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, NOVEMBER 26, 2019** AT **3:00 P.M.**

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

OFFICIALS PRESENT: Mark Davidson, Superintendent of Schools
Lyle Cunningham, Deputy Superintendent
Tracy Hensel, Associate Superintendent
Jerry Labossiere, Secretary Treasurer
Corey Sadlemyer, Assistant Superintendent
Jason Peters, Assistant Superintendent

OTHERS PRESENT: Katrina Corbett, Principal, Herald School
Kaylen Christianson, Vice Principal, Herald School
Greg Ferris, Classroom Support Teacher, Herald School
Kerry Bloomfield, Specialized Teacher, Herald School
Stacey Miner, Optimal Learning Coach
Diane Cartier, Optimal Learning Coach
Britney Ingram, Human Resources Advisor
Sarah Scahill, Wellness & Attendance Advisor
Janine Tolhurst, Occupational Health & Safety Officer
Rita Olsen, Executive Assistant
Leanne Dulle, Director of Finance
Lee Krasilowez, Communications Coordinator

CHAIR: Rick Massini

RECORDING SECRETARY: Angie Lesko

I. CALL MEETING TO ORDER

Meeting was called to order at 3:00 p.m.

II. MOVE TO COMMITTEE OF THE WHOLE

30. C. Freeman

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

CARRIED

The Board moved to Committee of the Whole at 3:01 p.m.

III. RECONVENE TO OPEN BOARD MEETING

The Board reconvened to the open board meeting at 5:31 p.m.

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.

V. APPROVAL OF AGENDA

Move: XI. ITEMS FOR INFORMATION
1. Human Resources Update

To: VII. PRESENTATIONS
3. Human Resources Update

31. C. Wilson — **THAT** the agenda be approved as amended.

CARRIED

VI. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Organizational Meeting held on **Tuesday, October 22, 2019,** the Regular Board meetings held on **Tuesday, October 22, 2019** and **November 12, 2019** and the Committee of the Whole meetings held on **Tuesday, October 22, 2019** and **November 12, 2019.**

32. C. Freeman — **THAT** the Minutes of the Organizational Meeting held on Tuesday, October 22, 2019, the Regular Board meetings held on Tuesday, October 22, 2019 and November 12, 2019 and the Committee of the Whole meetings held on Tuesday, October 22, 2019 and November 12, 2019 be adopted as presented.

CARRIED

VII. PRESENTATIONS

1. Herald School Sharing Presentation

Herald School provided an overview of the work being done in their school and presented on their progress with the implementation of the Collaborative Response Model.

6:11 p.m. Herald School staff left the meeting

2. **Division Early Literacy Framework Presentation**

Stacey Miner and Diane Cartier shared the purpose behind the Early Literacy project and the process the committee engaged in for the development of the framework.

According to research, the ability of teachers to deliver effective reading instruction is the most powerful factor in determining how well children learn to read.

The purpose of the Early Literacy Committee is to develop an early literacy framework that spans kindergarten and grade one to guide and inform instruction of developmentally appropriate pre-literacy and early literacy skills.

This framework will connect to the Optimal Learning Environment by providing a clear, consistent instructional focus on the building block of literacy, as well as targeted professional learning for teachers.

In addition, they provided an overview of the next steps and goals, based on needs identified through development of the Early Literacy Framework.

6:40 p.m. Ms. Miner & Ms. Cartier left the meeting

3. **Human Resources Update**

Mr. Cunningham and his team provided a Human Resources update to the Board.

The overview included information regarding stats on the hiring of teachers and educational assistants in 2019-2020, staff orientation and training sessions, performance management, occupational health and safety training and program development, and a health and wellness update.

7:24 p.m. Ms. Scahill, Ms. Ingram, Ms. Tolhurst & Mrs. Olsen left the meeting

VIII. CORRESPONDENCE

1. **Thank you cards from MHPSD Students Awarded Scholarships**

Dillan Zora	Iris Tellefson Memorial Scholarship
Whitney Parker	Thelma Berkeley Robinson Scholarship
Kaitlyn Liepert	Woollven Family Scholarship
Jay Maudsley	Woollven Family Scholarship

IX. RECOGNITIONS/ACCOMPLISHMENTS

1. Remembrance Day Ceremonies

Many of the schools held Remembrance Day ceremonies. We would like to extend our appreciation to the staff for helping students recognize the importance of this day.

X. ITEMS FOR ACTION

1. Audited Financial Statements 2018-2019

An external audit is required on an annual basis. The Board's external auditors, Avail LLP, have completed their audit of 2018-2019.

The Audited Financial Statements were presented to the Board for review and adoption as the official financial results for the year ending August 31, 2019.

The year-end financial results for 2018-2019 reflect a surplus of $1,468,024. The surplus includes $489,000 in funds reserved for the MHHS running track, which leaves a remaining operating surplus of $979,024.

33. C. Freeman

THAT the Board approve the Audited Financial Statements for the year ending August 31, 2019 as presented.

CARRIED

2. 2020-2021 School Year Calendar

Mr. Cunningham presented the draft 2020-2021 school year calendar for Board consideration.

34. C. Wilson

THAT the Board approve the draft 2020-2021 school year calendar as presented.

CARRIED

3. Board Committee Appointments

Mr. Rick Massini, Board Chair, presented recommended appointments to the Board Standing Committees, as follows:

ASBA – Zone 6 Rep	Catherine Wilson Fraser Rick Massini (Alternate)
PSBAA Rep	Rick Massini Catherine Wilson (Alternate)
Executive Negotiating	Deborah Forbes (Chair) Rick Massini
Centralized & Facilities	Celina Symmonds Deborah Forbes
ATA Negotiating	Rick Massini (Chair) Celina Symmonds
TEBA	Rick Massini
CUPE Negotiating & CUPE Board Advisory	Catherine Wilson (Chair) Carolyn Freeman
Education Foundation	Celina Symmonds
Council of School Councils	Carolyn Freeman
▪ **Parent Voice**	ALL Trustees
Coordinating Committee	Carolyn Freeman
Teachers' Voice Committee	Rick Massini
Audit Committee	Deborah Forbes Catherine Wilson
Expulsion Committee	Carolyn Freeman (Chair) Celina Symmonds Catherine Wilson
Administrators' Meeting	Rick Massini Open invitation to ALL trustees

35. C. Freeman

THAT the Board approve the proposed assignment to Board Committees for 2019-2020, as presented.

CARRIED

4. **<u>Policy 614: Sexual Orientation and Gender Identity</u>**

The Board has recommended retaining some sections of Policy 614 while still aligning with the Education Act.

Discussion ensued and the following change was recommended to the first paragraph (first sentence) under the section entitled *Policy*:

Reword to read:

The Board of Trustees is committed to establishing and maintaining a welcoming, caring, respectful and safe learning and <u>working</u> environment for all members of the school community.

36. C. Freeman

THAT the Board approve Policy 614 as amended.

CARRIED

5. **<u>Policy 634: Banned Substances</u>**

Policy 634 and procedures for 634 and 808 have been combined and updated.

37. D. Forbes

THAT the Board approve the amended Policy 634 as presented and rescind policy 808.

CARRIED

6. **<u>Policy 720: Off-Site Activities</u>**

The policy, administrative procedure and exhibits for off-site activities have been updated to conform with occupational health and safety standards, insurance requirements and industry best practices.

38. C. Wilson

THAT the Board approve policy 720 as presented.

CARRIED

7. **<u>Policy 722: School Physical Activities</u>**

The information included in the policy, procedure and exhibit was previously within policy 720 Off-site activities, however, physical activities occur both on-site and off-site.

39. D. Forbes

THAT the Board approve policy 722 as presented.

CARRIED

8. Junior High Locally Developed Course

Alexandra Middle School requested approval for the authorization of a locally developed course: Military History.

40. C. Symmonds

THAT the Board approve the authorization of the locally developed course Military History for Alexandra Middle School as presented.

CARRIED

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

41. C. Freeman

THAT the Board approve Personnel Matter #2019-05, as presented.

CARRIED

XII. ADJOURNMENT

42. C. Symmonds

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 7:49 p.m.

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CHAIR

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SECRETARY TREASURER