

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Held in Person on Thursday, November 24, 2024, at
Central Office, 1018 1 Ave, Wainwright, AB

ADMINISTRATION IN ATTENDANCE

Jim Taplin - Superintendent
Kelly Ehalt – Deputy Superintendent
Michele Revoy – Director of Teaching
Quality & Staff Development
Mary Ann Threinen – Secretary-Treasurer
Liberty Stafford – Director of Faith &
Wellness
Jessica Knight – Board Executive Secretary
& PowerSchool Lead

ATTENDED

In Person
In Person
In Person
In Person
In Person
In Person
In Person

TRUSTEES IN ATTENDANCE

Harry Loonen - Chair
Derek Collins – Vice Chair
Jim Sanson
Malachy Young
Robert Gratton
Duane Austin
Debra Klein

ATTENDED

In Person
In Person
In Person
In Person
In Person
In Person
In Person

1. OPENING PRAYER

Opening Prayer – Trustee D. Collins
Next meeting (December) – Trustee J. Sanson

2. TREATY ACKNOWLEDGEMENT

Chair H. Loonen

3. ACTION ITEM

Chair H. Loonen commenced the meeting at 4:06 pm.

4. PRESENTATION

Shannon Troke – King and Company

5. CONSIDERATION OF THE AGENDA

2024-095:

*Trustee J. Sanson moved to approve the agenda for the November 28, 2024 board meeting as circulated.
Motion carried.*

6. REVIEW OF PREVIOUS MINUTES

2024-096:

Trustee D. Austin moved to approve the Minutes of the October 24, 2024, Regular Board Meeting as circulated. Motion carried.

7. BOARD FAITH PLAN

Director of Faith and Wellness, Liberty Stafford, lead the trustees in the faith reflection this month.

8. REVIEW BOARD ANNUAL WORK PLAN

If there are any items, the trustees would like to add they are able to add them.

9. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Blessed Sacrament Europe Field Trip
Parent/Chaperone

Any parent going on the trip should be going as supervisors and the necessary forms are completed. There will be no travel partners on the trip.

Insurance

Jim sent the insurance information to RMA and they said that everything looks great.

10. BOARD POLICY REVIEW

2024-097:

Trustee D. Klein moved to approve Policy 10 – Conflict of Interest as presented. Motion carried.

11. IN-CAMERA SESSION

2024-098:

Trustee D. Klein moved to go in-camera at 6:39 pm. Motion carried.

2024-099:

Trustee D. Collins moved to come out of in-camera at 8:06 pm. Motion carried.

2024-100:

Trustee R. Gratton moved to approve the Board Chair sending a letter requesting an exemption from the operation reserve cap. Motion carried.

2024-101:

Trustee J. Sanson moved to approve the transfer of \$889,720 from internally restricted School & Instruction Operating Reserves to Unrestricted Surplus. Motion carried.

2024-102:

Trustee J. Sanson moved to replace sections 10 and 11 on the roof at St. Jerome's School and to do repairs on St. Jerome's roof and Blessed Sacrament roof as required. Motion carried.

12. DIRECTOR OF TEACHING QUALITY AND STAFF DEVELOPMENT

The Director provided a report for the trustees to review. Professional Development was scheduled for the staff on November 14 for the North Schools and November 22 for the South schools for a presentation by Morgane Michael. The focus of the day was on staff wellness and there were connections to the third path. For the March Professional Development Day the schools will be working on what they need to in the morning and the afternoon is about making connections. Social connections are one of the identifiers for longevity. The Director of Teaching Quality and Staff Development and the Director of Faith and Wellness have developed the PD Fund terms of reference and the application process has been completed. They met with the local ATA representatives, who provided suggestions for the terms of reference. It is posted on the division website.

13. DIRECTOR OF FAITH AND WELLNESS

The Director provided a report for the trustees to review. The Blessed and Beloved Family Life Program is Grade 1 program available in Ontario. Alberta is reviewing the program and will consider replacing the Fully Alive program. The Director of Faith and Wellness has provided resources to the faith coaches for Advent. The Archdiocese of Edmonton Art Project will start in January. ECCS has two students on the Archdiocese Student Advisory Committee.

14. SECRETARY-TREASURERS REPORT

The Secretary-Treasurer provided a report for the trustees to review. The Secretary-Treasurer has provided an update for enrolments. She provided a summary of the division's insurance premiums. She will investigate if the division gets a discount with the security systems in place. The Secretary-Treasurer and Board Chair met with Clearview School Division regarding formations in the Castor area. Clearview has agreed to include Apremont, Foreman, and Lauderdale in Painter Creek's establishment. School Utilization rates increased in all schools in 2024-2025.

2024-103:

Trustee R. Gratton moved to approve the Audited Financial Statements as presented by King and Company. Motion carried.

15. DEPUTY SUPERINTENDENT'S REPORT

The Deputy Superintendent provided a report for the trustees to review. For the Hour Zero implementation 7 phones were added to Blessed Sacrament Outreach school that are limited to calling emergency services. Vice Chair D. Collins recommended adding another number 988 for the suicide hotline. The New Teacher Orientation Session on November 19 was well received. They discussed not giving zeros to students, report cards and assessment. The Deputy Superintendent is networking with other school divisions to provide information regarding expanding FTE for retired teachers to fill teacher vacancies. He will be attending the Zone 2/3 meeting on December 6 asking the question as to why the Dual Credit Funding was changed and expressing concerns with Assistant Deputy Minister for Alberta Kindy Joseph and Assistant Deputy Minister for Curriculum & Career Education Carla Johnson.

16. SUPERINTENDENT'S REPORT

The Superintendent provided a report for the trustees to review. The Superintendent has sent out appreciation letters to the students who participated in the Archbishop Student Advisory Council. ECCS will be rolling out multifactor authentication for the division. A technology update was provided for the trustees to review.

17. COMMITTEES

a. ASBA REPRESENTATIVE – TRUSTEE D. AUSTIN

Trustee D. Austin stated there is a new website for ASBA that is up and running now. He provided a summary of items discussed at the last meeting.

b. ACSTA DIRECTOR – Trustee R. Gratton

Trustee R. Gratton shared the key messages from ACSTA with the trustees. There is a board meeting on November 29.

c. NEGOTIATIONS – TEBA – TRUSTEE D. KLEIN

Trustee D. Klein this was discussed in camera.

d. GRACE COMMITTEE – TRUSTEE D. COLLINS

Vice Chair D. Collins Catholic Education Symposium in February. They are planning a youth summit, but they don't have a date for it yet.

e. RURAL CAUCUS – TRUSTEE J. SANSON

Trustee J. Sanson attended the Rural Caucus meeting in November.

18. NEW BUSINESS

a. AERR

Motion 2024-104:

Trustee D. Klein moved to approve the Annual Education Results Report for 2023-2024 as presented. Motion carried.

Motion 2024-105

Trustee M. Young moved to extend the board meeting past 9:30 pm. Motion carried.

b. CCSTA Memo

Information item for the trustees to review.

c. Elections

By-Law

2024-106:

By-Law No. 1/2024, A By-law of the Board of Trustees of the East Central Alberta Catholic Separate School Division to Provide for the Election of Trustees by Ward was read to the Board of Trustees the first time by Secretary-Treasurer Mary Ann Threinen. Trustee D. Austin moved to accept the first reading of the By-Law 1/2024 as amended. Motion carried.

2024-107:

By-Law No 1/2024, A By-Law of the Board of Trustees of the East Central Alberta Catholic Separate School Division to Provide for the Election of Trustees by Ward was read to the Board of Trustees the second time by the Secretary-Treasurer Mary Ann Threinen. Trustee M. Young moved to accept the second reading of the By-Law 1/2024 as amended. Motion carried.

Returning Officer

2024-108:

Trustee M. Young moved to approve that Shirly Prosser be appointed as Returning Officer for the October 2025 election. Motion carried.

2024-109:

Trustee D. Klein moved to approve that Mary Ann Threinen be appointed as a substitute Returning Officer for the October 2025 election. Motion carried.

d. Possible Meeting with Sister Boards, Municipalities and MLA's

The Board Chair asked the Superintendent to find time that ECACS could meet with Clearview for now.

e. St. Thomas Aquinas School request for Europe Trip to Germany in 2027

2024-110:

Trustee M. Young moved to approve in principle the St. Thomas Aquinas School's Germany International field trip request for March 26 to April 3, 2027, provided that all field trip procedure requirements for out of country field trips have been met. Motion carried.

19. DUAL CREDIT AND INDIGENOUS CULTURE AND PROGRAM FACILITATOR REPORTS

A Dual Credit report was provided for the trustees to review.

An Indigenous Culture and Program Facilitator report was provided for the trustees to review.

20. INFORMATION ITEMS

a. CORRESPONDENCE

There was no correspondence this month.

b. TRUSTEE ROUND TABLE

The trustees provided an update of events for their area.

17. FUTURE BUSINESS

The date of the next Regular Board Meeting will be Friday, December 13, 2024, in person, commencing at 4:00 pm.

18. CLOSING PRAYER

Closing Prayer – Trustee D. Collins

Next Meeting (December) – Trustee J. Sanson

19. ADJOURNMENT

Chair H. Loonen adjourned the meeting at 9:42 pm.

SIGNATURE OF CHAIR

**SIGNATURE OF BOARD EXECUTIVE SECRETARY &
POWERSCHOOL LEAD**