



## EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

### Regular Meeting - Minutes

Tuesday, December 20, 2016  
Central Office – Wainwright, AB

#### **Board and Representatives:**

|                  |             |           |
|------------------|-------------|-----------|
| Mardy Charlebois | Board Chair | Presiding |
| Debra Klein      | Vice Chair  | Present   |
| Rob Nichols      | Trustee     | Present   |
| Duane Ausitn     | Trustee     | Present   |
| Greg Ibach       | Trustee     | Present   |
| Jim Sanson       | Trustee     | Present   |

#### **Administrators**

|                   |                           |         |
|-------------------|---------------------------|---------|
| Charlie McCormack | Superintendent            | Present |
| Dwayne Zarichny   | Assistant Superintendent  | Present |
| Mary Ann Threinen | Secretary-Treasurer       | Present |
| Jessica Channon   | Board Executive Secretary | Present |

#### **Presentations**

No Presentations this Month.

| <b><u>Item</u></b> | <b><u>Content</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                | <b><u>Action</u></b> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>I.</b>          | <b><u>Opening Prayer</u></b><br>Opening Prayer –Trustee D. Austin<br>Next meeting (January) – Trustee D. Klein                                                                                                                                                                                                                                                                                                                                       |                      |
| <b>II.</b>         | <b><u>Action Item</u></b><br>Board Chair M. Charlebois commenced the December 20, 2016 meeting at 4:03 pm.                                                                                                                                                                                                                                                                                                                                           |                      |
| <b>III.</b>        | <b><u>Presentation</u></b><br>No presentations this month.                                                                                                                                                                                                                                                                                                                                                                                           |                      |
| <b>IV.</b>         | <b><u>Faith Formation</u></b> <ul style="list-style-type: none"> <li>Trustee G. Ibach led the Trustees in this month's faith formation which consists of a book study for David Wells' book The Grateful Disciple. The Trustees reviewed and discussed chapters 10-12.</li> </ul>                                                                                                                                                                    |                      |
| <b>V.</b>          | <b><u>Consideration of the Agenda</u></b><br><br><b>Motion 2016-105:</b><br><i>Trustee J. Sanson moved to approve the agenda for the December 20, 2016 Regular Board meeting. Motion carried.</i>                                                                                                                                                                                                                                                    |                      |
| <b>VI.</b>         | <b><u>Review of Previous Minutes</u></b><br><br><u>November 29, 2016 Regular Board Meeting Minutes</u><br><br><b>Motion 2016-106:</b><br><i>Trustee G. Ibach moved to approve the Minutes of the November 29, 2016 Regular Board Meeting as circulated. Motion carried.</i>                                                                                                                                                                          |                      |
| <b>VII.</b>        | <b><u>Business Arising Out of Previous Minutes</u></b>                                                                                                                                                                                                                                                                                                                                                                                               |                      |
| <b>VII.</b>        | <b><u>Inclusive Education/Dual Credit/Religion/Technology Reports</u></b> <ul style="list-style-type: none"> <li>An Inclusive Education report was provided for the Board Members to review.</li> <li>A Religion report was provided for the Board Members to review.</li> <li>A Dual Credit report was provided for the Board Members to review.</li> <li>A report from the Youth Minister was provided for the Board Members to review.</li> </ul> |                      |

**IX. Secretary/Treasurer's Report**

- Plant Operation & Maintenance financials were provided for the trustees to review.
- Trustee G. Ibach requested more information on what ALAIRE was. ALAIRE was the insurance company used by the school division prior to LloydSadd. ALAIRE has dismantled and they are distributing the funds.
- The Secretary-Treasurer has imported the budget into SRB. The process was different so it took longer.
- Meeting with secretaries. They are busy with KEV and PowerSchool. Most schools are catching up in KEV. They would like to have a procedure drafted for steps to complete things for KEV.
- Secretary-Treasurer attended the ASBOA issues forum on December 1, 2016. Interesting that the government is putting data together from various sources on various positions for collective agreements.
- Met with Chad from BAR Engineering he is putting together a proposal for projects for 2017-2018.
- Minister Eggen wants schools to look at alternate forms of energy and to implement wellness programs in the schools.
- Hammertime got the tender for the STJ bathrooms. Anticipate the project to be completed by mid-February.

*The Board accepts the Secretary-Treasurer's report as presented.*

**X. Assistant Superintendent's Report**

- Assistant Superintendent Zarichny has developed job descriptions for all of the positions currently listed in the CUPE agreement. They have been shared with CUPE.
- A new SMART board has been installed in the board room. There will be a new laptop for it along with a new webcam. The SMART board has the capability to connect to devices through Bluetooth.
- Continuing to prepare the jurisdictional newsletter every month.
- A report was submitted to ASBA at their request on the wellness program that has been implemented within the division. Assistant Superintendent Zarichny received a call from Dave Colburn from ASBA and Dave is excited about what we are doing with wellness in our division.

*The Board accepts the Assistant Superintendent's report as presented.*

**XI. Superintendent's Report**

- CCSSA had an issue with Christopher Wells representing himself as a faculty member representing the University. He is criticizing Catholic Education. They have submitted a letter to the University regarding this. ACSTA has also submitted a letter to the University.
- On December 12, 2016, Assistant Superintendent Dwayne Zarichny, Secretary-Treasurer Mary Ann Thrienen and Superintendent Charlie McCormack met with the new President of SNS Jeremy Hayward. Tom Lademann our contact is splitting away from the company and starting his own company in January 2017.
- Superintendent McCormack attended the CASS Zone 2/3 mtg. He attended a session with Gene Williams and discussed the state of TEBA.
- Superintendent McCormack met with Superintendent Bob Allan on December 19, 2016. They discussed transportation and other issues. The Buffalo Trail Board will pass a motion to discuss the current transportation agreement.
- St. Jerome's School is moving ahead with the modernization the target date is still the same. The division will wait for the Father Cordeau Center to be completed and trophy cabinets to be installed before having the grand opening. They are looking at having the grand opening in April 2017 which is the same month the board meeting will be hosted at St. Jerome's School.
- The modulars are attached to Blessed Sacrament School. There have been some issues with completing the project.
- The Village of Halkirk will be writing a letter to the Minister to oppose the sale of Mother Teresa School. Superintendent McCormack has received two appraisals for the school. Superintendent McCormack will contact the Minister in January to move forward with the sale of the school.

- Superintendent McCormack and Board Chair Charlebois attended the Archbishop meeting on December 7, 2016. They met the new liaison Father Paul Cavannaugh. There was some discussion on literature that is available to the school divisions for sacramental preparation.

*The Board accepts the Superintendent's report as presented.*

## **XII. Committees**

### **ASBA Representative - Trustee D. Klein**

- Trustee D. Klein and the administration staff would like to be informed when an agreement has been reached.

### **ACSTA Director – Trustee G. Ibach**

- There have been no meetings since the last board meeting.

### **Negotiations**

- Nothing to report at this time.

## **XIII. New Business**

### **Christ-King School Field Trip Request – Grade ECS-9 Ski Trip to Canyon Ski Resort, Red Deer, AB**

#### **Motion 2016-107:**

*Trustee D. Austin moved to approve the Christ-King School grade ECS to 9 ski trip to Canyon Ski Resort in Red Deer, AB on January 12, 2017, provided that all field trip procedure requirements have been met. Motion carried.*

### **Christ-King School Field Trip Request – Grade 7-9 Ski Trip to Lake Louise, Banff, AB**

#### **Motion 2016-108:**

*Trustee D. Austin moved to approve the Christ-King School grade 7 to 9 ski trip to Lake Louise, Banff, AB from January 29-31, 2017, provided that all field trip procedure requirements have been met. Motion carried.*

### **Blessed Sacrament School Field Trip Request – Grade 10-10 Ski Trip to Marmot Basin, Jasper, AB**

#### **Motion 2016-109:**

*Trustee G. Ibach moved to approve the Blessed Sacrament School grade 10 to 12 ski trip to Marmot Basin, Jasper, AB from February 15-17, 2017, provided that all field trip procedure requirements have been met. Motion carried.*

### **Letter from Buffalo Trail Public Schools Board Chair re Rural Education Issues Groups**

- Need to respond that we would like to be a part of this. Support and would like to participate.

## **XIV. In Camera Sessions**

#### **Motion 2016-110:**

*Trustee G. Ibach moved to go in camera at 5:13 pm. Motion carried.*

#### **Motion 2016-111:**

*Trustee G. Ibach moved to come out of camera at 5:39 pm. Motion carried.*

## **XV. Information Items Correspondence**

- Letter received from Rocky View Schools regarding the Modernized Municipal Government Act – High School SITES..
- Towns and Municipalities are not setting aside very good land or not as much as they need for the schools to be built.

**Student and Staff Recognition**

The Board recognizes specific students and staff at each Board meeting. Due to FOIPP, the names of the individuals who have been so honored will not be identified in the Board Minutes. Letters of recognition will be sent to students and staff whom Trustees have recognized.

**Trustee Round Table**

- Agenda addition – Good for the Board – recognition of people to add to prayers between now and the next meeting. (Prayers and Attentions) add under faith formation.
- Michelle Folk has been nominated for the Catholic Excellence in Teaching award. The award is presented at Blueprints
- Merry Christmas to everybody.

**Board Evaluation (concerns)**

- The next board evaluation will be completed at the January 24, 2017 board meeting.

**XVI. Future Business**

Date of the next regular Board Meeting will be held Tuesday January 24, 2017 at Central Office, commencing at 4:00 pm.

**XVII. Closing Prayer**

Closing Prayer – Trustee D. Austin

Next Meeting (January) – Trustee D. Klein

**XVIII. Adjournment**

Meeting was adjourned at 5:50pm.

**Respectfully submitted:**

\_\_\_\_\_  
Jessica Channon, Board Executive Secretary

\_\_\_\_\_  
Date

**Approved:**

\_\_\_\_\_  
Mardy Charlebois, Board Chair

\_\_\_\_\_  
Date