



MEDICINE HAT SCHOOL DISTRICT NO. 76

REGULAR MEETING

A G E N D A

Tuesday, October 13, 2015 - 6:15 p.m.

I. APPROVAL OF AGENDA

II. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular Board meeting held on **Tuesday, September 15, 2015** and Committee of the Whole meetings held on **Tuesday, September 15, 2015** and **October 6, 2015**.

TR

III. CORRESPONDENCE

1. **Copy of thank you card from Ty Mitchell re: Thelma Berkeley Robinson Scholarship**

TR

[Enclosure No. 1](#)

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IV. RECOGNITIONS/ACCOMPLISHMENTS

1. **River Run**

Congratulations and thank you to Elm Street School for hosting the annual River Flats Run on September 25th. Approximately 1635 people participated in this great community event.

LC

2. **World Teachers' Day – October 5th**

In recognition of World Teachers' Day on October 5, 2014, 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.

LC

3. **Welcome Back BBQ**

The Board sends its appreciation to the staff of Crescent Heights High School for organizing the Welcome Back 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.

LC

V. **PRESENTATIONS**

1. **Assessment Initiative Update**

The District continues to focus on the District goal of enhancing instruction to improve learning for all students. The focus of this work has shifted to assessment practice. An update will be provided.

LC/TF/ND

2. **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 goals and increase the capacity of the team and in the District. These plans are developed based on best practice and research.

SF

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3. **Royal Canadian Legion**

Sheila Donner, President of the Royal Canadian Legion Branch #17, Medicine Hat, will speak to the Board about the importance of teachers in our District engaging their students in discussions about the sacrifices made by veterans and the importance of Remembrance.

LC/SD

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VI. **ITEMS FOR ACTION**

1. **MHHS Field Trip Request to London, U.K. and Ireland**

Ms. Jennifer Davies, teacher at Crescent Heights High School, is requesting permission for students from Crescent Heights High School to travel to London, U.K. and Ireland on March 22 – April 1, 2016. A Field Trip request form is attached.

It is recommended that the Board approve, in principle, a field trip for students from Crescent Heights High School to travel to London, U.K. and Ireland for the period March 22 – April 1, 2016, 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 743 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.

LC

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Page No. 23

2. Modular Classroom Program

The submission deadline to Alberta Education for requesting new modular classrooms and relocations for the 2016-2017 school year is November 2, 2015.

The District is planning to request 4 additional modular classrooms for Dr. Roy Wilson Learning Centre. This will complete the build out of the school to its full 900 capacity to allow for the addition of Grade 9. Also, a request for the relocation of 2 modular classrooms from George Davison School to Herald School should be submitted. Herald School is using their library, music room and staff room as classrooms. The utilization factor is 118% for September 30, 2015. Two additional modular classrooms will provide the necessary classroom space and return the library, music and staff rooms to their original use.

It is recommended that the Board approve the request for 4 new modular classrooms at Dr. Roy Wilson Learning Centre and the relocation of 2 modular classrooms from George Davison School to Herald School.

JL/AC

3. Policies

The Coordinating Committee reviewed, revised and recommended that the following Policies and Procedure be forwarded to the Board of Trustees.

It is recommended that the Board of Trustees approve the following revised policies:

- a) Policy 212: Policy on Policy Review
- b) Policy 667: Student Interviews by Police and Child Protection Services

It is recommended that the Board of Trustees receive the following revised Procedure:

- a) Procedure 667 P 001: Student Interviews by Police and Child Protection Services

CWF/LC

[Enclosure Nos. 5 and 6](#)
Page Nos. 27 and 29

4. Review of Provincial Examination Results

An overview of the 2014/15 achievement test and diploma examination results will be provided.

LC

5. Accountability Pillar Results

The data for the fall is provided as information. An overview of the District Accountability Pillar results will be provided.

LC

Separate and [Enclosure No. 7](#)
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6. Nominations to Provincial Executive PSBA

Mr. Massini will be submitting his name for the position of First Vice-President of the Public School Boards' Association of Alberta (PSBAA). If successful, this would be his second, two-year term in this position.

It is recommended that the Board endorse Mr. Massini's nomination and that a letter be sent to Chairs of Member Boards of the PSBAA seeking their support.

RM

7. Nominations for Zone/Provincial Office of ASBA

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

- i) Zone 6 Chair
- ii) Zone 6 Vice-Chair

- iii) Economic Representative
 - iv) Edwin Parr Committee Chair
- (and some others that usually are filled by appointment as they are seldom contested)

The Provincial ASBA will be electing a:

- i) President
 - ii) Vice-President
- and some Zone representatives (but not Zone 6 representatives)

TR

VII. REPORTS OF COMMITTEES

1. Coordinating Committee

Minutes of the September 28, 2015 Coordinating Committee meeting are attached.

CWF

[Enclosure No. 8](#)

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2. Medicine Hat Public Schools' Education Foundation

Minutes of the Organizational and Regular Medicine Hat Public Schools' Education Foundation meetings, held on September 30, 2015, are attached.

RM

[Enclosure Nos. 9 and 10](#)

Page Nos. 39 and 41

3. Quad Student Council

The Student Council representatives from the secondary schools (Grades 7-12) met on October 7, 2015. An update will be provided.

RM

VIII. ITEMS FOR INFORMATION

1. School Visit Reports

As part of the Board's goal of "Putting the Public Back into Public Education" trustees were visiting one school each year for the next three years. This is a chance to share the governance perceptions from trustees in this goal.

TR

2. 2015-2016 Infrastructure Maintenance and Renewal Program (IMR) – Expenditure Plan

Alberta Education is providing capital funding of \$1,364,448 under the 2015-2016 Infrastructure Maintenance and Renewal Program. At present, the District has \$2,787,868

of unutilized carry-forward IMR funds from previous years. Enclosed is the Medicine Hat School District No. 76 Infrastructure Maintenance and Renewal Program Expenditure Plan for the program year 2015-2016.

JL/AC

[Enclosure No. 11](#)

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3. **MHHS Field Trip to San Diego**

On June 16, 2015 the Board approved, in principle, a field trip request from Medicine Hat High School to travel to San Diego, California on December 26-31, 2015. Mr. Harrold, teacher, wishes to inform the Board that they will not be proceeding with the trip at this time.

LC

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

The annual NSBA conference will be held on April 9-11, 2016 in Boston. The conference schedule is available on the website – <http://www.nsba.org/conference>. Registration opens on October 28, 2015 and accommodations can be arranged only after registration is complete.

LC

5. **Enrollment Update**

The student enrollment numbers for September 30th are provided.

BG

Separate Enclosure and [Enclosure No. 12](#)

Page No. 47

6. **WE Day Event – October 27, 2015**

The District is pleased to have a large number of schools and students attending the WE Day event in Calgary on October 27, 2015. This is a tremendous opportunity for developing tomorrow's citizens and global citizens. There are 14 schools participating in this year's event and a total of 232 students and teachers involved. Our District has secured 4 "Honoured Guest" tickets. These tickets are for Trustees and Central Office staff who wish to participate.

LC

7. **PSBA Fall General Meeting**

The PSBA Fall General Meeting will be held in Edmonton on October 21-23, 2015. Registration and a general overview are online at <http://www.public-schools.ab.ca/>.

RM

8. ASBA Fall General Meeting

The ASBA Fall Event and General Meeting will be held in Edmonton on November 15-17, 2015. Online registration is not available at this time.

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IX. MOVE TO COMMITTEE OF THE WHOLE

It is recommended that the Board move to Committee of the Whole to discuss certain confidential matters.

TR

X. RECONVENE TO OPEN BOARD MEETING

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

XII. ADJOURNMENT