



MEDICINE HAT SCHOOL DISTRICT NO. 76

REGULAR MEETING

A G E N D A

Tuesday, October 21, 2014 - 6:15 p.m.

**BOARD
RESPONSIBILITY**

I. APPROVAL OF AGENDA

II. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular Board meeting held on **Tuesday, September 16, 2014** and Committee of the Whole meetings held on **Tuesday, September 16, 2014** and **October 7, 2014**.

TR

III. RECOGNITIONS/ACCOMPLISHMENTS

1. Dr. Roy Wilson Learning Centre

The grand opening and ribbon cutting for the Dr. Roy Wilson Learning Centre was held on September 26, 2014. A special thank you is extended to everyone involved and the planning committee for the tremendous work done in organizing this event.

GWH

2. Unmanned Vehicle Systems Certificate

Congratulations to our students and staff at CHHS and MHHS for working to offer a one day course and certificate for our students who are interested in Unmanned Vehicle Systems (UAS). This course was offered at CHHS on Saturday, September 27, 2014 for 10 students from these schools. The work was done in collaboration with the Canadian Centre for Unmanned Vehicle Systems. This is a

great opportunity for students who are interested in exploring this area of pursuit.

GWH

3. River Run

Congratulations and thank you to Elm Street School for hosting the annual River Flats Run on October 2, 2014. There were about 1800 students participating from the District.

GWH

4. Alberta Teachers' Association Committees

Congratulations to District staff who have volunteered to serve on ATA committees and represent the ATA on other bodies. The District recognizes and appreciates their contribution to education.

Donna Armstrong – ATA Educational Trust
Christy Gust – Curriculum Committee
Heather McCaig – Lethbridge Area Field Experiences Committee
and University of Lethbridge Faculty of Education Teacher
Education Advisory Committee

GWH

5. 2013-2014 Daily Quality Physical Education Award

Congratulations to Southview School who received a School Recognition Award from PHE Canada (Physical & Health Education Canada) for the quality of their physical education program for students. It is a pleasure to recognize the efforts of staff and students at Southview School.

GWH

6. World Teachers' Day – October 5th

In recognition of World Teachers' Day on October 5, 2014, we would like to thank and recognize our teachers for their tremendous commitment, caring approach and expertise that they foster in our schools. The work that they do with students, families and colleagues is outstanding.

GWH

7. Welcome Back BBQ

The Board sends its appreciation to the staff of Medicine Hat High School for organizing the 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.

GWH

8. Diploma/Achievement Working Committees

Congratulations are extended to Allen Parker, Lydia Carriere, Brandy Campbell, Terryann Syverson and Christy Gust. These teachers have forwarded their names to the province for consideration to participate on working committees for achievement and diploma exams. This type of leadership and professional development enhances the improved learning focus for the District. We extend our congratulations to the teachers involved.

GWH

9. Darrel Maier

Congratulations to Darrel Maier, teacher at Ross Glen School, for being named in the Summer 2014 edition of the Alberta Teachers' Association, Newsjournal of the Fine Arts Council. Darrel submitted a musical game for use in the classroom.

GWH

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Page No. 19

IV. ITEMS FOR ACTION

1. CHHS Field Trip Request to England

Mr. Curtis Perrin, teacher at Crescent Heights High School, is requesting permission for senior high band students from Crescent Heights High School to travel to Birmingham, Liverpool, Harrogate, and London, England on March 31 to April 11, 2015. A Field Trip request form is attached.

It is recommended that the Board approve, in principle, a field trip for students from Crescent Heights Hat High School to travel to Birmingham, Liverpool, Harrogate and London, England for the period March 31 to April 11, 2015, inclusive, 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

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- d] traveling on the Field Trip;
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;
- e] that all students and designated chaperones are required to obtain the School District Travel Insurance (medical, trip cancellation/interruption and baggage).
- f] that criminal record checks be obtained for parent supervisors (non-district personnel);
- g] 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;
- h] that the Principal/Teacher comply with all criteria set out in Policy 743 and the International Travel Guidelines;
- i] that a letter be signed by each parent granting permission for their child to travel out-of-the-country with another specifically named adult;
- j] that each student be in possession of a passport, valid for at least six months beyond the expected return date;
- k] that each parent be given a copy of the letter from Dr. Grant Henderson, Superintendent, re: measles immunization.

GWH

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2. CHHS Field Trip Request

Ms. Jen Davies, teacher at Crescent Heights High School, is requesting permission for drama students to travel during the Easter Break in April, 2015. Due to extenuating circumstances, the specific location and itinerary will be shared at the meeting.

It is recommended that the Board approve, in principle, a field trip for drama students from Crescent Heights High School to travel during the Easter Break in April, 2015, 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 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

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- e] otherwise) as a result of their participation;
that all students and designated chaperones are required to obtain the School District Travel Insurance (medical, trip cancellation/interruption and baggage).
- f] that criminal record checks be obtained for parent supervisors (non-district personnel);
- g] 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;
- h] that the Principal/Teacher comply with all criteria set out in Policy 743 and the International Travel Guidelines;
- i] that a letter be signed by each parent granting permission for their child to travel out-of-the-country with another specifically named adult;
- j] that each student be in possession of a passport, valid for at least six months beyond the expected return date;
- k] that each parent be given a copy of the letter from Dr. Grant Henderson, Superintendent, re: measles immunization.

GWH

3. Ringette – Multi Sports Performance

Crescent Heights High School has developed a Ringette Multi Sports Performance course which is aligned to meet the Physical Education and Health Curriculum. An overview of this course is presented.

It is recommended that the Board approve the fee structure for this course.

GWH/PG

[Enclosure No. 3](#)

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CONDITIONS
FOR SUCCESS

V. PRESENTATIONS

1. Tribes & Kagan Update

The District continues work with enhancing instructional practice to improve learning for all students. An update will be provided regarding work with Tribes and Kagan cooperative learning strategies as they enhance instruction and improve learning.

LC/TF

2. Accountability Pillar Results

The District continues to focus on achieving high levels of success on the Accountability Pillar results. The District is pleased with the

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results and will continue to focus on areas of need.

GWH

[Enclosure No. 4](#)
Separate Enclosure

VI. ITEMS FOR ACTION - Continued

4. New School Announcement – Ranchland

Alberta Education recently announced funding for a new K-6 elementary school in the Ranchlands neighbourhood. The school will have an opening capacity of 300 students with future growth to 600.

Enclosed is a proposed site plan for the new school.

It is recommended that the Board write a letter of thanks to the Ministers.

TR

[Enclosure No. 5](#)
Page No. 33

5. Policies from Coordinating Committee

The Coordinating Committee met on October 6, 2014 and reviewed a number of policies. The policies and procedures below were reviewed and minor or major revisions were recommended. The following policies and procedures are enclosed for the Board's approval:

- a) **Policy 303: Administrative Appointments**
Procedure 303 P 001: Filling Administrative Appointments
Procedure 303 P 002: School-based Administrative Positions

[Enclosure No. 6](#)
Page No. 35

- b) **Policy 620: Inclusive Education**
620 P 001: Supports and Services to Address Student Needs

[Enclosure No. 7](#)
Page No. 43

It is recommended that the Board approve revisions to the above policies and procedures.

- c) **Procedure 720 P 004: Special Education**

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- d) **Procedure 720 P 006: Integrated Occupational Program**

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It is recommended that the Board approve the removal of the above two Procedures from the Policy Handbook.

CWF/GWH

VII. REPORTS OF COMMITTEES

1. Medicine Hat Public Schools' Education Foundation

Minutes of the Organizational and Regular Medicine Hat Public Schools' Education Foundation meetings, held on September 23, 2014, are attached.

RM

[Enclosure Nos. 10 & 11](#)
Page Nos. 51 and 53

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2. Coordinating Committee

Minutes of the Coordinating Committee meeting, held on October 6, 2014, are attached for information. Mrs. Wilson Fraser will speak to these Minutes.

CWF

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WILL

3. Quad Student Council

The Student Council representatives from the 4 secondary schools (Grades 9-12) met on October 8th. An update will be provided.

RM

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VIII. ITEMS FOR INFORMATION

1. School Visit Reports

As part of the Board's goal of "Putting the Public Back into Public Education" trustees were visiting one school each year for the next three years. This is a chance to share the governance perceptions from trustees in this goal.

TR

2. Community Leaders of Southeast Alberta Committee Meeting

Mr. Massini and Mr. Cunningham attended a meeting with other community leaders on September 18. An update will be provided at the meeting.

RM/LC

3. WE Day Event – November 3, 2014

The District is pleased to have a large number of schools and students attending the WE Day event in Calgary on November 3, 2014. This is a tremendous opportunity for developing tomorrow's citizens and global citizens. There are eleven schools participating in this year's event and a total of 210 students and teachers involved. Our District has secured 5 "Honoured Guest" tickets. These tickets are for Trustees and Central Office staff who wish to participate.

GWH

4. PSBA

The Public School Boards Association Spring General Meeting was held on October 15 to 18, 2014. An overview will be provided at the meeting.

RM

5. Medicine Hat High School Modernization

The public presentation is November 6, 2014 @ 5:00 – 7:30 p.m. in the Medicine Hat High School Cafeteria.

GWH

6. Enrollment Update

The student enrollment numbers for September 30th will be provided at the meeting.

LC

[Enclosure No. 13](#)

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IX. MOVE TO COMMITTEE OF THE WHOLE

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

TR

**BOARD
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- X. **RECONVENE TO OPEN BOARD MEETING**
- XI. **ACTION ARISING OUT OF THE COMMITTEE OF THE WHOLE MEETING**
- XII. **ADJOURNMENT**