsba.org/conference>. Registration opens on October 18, 2017 and accommodations can be arranged only after registration is complete.

4. **PSBA Fall General Meeting**

The PSBA Fall General Meeting will be held in Edmonton on November 15 to 17, 2017. Registration and a general overview are online at <http://www.public-schools.ab.ca/>.

The 2017 Fall Events Student Voice Program is being held on November 15 and November 16, 2017.

5. **ASBA Fall General Meeting “Dreaming Our Legacy”**

The ASBA Fall Event and General Meeting will be held in Edmonton on November 19 to 21, 2017. The business session will run on November 20, 2017. Online registration is available at <http://www.asba.ab.ca/learning/fgm-2017>.

IX. **MOVE TO COMMITTEE OF THE WHOLE**

16. Mrs. Freeman

THAT the Board move to Committee of the Whole to discuss certain confidential matters.

CARRIED

The Board moved to Committee of the Whole at 7:20 p.m.

X. **RECONVENE TO OPEN BOARD MEETING**

The Board reconvened to the open board meeting at 7:35 p.m.

XI. **ACTION ARISING OUT OF THE COMMITTEE OF THE WHOLE MEETING**

17. Ms. Forbes

THAT the Board approve Personnel Matter # 2017-06, as discussed.

CARRIED

XII. **ADJOURNMENT**

18. Ms. Wilson Fraser

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 7:36 p.m.

CHAIR

SECRETARY TREASURER