



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

REGULAR MEETING
CENTRAL OFFICE BOARD ROOM

TUESDAY, OCTOBER 23, 2018 - 6:15 P.M.

A G E N D A

I. APPROVAL OF AGENDA

II. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular Board meeting held on **Tuesday, September 25, 2018** and **Tuesday October 9, 2018**, the Committee of the Whole meetings held on **Tuesday, September 25, 2018** and **Tuesday, October 9, 2018**.

CHAIR

III. CORRESPONDENCE

1. Thank You: World Teacher Day

Schools sent their appreciation for the fruit baskets sent out on October 5 in honour of World Teacher Day.

MD

2. Thank You: Thelma Berkeley Robinson Scholarship

A thank you card was received from Brooks Sadden from Dr. Roy Wilson Learning Centre in appreciation of this scholarship.

MD

IV. RECOGNITIONS/ACCOMPLISHMENTS

1. River Run – September 28, 2018

Congratulations and thank you to Elm Street School for hosting the annual River Flats Run on Friday, September 28, 2018.

MD

2. Welcome Back BBQ – September 26, 2018

The Board sends its appreciation to the staff of River Heights and Elm Street Schools for organizing the Annual 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.

MD

V. ITEMS FOR ACTION

1. Medicine Hat High School Field Trip – Request for Approval in Principle

It is recommended that the Board approve, in principle, a field trip for Connie Atkison, teacher from Medicine Hat High School to travel to New York City for the period Saturday, March 9, 2019 to Wednesday, March 13, 2019 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 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 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;
- g) that all students and designated chaperones are required to obtain the School District Travel Insurance (medical, trip cancellation/interruption and baggage);
- h) that criminal record checks be obtained for parent supervisors (non-district personnel);
- i) 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;
- j) that the Principal/Teacher comply with all criteria set out in Policy 770 and the International Travel Guidelines;
- k) that a letter be signed by each parent granting permission for their child to travel out-of-the-country with another specifically named adult;
- l) that each student be in possession of a passport, valid for at least six months beyond the expected return date;
- m) that each parent be given a copy of the letter from the Superintendent, re: measles immunization.

MD

[Enclosure No. 1](#)

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2. Policy Recommendations

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

It is recommended that the Board of Trustees approve the following revisions:

- a) Policy 825 Use of Tobacco, Recreational Cannabis and Smoking Materials. This Policy was revised and a new procedure drafted.
- b) Policy 204 Board Committees, Policy 631 Appeals and Hearings Regarding Student Matters and 660 P 001 School Discipline were all revised.
- c) Policy 675 Weapons was revised.
- d) Policy 655 Service and Education Assistance Animals in School. This Policy is newly drafted including a procedure and two exhibits.

CF/MD

Policy 825 and 825 P 001 [Enclosure No. 2](#)
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Policy 204 [Enclosure No. 3](#)
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Policy 631 [Enclosure No. 4](#)
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660 P 001 [Enclosure No. 5](#)
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Policy 675 [Enclosure No. 6](#)
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Policy 655, 655 P 001, 655 E 001, 655 E 002 [Enclosure No. 7](#)
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3. Accountability Pillar Results

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

CS

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4. 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) Zone 6 Representative to External Organizations
- d) Zone 6 Labour Relations Coordinator
- e) Edwin Parr Coordinator
- f) Handbook Review Coordinator
- g) Professional Learning Coordinator

CHAIR

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.

TH/CS

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VII. REPORTS OF COMMITTEES

1. Coordinating Committee

Minutes of the October 1, 2018 Coordinating Committee meeting are attached.

CF/MD

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VIII. ITEMS FOR INFORMATION

1. Public School Boards' Association of Alberta: 2018 Fall Events

The PSBAA 2018 Fall Events will be held in Edmonton on October 24 to 26, 2018; the Student Voice Conference will be held on October 24 (evening) and October 25, 2018. We are proud to have two student representatives from each of our high schools attending the Student Voice Conference.

CHAIR

2. Alberta School Boards Association: Fall General Meeting

The ASBA Fall Event and General Meeting will be held in Edmonton on November 18 (evening) to 20, 2018. The business session will run on November 19, 2018. Online registration is available online at <http://www.asba.ab.ca/learning/fgm-2017/>.

CHAIR

3. National School Boards Association (NSBA) Conference

The annual NSBA conference will be held on Saturday, March 30, 2019 to Monday, April 1, 2019 at the Pennsylvania Convention Center, Philadelphia, PA. The conference schedule is available on the website – <https://www.nsba.org/conference>.

Registration opens on October 18, 2018 and accommodations can be arranged only after registration is complete.

CHAIR

IX. MOVE TO COMMITTEE OF THE WHOLE

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

CHAIR

X. RECONVENE TO OPEN BOARD MEETING

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

XII. ADJOURNMENT