

MINUTES OF THE REGULAR MEETING OF THE MEDICINE HAT PUBLIC BOARD OF TRUSTEES HELD IN THE BOARD ROOM IN THE SCHOOL DISTRICT ADMINISTRATION OFFICE ON TUESDAY, OCTOBER 23, 2018 AT 6:15 P.M.

TRUSTEES PRESENT: Rick Massini, Catherine Wilson Fraser, Deborah Forbes, Carolyn Freeman, Celina Symmonds

OFFICIALS PRESENT: Mark Davidson, Superintendent of Schools
Jerry Labossiere, Secretary Treasurer
Tracy Hensel, Associate Superintendent
Joanne Pitman, Assistant Superintendent
Corey Sadlemyer, Assistant Superintendent

OFFICIALS ABSENT: Lyle Cunningham, Deputy Superintendent

OTHERS PRESENT: Connie Atkison, Teacher, Medicine Hat High School

CHAIR: Rick Massini

RECORDING SECRETARY: Angie Lesko

I. APPROVAL OF AGENDA

Addition under:

ITEMS FOR INFORMATION

4. Notes from Chair Massini

14. C. Wilson Fraser **THAT** the agenda be approved as amended.

CARRIED

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.

15. C. Symmonds **THAT** 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 be adopted as presented.

CARRIED

III. CORRESPONDENCE

1. Thank You: World Teachers' Day

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

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.

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.

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.

V. **ITEMS FOR ACTION**

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

It was recommended that the Board approve, in principle, a field trip for Medicine Hat High School students and teacher, Connie Atkison, 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.

16. Ms. Forbes

THAT the Board approve, in principle, a field trip for Medicine Hat High School students and teacher, Connie Atkison, to travel to New York City for the period Saturday, March 9, 2019 to Wednesday, March 13, 2019, subject to the conditions specified.

CARRIED

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 was 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.

17. C. Freeman

THAT the Board approve Policy 825 Use of Tobacco, Recreational Cannabis and Smoking Materials, Policy 204 Board Committees, Policy 631 Appeals and Hearings Regarding Student Matters, Policy 675 Weapons, and Policy 655 Service and Education Assistance Animals in School, with minor editorial changes.

CARRIED

3. Accountability Pillar Results

An overview of the District Accountability Pillar results was provided.

Overall the District is pleased with the results and will continue to focus on areas of need.

18. C. Symmonds

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

CARRIED

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

Trustees were asked if they were interested in any of these positions. No names were put forward.

VI. PRESENTATIONS

1. Student Services Team Plan

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

As part of the reorganization to support schools, student services conducted a review of processes and programming to determine what is working and what needs to be reassessed to support students in a more inclusive environment.

As a result of this review, recommendations were identified and this information will be used to help support Division leaders and professional learning for all staff and provide the best supports to promote student success.

VII. REPORTS OF COMMITTEES

1. Coordinating Committee

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

19. C. Freeman

THAT the minutes of the October 1, 2018 Coordinating Committee be accepted for information.

CARRIED

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.

Trustees were asked to send feedback to Chair Massini regarding the budget and work plan items previously discussed.

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 at <http://www.asba.ab.ca/learning/fgm-2017/>.

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.

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

20. C. Wilson Fraser

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

CARRIED

The Board moved to Committee of the Whole at 7:37 p.m.

X. **RECONVENE TO OPEN BOARD MEETING**

The Board reconvened to the open board meeting at 7:54 p.m.

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

21. C. Freeman

THAT the Board transfer ownership of the former Science Wing of the Medicine Hat High School and surrounding property for the sum of one dollar (\$1) to the CAPE Charter School, subject to the following:

1. CAPE will pay all costs related to subdividing the property, transfer documents and legal fees.
2. If CAPE ceases to use the facility as a publicly funded school, the school building and grounds will be transferred back to Medicine Hat Public Board of Education for the sum of one dollar (\$1).
3. Ministerial approval of the sale.

CARRIED

XII. ADJOURNMENT

22. C. Symmonds

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 7:55 p.m.

CHAIR

SECRETARY TREASURER