



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes

Tuesday, February 27, 2018
Central Office – Wainwright, AB

Board and Representatives:

Mardy Charlebois	Board Chair	Presiding
Debra Klein	Vice Chair	Present
Rob Nichols	Trustee	Present (via Google Hangouts)
Duane Ausitn	Trustee	Present
Greg Ibach	Trustee	Present
Jim Sanson	Trustee	Absent
Thomas Laurence	Trustee	Present
Malachy Young	Trustee	Present

Administrators

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

Presentations

Charlotte Snow – Support Staff Payroll
Shawn Fleck – School of Hope
Dr. Richard Starke – MLA for Vermilion – Lloydminster (6:00 pm)

<u>Item</u>	<u>Content</u>	<u>Action</u>
I.	<u>Opening Prayer</u> Opening Prayer –Trustee D. Klein Next meeting (March) – Trustee D. Austin	
II.	<u>Action Item</u> Board Chair M. Charlebois commenced the meeting at 4:00 pm.	
III.	<u>Presentation</u> <u>Charlotte Snow – Support Staff Payroll</u> - Charlotte showed the trustees how to enter their per diems on the electronic time sheets through Atrieve. <u>School of Hope – Shawn Fleck</u> - Acting Principal Shawn Fleck informed the board that he has been working with the school council to develop a better relationship with them. The school sends out messages to them on a weekly basis through SchoolMessenger. - School of Hope has developed a vendors list so that parents know where they can go for lessons. They have also implemented some spreadsheets to better track text books, etc. - The Acting Principal is working on developing a new brochure for School of Hope and Vermilion Home Schooling to send out to families and to use at their Open House. - One of the issues that School of Hope is currently dealing with is getting the textbooks and other resources returned to their school, and getting books sent out to the families in a timely manner. The Acting Principal has been working with the Secretary-Treasurer on a caution fee so families are not keeping the text books. - The Acting Principal is also working on some issues in-house with staff. - Trustee G. Ibach asked about the issue with Provincial Achievement Tests (PAT's) and the students at School of Hope not writing them and if the Acting Principal has anything in place to address it. The Acting Principal has sent out some information to the parents about the PAT's and he has been discussing it with the school council. The Superintendent mentioned that the parents don't have to have their children write the exams and the division is trying to address this. Some parents don't agree with the exams and don't want to have students write provincial assessment. Trustee G. Ibach mentioned that they can be used to address	

any problems a student may have and the curriculum could be adjusted to address the issue and then you could see how successful it was.

- The Acting Principal stated that getting students to be working on a continuous level will be a big step in moving forward. Trustee G. Ibach asked if moving towards synchronous learning will help with the issue of non-workers. The Superintendent mentioned the School of Hope is moving in that direction but slowly.

IV. Faith Formation

- Trustee G. Ibach led the Trustees in this month's faith formation which consists of a book study for Jeffrey A. Krames's book Lead with Humility. The Trustees reviewed and discussed chapter 8.

V. Consideration of the Agenda

Motion 2018-008:

Trustee D. Klein moved to approve the agenda for the February 27, 2018 Regular Board meeting as amended. Motion carried.

VI. Review of Previous Minutes

Regular Board Meeting Minutes

Motion 2018-009:

Trustee G. Ibach moved to approve the Minutes of the January 23, 2018 Regular Board Meeting as circulated. Motion carried.

VII. Business Arising Out of Previous Minutes

- There was no business arising out of previous minutes

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.
 - Trustee D. Klein asked if the date for the confirmation retreat was still okay. The Superintendent mentioned that he is assuming that it is still okay.
- A Dual Credit report was provided for the Board Members to review.

IX. Secretary-Treasurer's Report

- The Secretary-Treasurer mentioned the government has right sized our grants for February so the financial statements are for February 21, 2018.
- The district has received the first portion of our IMR funding in February.
- Alberta Education grant payments are now based on our current enrollment.
- The division currently has a surplus of \$140,167 as of February 28, 2018. We have some projects under way so we should be good to go.
- The Secretary-Treasurer shared a financial profile provided by Alberta Education. The profile compares ECACS with others in the province and other jurisdictions of similar size. Our total surplus of \$6,960,413 is about 1/3 of our annual expenses. The division is reducing the surplus. The Superintendent stated that the surplus has been carried over from the last several years.
- Trustee G. Ibach mentioned that the capital reserves showed \$811,062 but we can't transfer from operating reserves to capital reserves. The Secretary Treasurer said that we can but we can't transfer from Capital Reserves to Operating Reserves unless we have permission from the government.
- The KEV report was shared with the trustees. We are at 28% for usage rates across the district.
- IMR funding report was for \$243,906 but overall the district received \$500,000.
- Updated the small scale plans for Blessed Sacrament were received and provided to Alberta Education so the \$30,000 hold back for the modular should be released soon.
- The Charity Return was due February 28, 2018 and has already been filed.
- The Secretary-Treasurer attended an Alberta Infrastructure meeting on Thursday, February 22, 2018. School districts will continue to work on the first stage for the Capital Plan and the

other stages will be taken care of by the government. St. Thomas Aquinas school is on the capital plan. We will attached the site visit report to the capital plan. The government will require a 10 year plan.

- St. Jerome's School has raised \$26,000 for playground equipment at their school and would like to use money from School Generated Funds to contribute to the cost.
- A tender has been sent out and closed for an activity bus for St. Jerome's school.
- Chair Charlebois thought that school money could not be used to purchase playground equipment. The Secretary-Treasurer stated that schools could not use current year funds for purchasing school ground equipment but they could use surplus funds.
- The Secretary-Treasurer mentioned that ECACS has an Alliance bus run. We continue to transport Clearview students to Gus Wetter and we do not get paid for them because they live outside of our 4x4. We are asking for a credit for the students that we transport as they charge our students a school of choice fee.

Motion 2018-010:

Trustee D. Austin moved the Board of East Central Alberta Catholic Separate School Division requests Clearview to issue a credit or adjust the year-end transportation invoice to recognize students transported to Gus Wetter. Motion carried.

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

X. Deputy Superintendent's Report

- The Deputy Superintendent discussed the jurisdictional professional development day that occurred on February 2, 2018. It was a really successful day. Education Station was set up for the teachers to purchase items. Michelle Folk and the staff at Blessed Sacrament School did a tremendous job with setting everything up at the school for the PD day.
- Once the calendar for 2018/2019 has been finalized they will start planning for the jurisdictional professional day for next year.
- The Superintendent and Deputy Superintendent attended the FNMI session that was held in Spruce Grove on February 16, 2018.
- Trustee G. Ibach asked if either the Superintendent or Deputy Superintendent had attended the professional development day that was held in Provost at the Public school on February 1, 2018. The Superintendent attended and it was very well received. Trustee G. Ibach mentioned there have been discussions with the school council about working together to bring in high profile speakers. The Superintendent mentioned that it would be nice if St. Thomas Aquinas reciprocated and brought in a speaker for staff from both schools.
- The Board/Admin retreat went very well this year.
- Theresetta and Christ-King School will be outfitted with the same phone system as the rest of the schools in the district.
- The next health and wellness meeting will be held on May 3, 2018 and they will be bringing speakers from the U of A to discuss mindsets and what success means to you.
- The Deputy Superintendent and Superintendent will be heading to Grasslands School Division to look at the CTS trailer and discuss it with them.
- Chair Charlebois asked about the rebranding efforts for the district. The Deputy Superintendent said that we are almost there. He will be bringing some ideas forward to the board to narrow it down. The Superintendent stated that three logos will be brought forward to the board and then sent out to the division. The Superintendent stated that they would be brought forward at the March board meeting.
- The Superintendent mentioned that we have been told of another company to use for our website and that is WIX. The Deputy Superintendent has been looking into it.

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

Trustee D. Klein left the meeting at 6:00 pm.

Dr. Richard Starke joined the meeting at 6:15 pm

Dr. Richard Starke – MLA – Lloydminster and Vermilion

- Dr. Richard Starke met with the board members of East Central Alberta Catholic Schools to discuss educational issues.

Trustee R. Nichols joined the meeting via Google Hangouts at 7:35 pm.

Dr. Richard Starke left the meeting at 7:45 pm.

XI. Superintendent's Report

- The Superintendent mentioned that the district has received a FOIP request for information. We have submitted a request for a time extension. We will comply as per legislation.
- An email was sent out from the Minister of Education to the school boards informing them that the changes that the government wanted to have in place for transportation are not going to happen now until after September 2018.
- There is a new Alberta website for careers.
- The Superintendent mentioned that the new Dual Credit Course is Health Nutrition and Safety.
- The Superintendent thought the retreat went really well. Everyone was engaged throughout.
- The Superintendent attended the ATA induction this year for the new teachers.
- Several issues from the Superintendent's report will be covered in-camera.

The Board accepts the Superintendent's report as presented.

XII. In-Camera Session

Motion 2018-011:

Trustee D. Austin moved to go in camera at 7:46 pm. Motion carried.

Motion 2018-012:

Trustee G. Ibach moved to come out of camera at 8:35 pm. Motion carried.

XIII. Committees

ASBA Representative - Trustee D. Klein

- The meeting was on February 23, 2018 and there was no representation from our district as we had the retreat.

ACSTA Director – Trustee G. Ibach

- Trustee G. Ibach informed the board that the ACSTA has dismissed the Communications Director. Alberta Education has a systems advisory committee and it is a powerful committee. The ACSTA is nominating Tony Sykora for the Justin Higgins Award. If school boards are meeting with MP's the ACSTA can provide boards with speaking materials and can help you get your point across. Edmonton Catholic Schools sent a request about shared facilities between boards.

Negotiations

- The next meeting will be on March 12, 2018.

XIV. New Business

Locally Developed Courses

Motion 2018-013:

Trustee G. Ibach moved to approve the following locally developed courses: Abnormal Psychology 35-3, Forensic Science Studies 25-3 and 35-3, Learning Strategies 15-3, 25-3, 35-3 from September 1, 2018 to August 31, 2022. Motion carried.

Cross Boundary Jurisdiction Request ECAC18-19#1

Motion 2018-014:

Trustee G. Ibach moved to approve upon Prairie Land's approval, a transportation agreement with Buffalo Trail for the 2018/2019 school year for cross jurisdiction boundary exemption requesting bus pick up at SE-06-36-02-W4. ECACS agrees to pay any transportation shortfall should there be a shortfall incurred while transporting the student to St. Thomas Aquinas School in Provost, AB. This request is to be reviewed and approved annually. Motion carried.

Clearview Transportation Request

This was covered under the Secretary-Treasurer's report.

School Councils and Parish Priest/Secretaries Meeting

- This meeting will be held on March 14, 2018. The Board Chair encouraged all of the trustees to attend the meeting.

ATA- Local Bargaining

- This was discussed under the Superintendent's report.

XV. Information Items

Correspondence

- There was no correspondence this month.

Trustee Round Table

- Trustee T. Laurence asked if the Superintendent had looked into the group Fight the New Drug.
- Trustee G. Ibach asked about the alarms at the schools, he wanted to know if the schools were on their own or if they were tied in together. St. Thomas Aquinas School is getting calls and invoices from Chub Edwards for their system.

XVI. Future Business

Date of the next regular Board Meeting will be held on Tuesday, March 27, 2018 at Christ-King Catholic School, Stettler, AB, commencing at 4:00 pm.

XVII. Closing Prayer

Closing Prayer – Trustee D. Klein

Next Meeting (March) – Trustee D. Austin

XVIII.

Adjournment

Meeting was adjourned at 9:14 pm.

Respectfully submitted:

Jessica Channon, Board Executive Secretary

Date

Approved:

Mardy Charlebois, Board Chair

Date