



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

I N D E X

TUESDAY, NOVEMBER 23, 2021

ZOOM MEETING

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. **APPROVAL OF AGENDA**
- VI. **ADOPTION OF MINUTES**
- VII. **RECOGNITION/ACCOMPLISHMENTS**
 - 1. Recognition of Trustees Upon Completion of Service
 - 2. Alberta School Board Association Long Service Awards
 - 3. Remembrance Day Ceremonies
- VIII. **PRESENTATION**
 - 1. Mr. Michael Seitz
 - 2. Human Resources
- IX. **ITEMS FOR ACTION**
 - 1. Audited Financial Statements 2020-2021
 - 2. Policy 902: Friends of Education Awards
 - 3. Modular Requests for 2021-2022
 - 4. Annual Education Results Report (AERR)
 - 5. Board Committee Appointments

X. ITEMS FOR INFORMATION

1. Administrative Procedure Updates
2. Alberta School Boards' Association: Zone 6 General Meeting
3. Alberta School Boards' Association: Fall General Meeting
4. Public School Boards' Association of Alberta: Fall Conference

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

XII. ADJOURNMENT



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

REGULAR MEETING
VIA ZOOM

TUESDAY, NOVEMBER 23, 2021 - 5:30 P.M.

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. APPROVAL OF AGENDA

VI. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Organizational meeting held on **Tuesday, October 26, 2021**, and the Regular Board meetings held on **Tuesday, October 26, 2021**, and **Tuesday, November 9, 2021** and the Committee of the Whole meetings held on **Tuesday, October 26, 2021**, and **Tuesday, November 9, 2021**.

CW

VII. RECOGNITION/ACCOMPLISHMENTS

1. Recognition of Trustees Upon Completion of Service

The Board of Trustees wishes to honour and recognize the contributions of two former members of our Board: Mrs. Carolyn Freeman and Mrs. Celina Symmonds.

A package has been delivered to each former trustee in recognition of their service.

CW

2. **Alberta School Board Association Long Service Awards**

Congratulations to Carolyn Freeman, Catherine Wilson, Rick Massini and Deborah Forbes for being awarded the Alberta School Boards' Association Long Service Award.

MD

3. **Remembrance Day Ceremonies**

We would like to extend our appreciation to Medicine Hat Public School Division staff for helping students recognize the importance of Remembrance Day.

MD

VIII. **PRESENTATION**

1. **Mr. Michael Seitz**

Mr. Seitz will present to the Board his suggested amendments to administrative procedure [504 P 004: Voluntary Retirement Plan](#).

CW

2. **Human Resources**

The Human Resources Team will provide an update to the Board.

LC

IX. **ITEMS FOR ACTION**

1. **Audited Financial Statements 2020-2021**

An external audit is required on an annual basis. The Board's external auditors, Avail LLP, have completed their audit of 2020-2021.

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, 2021.

It is recommended that the Board officially approve the enclosed Audited Financial Statements for the year ending August 31, 2021.

CW/JL/LD

[Enclosure No. 1](#)

[Enclosure No. 2](#)

2. **Policy 902: Friends of Education Awards**

The Board formed a committee to update the process for the Honoured Educator and Friends of Education Awards in May 2021. The Coordinating Committee reviewed the changes at their October 4, 2021 meeting.

It is recommended that the Board of Trustees approve Policy 902: Friends of Education Award as enclosed. The [original Policy is here](#).

RM/MD/LC

[Enclosure No. 3](#)

3. Modular Requests for 2021-2022

The Modular Program allows School Boards to request new modulars, to relocate existing units, to demolish units or to offer up any surplus units to other Districts.

It is recommended that the Board approve the request for the removal and demolition of the six (6) existing (circa 1979) modular classrooms located at Southview School for the summer of 2022.

JL

4. 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

[Enclosure No. 4](#)

5. Board Committee Appointments

It is recommended that the Board approve the proposed assignment to Board Committees for 2021-2022.

CW

[Enclosure No. 5](#)

X. ITEMS FOR INFORMATION

1. Administrative Procedure Updates

[522 P 001 – Honoured Educator Award](#)

[902 P 001 – Friends of Education Award](#)

2. Alberta School Boards' Association: Zone 6 General Meeting

A summary of the Alberta School Board Association: Zone 6 general meeting is enclosed for information.

YS/CW

[Enclosure No. 6](#)

3. Alberta School Boards' Association: Fall General Meeting

Ms. Catherine Wilson, Mrs. Yvonne Sissons and Mr. Mark Davidson attended the Business Session of the ASBA Fall General Meeting on Monday, November 15, 2021.

4. Public School Boards' Association of Alberta: Fall Conference

Mr. Rick Massini, Mr. Pat Grisonich, Mrs. Yvonne Sissons and Mr. Mark Davidson attended the PSBAA Fall Conference in Edmonton on November 17–19, 2021.

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

XII. ADJOURNMENT