

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, DECEMBER 10, 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
Jerry Labossiere, Secretary Treasurer
Corey Sadlemyer, Assistant Superintendent
Jason Peters, Assistant Superintendent

OFFICIALS ABSENT: Tracy Hensel, Associate Superintendent

OTHERS PRESENT: Tylene Neary, Optimal Learning Coach
Marnie Heinz, Optimal Learning Coach
Kendra Boyd, Optimal Learning Coach
Lisa Mueller, Optimal Learning Coach
Michele Frey, Optimal Learning Coach
Blair Lukacs, Optimal Learning Coach
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

43. C. Wilson

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

44. C. Wilson

THAT the agenda be approved as presented.

CARRIED

VI. ADOPTION OF MINUTES

Presentation and adoption of the Minutes of the Regular Board meeting held on **Tuesday, November 26, 2019** and the Committee of the Whole meeting held on **Tuesday, November 26, 2019**.

45. C. Freeman

THAT the Minutes of the Regular Board meeting held on Tuesday, November 26, 2019 and the Committee of the Whole meeting held on Tuesday, November 26, 2019 be adopted as presented.

CARRIED

VII. PRESENTATIONS

1. Optimal Learning Coaches

The Optimal Learning Coaches shared an update on the collaborative work that has been done over the first three months of the school year to support teachers in building capacity in instruction, curriculum and inclusive learning.

The team provides support for administrators in the development and implementation of school learning plans, designing ways to analyze student evidence of learning and creating flexible action plans with teams through the Collaborative Response Model.

The OLC Team is working to build the foundation of common language and responsive professional practice throughout the Division, to ensure that all students receive rich learning experiences.

6:22 p.m. OLC team left the meeting

6:22 p.m. Ms. Symmonds returned to the meeting

VIII. RECOGNITIONS/ACCOMPLISHMENTS

1. Holiday Performances

The Board wishes to recognize all the schools for their holiday performances, including Christmas concerts, band concerts, celebrations, extravaganzas and activity evenings. The staff and students generously host their communities, families and friends to share in the celebration of the season.

IX. ITEMS FOR ACTION

1. Budget 2019-2020 Fall Update

As is required by Alberta Education, a fall update to the budget was presented to the Board. This update is intended to reflect any changes from the spring budget including changes to student enrolments, grants and other pertinent information.

The fall budget is based on an enrolment of 7,406 which is a decrease of 1 student from the spring estimates.

It was noted that the budget reflects an operating deficit of \$2.35 million for the 2019-2020 fiscal year. The Board has chosen to use reserve funds to cover the shortfall for this year, to avoid making any mid-year cuts to the system.

Mr. Labossiere also noted that, should the one-time transition grant be eliminated next year, the Division could face an operating deficit of \$3.75 million for 2020-2021.

6:48 p.m. Ms. Forbes left the meeting

46. C. Wilson

THAT the Board approve the Budget 2019-2020 Fall Update, as presented.

CARRIED

2. Policies on Board Governance

The following policy updates were recommended for approval:

Policy 206: Regular Board Meetings (revised)

Policy 206.1: Public Participation at Board Meetings (revised)

Policy 206.2: Meetings of Committee of the Whole (revised)

Policy 206.3: Special Board Meetings (new)

Policy 206.4: Minutes of Board Meetings
(new – replaces 206 P 001)
*rescind 206 P 001: Minutes of Meeting

Policy 208 – Board Committees (revised)

Policy 208.1 – Audit Committee (new)

The following change was recommended to Policy 206.2:

Reword the first point under *Guidelines* to read as follows:

1. *The Board may convene a meeting of the Committee of the Whole to discuss matters including, but not necessarily restricted to, the following:*

47. C. Symmonds

THAT the Board approve policies 206, 206.1, 206.2, 206.3, 206.4, 208 and 208.1, as amended.

CARRIED

48. C. Wilson

THAT administrative procedure 206 P 001: Minutes of Meeting be rescinded.

CARRIED

X. REPORTS OF COMMITTEES

1. Coordinating Committee

Minutes of the December 2, 2019 Coordinating Committee meeting were attached for information.

2. Division Council of School Councils

Minutes of the November 21, 2019 Division Council of School Councils meeting were attached for information.

XI. ITEMS FOR INFORMATION

1. 2019-2020 Infrastructure Maintenance and Renewal Program (IMR): Expenditure Plan

Alberta Education is providing capital funding of \$2,312,670 under the 2019-2020 Infrastructure Maintenance and Renewal Program.

At present, the Division has \$1,186,698 of unutilized carry over of IMR funds from the previous year. The Medicine Hat Public School Division Infrastructure Maintenance and Renewal Program Expenditure Plan for the program year 2019-2020 was presented for information.

The projected costs of the IMR projects for 2019-2020 are \$3,499,368.

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

49. C. Freeman

THAT Legal Matter #2019-03 be approved, as presented.

CARRIED

50. C. Symmonds

THAT Personnel Matter #2019-06 be approved, as presented.

CARRIED

XIII. ADJOURNMENT

51. C. Symmonds

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 7:10 p.m.

CHAIR

SECRETARY TREASURER