

Board and Representatives:

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

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

Rick Roberts – Blessed Sacrament Outreach School
Michelle Folk – Blessed Sacrament School

Item	Content	Action
I.	<u>Opening Prayer</u> Opening Prayer –Trustee R. Nichols Next meeting (November) – Trustee Harry Loonen	
II.	<u>Action Item</u> Board Chair D. Klein commenced the meeting at 4:00 pm.	
III.	<u>Presentation</u> <u>Blessed Sacrament Outreach – Principal Rick Roberts</u> - Blessed Sacrament Outreach School does not have an instructional aid this year and they do not have evening classes this year. The Public high school has changed to block funding and this affects the funding for credits that Blessed Sacrament Outreach receives for students as they are capped at 45 credits. The school currently has 44 students registered; eight of those students are over 20 years of age. <i>Trustee M Young arrived at 4:05 pm.</i> <i>Principal Rick Roberts left at 4:10 pm.</i> <u>Blessed Sacrament School – Michelle Folk</u> <i>The trustees left central office to tour Blessed Sacrament School at 4:20 pm</i> - The Trustees went to the Blessed Sacrament School at 4:30 to tour the school and the new modulars at the school. Blessed Sacrament School has, 77 Little Steps/Big Steps students, 60 ECS students, 175 Grade 1-3 students, 155 Grade 4-6 students, 166 Grade 7-9 students and 133 Grade 10-12 students. They currently have 29 severe coded students, 50 ELL Students, and 40 FNMI students. There are 40 teachers and 40 support staff that work at the school. They are in the process of advertising for a second ELL teacher assistant. They currently have 34 students registered in the Dual Credit program. The new modulars will hold grades 1-3, there are two additional classrooms and a washroom. <i>The trustees returned to Central Office at 5:45 pm.</i>	

IV. Faith Formation

- Trustee G. Ibach led the Trustees in this month's faith formation which consists of a book study for Redeeming Administration, 12 Spiritual Habits for Catholic Leaders by Ann M. Garrido. The Trustees reviewed and discussed Chapter 3.

V. Consideration of the Agenda

Motion 2018-077:

Trustee G. Ibach moved to approve the agenda for the October 25, 2018 Regular Board meeting as presented. Motion carried.

VI. Review of Previous Minutes

Regular Board Meeting Minutes

Motion 2018-078:

Trustee J. Sanson moved to approve the Minutes of the September 27, 2018 Meeting as circulated. Motion carried.

VII. Business Arising Out of Previous Minutes

By-Election Results

- Harry Loonen is acclaimed as trustee for Wainwright Ward and Alan Rogan is acclaimed as trustee for Vermilion Ward.
- Trustee Harry Loonen read the Declaration of Office of School Trustee.

Christmas Party

- The Park & Trestle has been booked for December 20, 2018.

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 the Draft Financial Statement. The Auditors were in this week. They do a portion of the audit on site and the rest by distance. This statement was completed this week; the Secretary-Treasurer will need to reconcile the school generated funds. The revenues on the financial statement are up \$450,000; \$250,000 of this is from grade 10-12 students generated more CEU's than what was budgeted for. The district's surplus sits at \$748,000; about \$600,000 of the surplus is sitting at the school level. The finalized financial statements will be ready for November 20.
- The Secretary-Treasurer reviewed the surplus workbook. The district has a \$6.9 million surplus at the end of the year we are projecting a 6.8 million budget. There are projects on the go with the purchase of the Glow Forge printers, new bus for Blessed Sacrament School and the mobile CTS Lab that will put the surplus at \$5 million in 2018-2019.
- Trustee H. Loonen asked about the CTS trailer. Trustee G. Ibach explained that it is a trailer that will be used to offer CTS courses to students. The Deputy Superintendent mentioned that the trailer will change schools every semester.
- An ongoing Surplus Reduction plan will be shared that the schools so they can submit projects.
- The Budget is a work in progress. The Secretary-Treasurer is budgeting for \$231,000 deficit, schools that have extra money will have it reallocated. For the Special Projects there is CIF allocated here and the funds will go towards staffing. Blessed Sacrament Outreach enrolment is down this year.
- The Secretary-Treasurer included the enrolment and statistics for this year in her report.
- There will be new entry level training for truck drivers and bus drivers. They are making it safer but more challenging to become a bus driver. Buss Drivers will need to complete S endorsement prior to getting their license.
- We are partnering with BTPS for Occupational Health and Safety.

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

X. Deputy Superintendent's Report

- The Admin council meeting took place on October 18. The Board Chair was in attendance for the morning portion of the meeting. There was a presentation from Lakeland College for the Green Certificate Program. The Green Certificate Program has changed. Schools would have to pay for students to participate and now the government will cover the cost for students to participate in the program. The tone of the administrator's meetings are positive.
- The CIF grant has been submitted and has received approval. The Schools are in the process of hiring staff that were approved in the proposal. There will be a new Inclusive Education position hired for the district.
- The Deputy Superintendent has met with Brent Allen from the Learning Network to finalize plans for Jurisdictional Professional Development day. We will be the first jurisdiction in the province looking at professional development for the CBCI curriculum.
- For Religious Education Faith Leadership Richard Ries is scheduling Colmn from Face2Face to come back. For the Priests meeting this year we will get the students to come and present to the priests what they are doing at their schools this year for faith leadership.
- The Deputy Superintendent has not heard from CUPE. He will be meeting with the Payroll department to review the current CUPE Agreement and suggest changes for collective bargaining. The Deputy Superintendent had a working group to review the Support Staff Evaluation process.
- The Deputy Superintendent will attend the St. Thomas Aquinas and Theresetta School Council Meetings coming up.
- The Deputy Superintendent has applied for the Wellness Grant which is for \$15,000.

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

XI. Superintendent's Report

- November 4 is Catholic Education Sunday, the Superintendent has shared the information with the Principals and shared the letter for the Bishops with everyone. He has asked the Principals to work with their Priests for this.
- The draft K-4 curriculum has been released by the government.
- The Superintendent mentioned that Lakeland College is pushing to offer more Dual Credit courses. This has been working well; Sheri Garnier has a really good relationship with Lakeland College.
- Our division will be joining with the northern divisions for Teachers' Convention and they will change the Convention dates for 2020. Convention will be in February effective 2020.
- The Superintendent met with ASEBP to review our statistics for benefits the district employees access. There is a free program for counselling called Homewood Health.
- The Superintendent is still working on the Out of Scope agreement for Central Office staff.
- The district will handle Cannabis use the same as alcohol use in the schools. It is not allowed in schools or on school grounds.
- The Superintendent attended three awards ceremonies; Theresetta School, St. Jerome's School and Blessed Sacrament School. The atmosphere at each school was warm and welcoming. There was a huge community turnout at all the events. There was a lot of community contributions for the student awards.
- The Superintendent met with Bob Allen, Superintendent of Buffalo Trail Public Schools on October 3. They discussed the school calendars, VIBE and WOW programs as well as TEBA negotiations. It was a very positive meeting. The Superintendent will set up a meeting with Peter Baron, Superintendent of Clearview School Division and Bob Allen, Superintendent of Buffalo Trails School Division to discuss the possibility of a common school calendar.
- The Johnson Controls projects has wrapped up. Johnson Controls will present to the board at the November Board meeting. The Superintendent feels that it was a successful project.
- The Superintendent mentioned that there is a new team from Alberta Infrastructure assigned to the New Provost School project, we are now a part of the South Alberta Infrastructure branch.

The Board accepts the Superintendent's report as presented.

XII. Committees

ASBA Representative - Trustee D. Klein

- Trustee D. Klein attended the September 28 meeting where they reviewed the proposed budget. She also attended the October 19 meeting where the budget was approved and they voted on new directors. Trustee D. Klein will not be able to attend the November meeting, Trustee D. Austin volunteered to attend the meeting.

ACSTA Director – Trustee G. Ibach

- Trustee G. Ibach mentioned that a President was chosen. There are two candidates for the Vice-President position. An email was sent out regarding the PSBAA campaign that was launched to end Catholic School boards in Alberta.

Negotiations

- Nothing to report at this time.

XIII. New Business

Trustee Letter of Resignation

Motion 2018-079:

Trustee G. Ibach moved to accept Trustee T. Laurence letter of resignation effective September 27, 2018. Motion carried.

Blessed Sacrament School Ski Trip to Jasper

Motion 2018-080:

Trustee M. Young moved to approve Blessed Sacrament Schools' request for a ski trip to Jasper, Alberta for grades 10-12 from March 13-15, 2018 provided that all field trip requirements have been met. Motion carried.

Catholic Education Sunday

- This was covered under the Superintendents report.

XIV. In Camera Sessions

Motion 2018-081:

Trustee R. Nichols moved to go in camera at 8:53 pm. Motion carried.

Motion 2018-082:

Trustee G. Ibach moved to come out of camera at 9:40 pm. Motion carried.

XV. Information Items

Correspondence

Trustee Round Table

- G. Ibach commented on the communication between the St. Thomas Aquinas School Principal and the Public School. It has been a good influence for the schools.

XVI. Future Business

Date of the next regular Board Meeting will be held Thursday, November 29, 2018 at Central Office, commencing at 4:00 pm.

XVII. Closing Prayer

Closing Prayer – Trustee R. Nichols

Next Meeting (November) – Trustee H. Loonen

XVIII.

Adjournment

Meeting was adjourned at 9:46 pm.

Respectfully submitted:

Jessica Channon, Board Executive Secretary &
PowerSchool Lead

Date

Approved:

Debra Klein, Board Chair

Date