EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16
Regular Meeting - Minutes
Thursday, January 24, 2019
Central Office – Wainwright, AB

Board and Representatives:

Debra Klein	Board Chair	Presiding
Greg Ibach	Vice Chair	Present
Rob Nichols	Trustee	Present (via Phone)
Duane Ausitn	Trustee	Present
Jim Sanson	Trustee	Present
Harry Loonen	Trustee	Present
Malachy Young	Trustee	Absent
Alan Rogan	Trustee	Present

Administrators

Charlie McCormack	Superintendent	Present
Dwayne Zarichny	Deputy Superintendent	Present
Mary Ann Threinen	Secretary-Treasurer	Present
Jessica Channon	Board Executive Secretary & PowerSchool Lead	Present

Presentations

Kathleen Ulrich	Inclusive Education Coordinator
Michel Despins	Principal, School of Hope
Dwayne Coffey	Vice Principal, School of Hope
Myron Ganser	St. Thomas Aquinas School Presentation

Item	Content	Action
I.	**Opening Prayer** Opening Prayer –Trustee J. Sanson Next meeting (February) – Trustee D. Austin	
II.	**Action Item** Board Chair D. Klein commenced the meeting at 4:03 pm.	
III.	**Presentation** **Kathleen Ulrich – Inclusive Education Coordinator** The Deputy Superintendent introduced Kathleen Ulrich as the Inclusive Education Coordinator. She was the Inclusive Education Lead Teacher previously. Her role is to support the staff and student in the schools, to make connections and to meet the individual needs of the students. *Kathleen Ulrich left the meeting at 4:15 pm.* **School of Hope – Michel Despins & Dwayne Coffey** Michel Despins and Dwayne Coffey provided a presentation to the board for School of Hope and Vermilion Home Schooling. They have currently completed updating the message for the School of Hope, which includes a website redesign, a brochure handbook for the schools; there is a common PowerPoint and talking point information release. They are working on getting the School of Hope known to the public through province wide open houses and advertising campaigns. They are also working on communication amongst staff members through weekly staff reflections and meetings for both the office staff and the teachers. The are keeping the parent council in the loop and they update all of the parents by school messenger every 2 weeks. They have worked with the Secretary-Treasurer to agree on a set of guidelines for TD Support. There are more inclusive guidelines negotiated to allow more items to be purchased. They have re-established their vision and mission for the school. They have identified flexibility and relationships as foundational values for the school. They are also communicating to staff their expectations, supervision and follow through are routine. Moving forward the School of Hope administration and staff will seek ways to maximize relationships with families to ensure loyalty and will defend the flexibility of their program.	

Trustee D. Austin asked about the textbook program. Michel stated that more parents are returning textbooks at the end of the year but there are some that do not return them.

Trustee J. Sanson asked about visiting the teachers at the centers. Michel and Dwayne visit each site at least once a month.

Trustee G. Ibach mentioned that it is noted in the Three Year Education plan that School of Hope has problems with students completing the Diploma and Provincial Achievement exams. Michel said for the high school students the majority are only taking a couple of courses with them. The high school councilor tracks the students for course completion. This affects the Diploma exam completion rates.

Trustee A. Rogan asked if they are able to track the time the students are logged into courses. Michel said currently they are not able to track this they are hoping a new Learning Management System like PowerSchool Learning would assist with this. Trustee A. Rogan asked about the cost of the modernization of the program for School of Hope? Michel said there are a couple of ways to do this they need to find the best one that will work. Trustee A. Rogan asked about students participating in tests and what can be done to get more students writing the exams? Michel's plan to address it is to normalize Provincial Achievement (PAT) exams by taking PAT questions and putting them in the course content. Another way is the relationship piece and to communicate to parents that it is a way to measure success and to consider having their children write the exams. The Deputy Superintendent commented that when School of Hope students write the PAT's they do really well. The Deputy Superintendent felt the government should make the exams mandatory.

Rob Nichols joined the meeting at 4:25 pm via phone.
Michel Despins and Dwayne Coffey left the meeting at 4:45 pm.
Myron Ganser joined the board meeting at 4:44 pm.

St. Thomas Aquinas School Gym – Myron Ganser

Myron Ganser was a trustee for 18 years with East Central Catholic Schools. Myron provided a brief history of the school to the trustees and provided information about additions and modernizations made to the school. With the modernization of the school, they lobbied to have a larger gym added to St. Thomas Aquinas School. They felt they needed to have a 620 m^2 gym added to the school for tournaments for volleyball and basketball. The local board contributed funds in the amount of $290,000 and the community raised $150,000 cash locally in order to increase the size of the gym to 620m^2. Myron mentioned that the school gym is used for extracurricular activities within the community. The school bazaar, men's basketball tournament, and club volleyball are just a few community events that are held in the school gym. Myron would like to appeal to the board to increase the size of the gym for the new school and he will be writing to the Minister of Infrastructure. He feels Alberta Infrastructure could be influenced through the Minister. He suggested three choices to the board members: to try to retain the current gym and incorporate it into the new school, have the board contribute the funds to increase the size of the gym or he felt the last option would be to turn the project down. Myron attended the fundraising meeting and the committee would like to retain the old gym. The committee is willing to fundraise the money to increase the size of the gym for the new school. Myron commented on the Alberta Infrastructure's deadline of March 15 for the funds, stating that it was a very short time period to raise the money. He said the community of Provost is hurting.

Myron Ganser left the meeting at 5:02 pm.

IV. Faith Formation

The Trustees reviewed and discussed Chapter 6 from Redeeming Administration by Ann M. Garrido.

V. Consideration of the Agenda

Motion 2019-001:
Trustee J. Sanson moved to approve the agenda for the January 24, 2019 Regular Board meeting as amended. Motion carried.

VI. **Review of Previous Minutes**

Regular Board Meeting Minutes

Motion 2019-002:
Trustee H. Loonen moved to approve the Minutes of the December 20, 2018 Regular Board Meeting as circulated. Motion carried.

VII. **Business Arising Out of Previous Minutes**
Alberta Education Meeting – Three Year Education Plan
Superintendent Charlie McCormack and Deputy Superintendent Dwayne Zarichny met with our Field Services representative to discuss the districts' Three Year Education Plan. There were a few minor changes that needed to be made and the AERR summary needed to be posted to the website. Those items have been addressed. They had a very good meeting.

Policy 1-4 Review
The Trustees reviewed the following policies: Policy 1 – Foundation Statements, Policy 2 – Role of the Board, Policy 3 – Role of the Trustee, and Policy 4 – Trustee Code of Ethics.

Motion 2019-003:
Trustee G. Ibach moved to accept Policies 1-4 as presented. Motion carried.

GrACE Committee
Debra Klein, Harry Loonen, Jim Sanson, Charlie McCormack, Father Marek and Mia Rutledge attended the first meeting in Edmonton. The next step is to create our local GrACE committee.

VII. **Inclusive Education/Dual Credit/Religion/Technology Reports**
- An Inclusive Education report was provided for the Board Members to review.
- A Religion report was provided for the Board Members to review.
- A Dual Credit report was provided for the Board Members to review.

IX. **Secretary-Treasurer's Report**
The Secretary Treasurer reviewed and discussed the draft Financial Statements for December 31, 2018. The district will be in a deficit situation. There was a PowerPoint shared for the MELT training for bus drivers. The MELT program includes S-Endorsement. Chair D. Klein mentioned that the MELT training could cost individuals or employers $4000 to $8000 for the course. They currently don't have enough instructors to teach the program. Trustee A. Rogan asked if the district would consider paying for the course if the volunteer drivers committed to drive for the district for a certain number of hours after completing the course. The Superintendent said that is something that the district could look at. Don Doherty has helped us submit a joint OH&S committee request.

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

Trustee R. Nichols left the meeting at 5:55 pm. The board broke for supper.

Trustee R. Nichols joined the meeting at 6:40 pm.

X. **Deputy Superintendent's Report**
The Three Year education plan has been signed off by Alberta Education. Michelle Folk and Les Ellchuk are attending the Education Fair in Halifax in January. The students have developed a Wellness Procedure for the district. It has been shared with the principals for review and will be finalized. The next jurisdictional wellness meeting will be on February 19. Amped to play will facilitate the meeting. The Deputy Superintendent shared pictures of the CTS trailer in production. This project is delayed a bit and they are hoping to have it for spring.

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

Trustee R. Nichols left the meeting at 6:55 pm.
Trustee R. Nichols joined the meeting at 6:59 pm.

XI. Superintendent's Report

The Superintendent discussed the latest information about the covenant clause in teacher contracts from the conference call that was held with CCSSA. There was discussion about the additional information requested for the Class Size Survey this year. Alberta Education wanted to know how board's allocate the funding they receive. The Secretary-Treasurer contacted Alberta Education to find out how the information should be reported. The districts Class Size Survey has been submitted to Alberta Education. Sheri Garnier our Dual Credit Lead Teacher has applied for a $50,000 grant to set up a Sign Language course for Dual Credit. A STEP student application has been submitted, we are applying for two students for the summer. The implementation of three new Professional Practice Standards is scheduled for September 2019. A committee has been set up for the design meetings for the New St. Thomas Aquinas School.

The Board accepts the Superintendent's report as presented.

XII. Committees

ASBA Representative - Trustee D. Klein

Trustee D. Klein attended an ASBA meeting on January 18, 2019. There was discussion about Superintendent Contracts. If the minister turns down a boards contract offer for a Superintendent position they are not able to go and renegotiate the contract with the potential candidate.

ACSTA Director – Trustee G. Ibach

Trustee G. Ibach will be attending ACSTA meetings on February 7-8, 2019.

Negotiations

Going into CUPE negotiations.

XIII. New Business

Policy 15 – Retirement Incentive Plan

Motion 2019-004:
Trustee G. Ibach moved to suspend the implementation of Policy 15 - Retirement Incentive Plan for the 2018-2019 school year. Motion carried.

Theresetta School Lake Louise Ski Trip

Motion 2019-005:
Trustee H. Loonen moved to approve the Theresetta School grade 7 to 9 ski trip to Lake Louise Ski Resort and Canmore from February 24-26, 2019, provided that all field trip procedure requirements have been met. Motion carried.

CCSTA Convention – May 31 to June 1

The trustees were informed that registration for the CCSTA Convention is now open. The convention will be held in Canmore this year. Trustees are to inform the Board Executive Secretary if they would like to attend. Trustee J. Sanson will be attending the conference.

XIV. In Camera Sessions

Motion 2019-006:
Trustee D. Austin moved to go in camera at 7:37 pm. Motion carried.

Motion 2019-007:
Trustee A. Rogan moved to come out of camera at 9:14 pm. Motion carried.

Motion 2019-008:
Trustee J. Sanson moved: to assist with the fundraising efforts of the community of Provost, the board will provide up to $250,000 in matched funds for enlarging the school gym for the new St.

	Thomas Aquinas School building. The funds have to be raised by the required timeline of Alberta Infrastructure. Motion carried. **Motion 2019-009:** *Trustee A. Rogan moved: to assist with the fundraising efforts of the community of Provost, the board will agree to the naming rights, upon board approval, of the St. Thomas Aquinas School Gymnasium with a donation of not less than $100,000. Motion carried.* **Motion 2019-010:** *Trustee G. Ibach moved to extend the meeting past 9:30 pm.*	
XV.	**Information Items** **Correspondence** The trustees were reminded to inform the Board Executive Secretary if they would like to attend the Rural Education Symposium. **Trustee Round Table** There were no items brought forward by trustees at this time. **Board Evaluation (concerns)** The trustees were provided with an evaluation to complete through Google forms.	
XVI.	**Future Business** Date of the next regular Board Meeting will be held Thursday, February 28, 2019 at Central Office, commencing at 2:00 pm.	
XVII.	**Closing Prayer** Closing Prayer – Trustee J. Sanson Next Meeting (February) – Trustee D. Austin	
XVIII.	**Adjournment** Meeting was adjourned at 9:52 pm.	

Respectfully submitted:

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Jessica Channon, Board Executive Secretary & PowerSchool Lead — Date

Approved:

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Debra Klein, Board Chair — Date