

Board Agenda

November 29, 2022



**Medicine Hat Public Board of Education
Operating as Medicine Hat Public School Division**



MEDICINE HAT PUBLIC BOARD OF EDUCATION
OPERATING AS MEDICINE HAT PUBLIC SCHOOL DIVISION
REGULAR SCHOOL BOARD MEETING

I N D E X

TUESDAY, NOVEMBER 29, 2022

CENTRAL OFFICE – BOARD ROOM

SCHOOL DIVISION ADMINISTRATION OFFICE

601 – First Avenue S.W.
Medicine Hat, Alberta
T1A 4Y7

- I. **CALL MEETING TO ORDER**
- II. **MOVE TO COMMITTEE OF THE WHOLE**
- III. **RECONVENE TO OPEN BOARD MEETING**
- IV. **TREATY 7 LAND ACKNOWLEDGEMENT**
- V. **INTRODUCTION OF STUDENT TRUSTEES**
- VI. **APPROVAL OF AGENDA**
- VII. **ADOPTION OF MINUTES**
- VIII. **PRESENTATION**
 1. Cyberbullying
- IX. **RECOGNITION/ACCOMPLISHMENTS**
 1. Alberta Teachers' Association Inductees
 2. Remembrance Day Ceremonies
 3. Medicine Hat Junior Hawks Win Provincials
- X. **ITEMS FOR ACTION**
 1. Audited Financial Statements 2021-2022
 2. Policy Updates
 3. Annual Education Results Report (AERR)
 4. Board Committee Appointments
 5. Approval In Principle: International Trip to Hawaii

XI. REPORTS OF COMMITTEES

1. Division Council of School Councils
2. Coordinating Committee Meeting
3. Alberta School Boards' Association Fall General Meeting

XII. ITEMS FOR INFORMATION

1. Administrative Procedure and Exhibit Updates

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

XIV. ADJOURNMENT



MEDICINE HAT PUBLIC BOARD OF EDUCATION
OPERATING AS MEDICINE HAT PUBLIC SCHOOL DIVISION

REGULAR MEETING
TUESDAY, NOVEMBER 29, 2022 - 5:30 P.M.

CENTRAL OFFICE – BOARD ROOM

A G E N D A

I. CALL MEETING TO ORDER

II. MOVE TO COMMITTEE OF THE WHOLE

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

CW

III. RECONVENE TO OPEN BOARD MEETING

IV. TREATY 7 LAND ACKNOWLEDGEMENT

We acknowledge that we are on the traditional territory of the Blackfoot Confederacy and the people of Treaty 7 Region in Southern Alberta. We honour and acknowledge the homeland of the Métis people. We are grateful for the traditional Knowledge Keepers and Elders who are still with us today and those who have gone before us.

CW

V. INTRODUCTION OF STUDENT TRUSTEES

The Board of Trustees welcomes Medicine Hat High School Teacher, Ricky Hildebrand, in attendance with Medicine Hat High School student delegates:

Moh Khawaja	Andrea Perez	Aryanna Rowinski
Tyson Van Ham	Madison Zilkie	

CW

VI. APPROVAL OF AGENDA

VII. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Organizational meeting held on **Tuesday, October 25, 2022**, and the Regular Board meetings held on **Tuesday, October 25, 2022**, and **Tuesday, November 8, 2022**, and the Committee of the Whole meetings held on **Tuesday, October 25, 2022**, and **Tuesday, November 8, 2022**.

CW

VIII. PRESENTATION

1. Cyberbullying

Constable Brent Bohrn will be presenting on Cyberbullying.

CW

IX. RECOGNITION/ACCOMPLISHMENTS

1. Alberta Teachers' Association Inductees

Medicine Hat Public School Division would like to extend congratulations to all our teachers that have been inducted to the Alberta Teachers' Association Local No.1.

CW

2. Remembrance Day Ceremonies

We extend our appreciation to Medicine Hat Public School Division staff for helping students understand our history and the importance of Remembrance Day, and for honouring and recognizing those who made great sacrifices to give us the freedoms that we have today.

MD

3. Medicine Hat Junior Hawks Win Provincials

Medicine Hat Junior Hawks won Provincial Championship on Saturday, November 12, 2022.

PG

X. ITEMS FOR ACTION

1. Audited Financial Statements 2021-2022

An external audit is required on an annual basis. The Board's external auditors, Avail LLP, have completed their audit of 2021-2022.

The attached Audited Financial Statements are hereby presented to the Board for their review and adoption as the official financial results for the year ending August 31, 2022.

It is recommended that the Board officially approve the enclosed Audited Financial Statements for the year ending August 31, 2022.

JL/LD

[Enclosure No. 1](#)

[Enclosure No. 2](#)

2. Policy Updates

The following policies have been updated and circulated for review. The Coordinating Committee reviewed these changes at their October 24, 2022, meeting. It is recommended that the Board of Trustees approve Policies 503, 510, 512, 536, Policy 610, 612 and 614 as presented.

Of note: updates to the respective administrative procedures and exhibits have been enclosed for information.

Policy 503 – Welcoming, Caring, Respectful and Safe Learning and Workplace Environments

[Enclosure No. 3](#)

Policy 510 – Teacher Growth, Supervision and Evaluation

[Enclosure No. 4](#)

Policy 512 – Administrator Growth, Supervision and Evaluation

[Enclosure No. 5](#)

Policy 536 – Police Information Check (PIC – Children’s Services Intervention Record Check (CSIRC) [Enclosure No. 6](#)

Policy 610 – Inclusive Education [Enclosure No. 7](#)

Policy 612 – Welcoming, Caring, Respectful and Safe Learning Environments [Enclosure No. 8](#)

Policy 614 – Sexual Orientation and Gender Identity [Enclosure No. 9](#)

LC/TH

3. Annual Education Results Report (AERR)

The Division’s Annual Education Results Report is enclosed. It is recommended that the Board approved the Annual Education Results Report as presented.

CS

Forthcoming Enclosure

4. Board Committee Appointments

It is recommended that the Board approve the proposed assignment to Board Committees for 2022-2023.

CW

[Enclosure No. 10](#)

5. Approval in Principle: International Trip to Hawaii

It is recommended that the Board approve, in principle, an international off-site activity for Jarrett Bardal, representing students from Medicine Hat High School (Sr. Girls Volleyball) to travel to Hawaii, USA for the period Saturday, October 7, 2023, to Sunday, October 15, 2023, 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 Division’s student informed consent 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 trip;
- d) that all funds related to this trip be managed by the School Bookkeeper at your location.
- e) that the School Trip Accounting Template be completed and submitted to the Secretary Treasurer’s department no later than 20 days after your trip;
- f) that all volunteer forms are completed including criminal record checks;
- g) that all students and chaperones are required to obtain the School Division Travel Insurance (medical, trip cancellation/interruption and baggage);
- h) 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;
- i) that the Principal/Teacher comply with all criteria set out in Policy 720;
- j) that a letter be signed by each parent granting permission for their child to travel out-of-the-country with another specifically named adult;
- k) that each student be in possession of a passport, valid for at least six months beyond the expected return date.

MD

[Enclosure No. 11](#)
[Enclosure No. 12](#)

XI. REPORTS OF COMMITTEES

1. Division Council of School Councils

The Division Council of School Council held a meeting on Thursday, October 20, 2022. The minutes from the meeting are enclosed for information.

CW/MD

[Enclosure No. 13](#)

2. Coordinating Committee

The Coordinating Committee held their meeting on Monday, October 24, 2022. The meeting minutes are enclosed for information.

YS/MD

[Enclosure No. 14](#)

3. Alberta School Boards' Association Fall General Meeting

The ASBA Fall General Meeting was held on November 20 to 22, 2022. The Business Session was held on Monday, November 21, 2022, followed by a morning of professional development on Tuesday, November 22, 2022. An update will be provided.

CW/PG/RM/YS/MD/JP

XII. ITEMS FOR INFORMATION

1. Administrative Procedure and Exhibit Updates

510 AP 001 – Teacher Growth, Supervision and Evaluation

[Enclosure No. 15](#)

512 AP 001 – Administrator Growth, Supervision and Evaluation

[Enclosure No. 16](#)

536 AP 001 – Police Information Check (PIC – Children's Services
Intervention Record Check (CSIRC)

[Enclosure No. 17](#)

612 AP 004 – Assessing Potential Threat Making and High-Risk
Student Behaviors (New)

[Enclosure No. 18](#)

612 E 003 – Fair Notice Letter (New)

[Enclosure No. 19](#)

614 AP 001 – Sexual Orientation and Gender Identity

[Enclosure No. 20](#)

614 E 001 – Sexual Orientation and Gender Identity: Basic Terms

[Enclosure No. 21](#)

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

XIV. ADJOURNMENT