

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF MEDICINE HAT SCHOOL DISTRICT NO. 76 HELD IN THE TEMPORARY BOARD ROOM IN MEDICINE HAT HIGH SCHOOL ON TUESDAY, OCTOBER 13, 2015 AT 6:06 P.M.

TRUSTEES PRESENT: Mr. Terry Riley, Ms. Deborah Forbes, Mrs. Carolyn Freeman, Mr. Rick Massini, Mrs. Catherine Wilson Fraser

OFFICIALS PRESENT: Mr. Lyle Cunningham, Acting Superintendent of Schools
Mrs. Sherri Fedor, Associate Superintendent
Mr. Boris Grisonich, Acting Associate Superintendent
Mr. Jerry Labossiere, Secretary Treasurer

OTHERS PRESENT: Mr. Terry Freeman, Director of Programs and Instruction
Ms. Nadia Delanoy, Director of Programs and Instruction
Mr. Andy Christie, Director of Facilities
Mrs. Sheila Donner, President of the Royal Canadian Legion Branch #17
Ms. Jennifer Davies, Teacher, Crescent Heights High School

CHAIR: Mr. Terry Riley

RECORDING SECRETARY: Mrs. Angie Lesko

I. APPROVAL OF AGENDA

Addition under:

VI. ITEMS FOR ACTION

8. Property Item #2015-02 – Contract for Medicine Hat High School Modernization

15. Ms. Forbes

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 15, 2015 and Committee of the Whole meetings held on Tuesday, September 15, 2015 and October 6, 2015.

16. Mrs. Freeman

THAT the Minutes of the Regular Board meeting held on Tuesday, September 15, 2015 and Committee of the Whole meetings held on Tuesday, September 15, 2015 and October 6, 2015 be adopted as circulated.

CARRIED

III. CORRESPONDENCE

1. Copy of thank you card from Ty Mitchell re: Thelma Berkeley Robinson Scholarship

IV. RECOGNITIONS/ACCOMPLISHMENTS

1. River Run

Congratulations and thank you to Elm Street School for hosting the annual River Flats Run on September 25th. Approximately 1635 people participated in this great community event.

2. World Teachers' Day – October 5th

In recognition of World Teachers' Day on October 5, 2015, 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.

3. Welcome Back BBQ

The Board sends its appreciation to the staff of Crescent Heights 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.

V. PRESENTATIONS

1. Assessment Initiative Update

The District continues to focus on the District goal of enhancing instruction to improve learning for all students. The focus of this work has shifted to assessment practice and the District is committed to the idea that the primary purpose of good assessment is to improve student learning.

Mr. Cunningham presented a booklet outlining the five dimensions of assessment which form the basis of the District's assessment initiative. The five dimensions of assessment are **Feedback – Aligning – Informing – Reflective – Reporting**.

The District has formed PLC groups and each group was asked to identify which dimension they will focus on for this year. Additionally, the assessment committee will determine how to provide PD support for teachers related to each of the dimensions.

2. 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. The Student Services Team will build capacity in assessment to support all learners from Early Learning to Grade 12. A plan was developed based on best practice and research.

The team will continue their work on classroom environments and will work with teachers to support learning. A number of workshops and training sessions will be offered throughout the year.

3. Royal Canadian Legion

Sheila Donner, President of the Royal Canadian Legion Branch #17, Medicine Hat, was in attendance to speak to the Board about the importance of teachers in our District engaging their students in discussions about the sacrifices made by veterans and the importance of Remembrance Day.

The Board was asked to reach out to the schools to encourage teachers to have their students participate in the literary poster contest. Further information regarding this contest can be found at <http://www.legion.ca>.

VI. ITEMS FOR ACTION

1. CHHS Field Trip Request to London, U.K. and Ireland

Ms. Jennifer Davies, teacher at Crescent Heights High School, requested permission for students from Crescent Heights High School to travel to London, U.K. and Ireland on March 22 – April 1, 2016.

It was recommended that the Board approve, in principle, a field trip for students from Crescent Heights Hat High School to travel to London, U.K. and Ireland for the period March 22 – April 1, 2016, 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 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 the Superintendent, re: measles immunization.

17. Mrs. Freeman

THAT the Board approve, in principle, a field trip for students from Crescent Heights High School to travel to London, U.K. and Ireland for the period March 22 – April 1, 2016, subject to the conditions specified.

CARRIED

2. Modular Classroom Program

The submission deadline to Alberta Education for requesting new modular classrooms and relocations for the 2016-2017 school year is November 2, 2015.

The District is planning to request 4 additional modular classrooms for Dr. Roy Wilson Learning Centre. This will complete the build out of the school to its full 900 capacity to allow for the addition of Grade 9. Also, a request for the relocation of 2 modular classrooms from George Davison School to Herald School should be submitted. Herald School is using their library, music room and staff room as classrooms. The utilization factor is 118% for September 30, 2015. Two additional modular classrooms will provide the necessary classroom space and return the library, music and staff rooms to their original use.

18. Mr. Massini

THAT the Board approve the request for 4 new modular classrooms at Dr. Roy Wilson Learning Centre and the relocation of 2 modular classrooms from George Davison School to Herald School.

CARRIED

3. Policies

The Coordinating Committee reviewed, revised and recommended that the following Policies and Procedure be forwarded to the Board of Trustees.

It was recommended that the Board of Trustees approve the following revised policies:

a) Policy 212: Policy on Policy Review

19. Mrs. Wilson Fraser

THAT the Board of Trustees approve Policy 212: Policy on Policy Review, as presented.

CARRIED

b) Policy 667: Student Interviews by Police and Child Protection Services

20. Ms. Forbes

THAT Policy 667: Student Interviews by Police and Child Protection Services be referred to legal counsel for clarification to ensure that policy aligns with procedures. Once reviewed this item will be brought back to the Board for approval.

CARRIED

It was recommended that the Board of Trustees receive the following revised Procedure:

a) Procedure 667 P 001: Student Interviews by Police and Child Protection Services

21. Ms. Forbes

THAT Procedure 667 P 001: Student Interviews by Police and Child Protection Services be referred to legal counsel for clarification to ensure that procedures align with policy. Once reviewed this item will be brought back to the Board for approval.

CARRIED

4. Review of Provincial Examination Results

An overview of the 2014/15 achievement test and diploma examination results was provided. Overall the report reflects a few areas of concern. It was noted that the District has very high participation rates.

Mr. Cunningham reviewed the next steps the District will take to address these concerns. The District will also review current practice to ensure that students are provided with foundational knowledge and exam literacy and that lesson outcomes are aligned with the appropriate level of Bloom's Taxonomy.

5. Accountability Pillar Results

An overview of the District Accountability Pillar results was provided.

The District continues to focus on achieving high levels of success on the Accountability Pillar results. Overall the District is pleased with the results and will continue to focus on areas of need.

6. Nominations to Provincial Executive PSBA

Mr. Massini will be submitting his name for the position of First Vice-President of the Public School Boards' Association of Alberta (PSBAA). If successful, this would be his second, two-year term in this position.

22. Ms. Forbes

THAT the Board endorse Mr. Massini's nomination and that a letter be sent to the PSBAA Executive Director, with the request that it be forwarded to all member boards, seeking their support.

CARRIED

7. Nominations for Zone/Provincial Office of ASBA

ASBA Zone 6 will hold elections for a number of positions at its November meeting:

- i) Zone 6 Chair
- ii) Zone 6 Vice-Chair
- iii) Economic Representative
- iv) Edwin Parr Committee Chair

The Provincial ASBA will be electing a:

- i) President
- ii) Vice-President

and some Zone representatives.

No names were put forward for nomination.

8. Property Item #2015-02 – Contract for Medicine Hat High School Modernization

On July 21st the tender for phase two of MHHS modernization closed. Two bids were received and the Board was asked to officially approve the tender.

23. Mrs. Wilson Fraser

THAT Property Item #2015-02 be approved, thereby awarding the construction contract to Graham Construction and Engineering LP.

CARRIED

VII. REPORTS OF COMMITTEES

1. Coordinating Committee

Minutes of the September 28, 2015 Coordinating Committee meeting were attached.

24. Mr. Massini

THAT the minutes be received as information.

CARRIED

2. Medicine Hat Public Schools' Education Foundation

Minutes of the Organizational and Regular Medicine Hat Public Schools' Education Foundation meetings, held on September 30, 2015 were attached.

25. Mr. Massini

THAT the Education Foundation minutes be received as information.

CARRIED

3. Quad Student Council

The Student Council representatives from the secondary schools (Grades 7-12) met on October 7th and a brief overview of the meeting was shared.

VIII. ITEMS FOR INFORMATION

1. School Visit Reports

As part of the Board's goal of "Putting the Public Back into Public Education" trustees are visiting schools. This is a chance to share the governance perceptions from trustees in this goal.

Mr. Massini attended MHHS parent council meeting, as well as a number of football games at the Methanex Bowl.

Mrs. Wilson Fraser attended Vincent Massey parent council meeting.

Mr. Riley thanked those who attended the welcome back BBQ and thanked Pat and Boris Grisonich for organizing the *Dr. Grant Henderson Night* at the Methanex Bowl which took place on Thursday, October 8th.

2. 2015-2016 Infrastructure Maintenance and Renewal Program (IMR) – Expenditure Plan

Alberta Education is providing capital funding of \$1,364,448 under the 2015-2016 Infrastructure Maintenance and Renewal Program. At present, the District has \$2,787,868 of unutilized carry-forward IMR funds from previous years. Medicine Hat School District

No. 76 Infrastructure Maintenance and Renewal Program Expenditure Plan for the program year 2015-2016 was enclosed for information and a brief overview was provided.

Some of the projects include MHHS modernization, new entrances on a number of schools, modernization at Alexandra Middle School and upgrading of smart boards to Epson Boards, as well as other various projects.

3. MHHS Field Trip to San Diego

On June 16, 2015 the Board approved, in principle, a field trip request from Medicine Hat High School to travel to San Diego, California on December 26-31, 2015. Mr. Harrold, teacher, informed the Board that they will not be proceeding with the trip at this time.

4. National School Boards Association (NSBA) Conference

The annual NSBA conference will be held on April 9-11, 2016 in Boston. The conference schedule is available on the website – <http://www.nsba.org/conference>. Registration opens on October 28, 2015 and accommodations can be arranged only after registration is complete.

5. Enrollment Update

The student enrollment numbers for September 30th were provided.

The total student enrollment as of September 30, 2015 is 7,381. This is an increase of 157 students over this time last year.

6. WE Day Event – October 27, 2015

The District is pleased to have a large number of schools and students attending the WE Day event in Calgary on October 27, 2015. This is a tremendous opportunity for developing tomorrow's citizens and global citizens. There are 14 schools participating in this year's event and a total of 232 students and teachers involved. Our District has secured 4 "Honoured Guest" tickets. These tickets are for Trustees and Central Office staff who wish to participate.

Trustees were asked to let Mr. Cunningham know if they wish to attend.

7. PSBA Fall General Meeting

The PSBA Fall General Meeting will be held in Edmonton on October 21-23, 2015. Registration and a

general overview are online at <http://www.public-schools.ab.ca/>.

Trustees were asked to let Mr. Cunningham know if they are planning to attend.

8. ASBA Fall General Meeting

The ASBA Fall Event and General Meeting will be held in Edmonton on November 15-17, 2015. Online registration is not available at this time.

Trustees were informed that rooms have been booked and they were asked to let Mr. Cunningham know if they are planning to attend.

IX. MOVE TO COMMITTEE OF THE WHOLE

26. Mrs. 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 8:25 p.m.

X. RECONVENE TO OPEN BOARD MEETING

The Board reconvened to the open board meeting at 8:53 p.m.

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

No action arising.

XII. ADJOURNMENT

27. Mrs. Freeman

THAT the meeting adjourn.

CARRIED

The meeting adjourned at 8:53 p.m.

CHAIR

SECRETARY TREASURER