



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes

Tuesday, December 19, 2017

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
Malachy Young	Trustee	Absent
Thomas Laurence	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

There will be no presentations this month

<u>Item</u>	<u>Content</u>	<u>Action</u>
I.	<u>Opening Prayer</u> Opening Prayer –Trustee R. Nichols Next meeting (January) – Trustee J. Sanson	
II.	<u>Action Item</u> Board Chair M. Charlebois commenced the meeting at 4:00 pm.	
III.	<u>Presentation</u> There are no presentations this month	
IV.	<u>Faith Formation</u> Trustee G. Ibach led the Trustees in this month's faith formation which consists of a book study for Lead with Humility by Jeffrey A. Krames. The Trustees reviewed and discussed Chapters 5 and 6.	
V.	<u>Consideration of the Agenda</u> Motion 2017-111: <i>Trustee D. Klein moved to approve the agenda for the December 19, 2017 Regular Board meeting as circulated. Motion carried.</i>	
VII.	<u>Review of Previous Minutes</u> <u>Regular Board Meeting Minutes</u> Motion 2017-112: <i>Trustee D. Austin moved to approve the Minutes of the November 28, 2017 Regular Board Meeting as circulated. Motion carried.</i>	
VIII.	<u>Business Arising Out of Previous Minutes</u> There was no business arising out of previous minutes.	

IX. 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.

X Secretary-Treasurer's Report

- The Secretary Treasurer shared the November Report for the Monthly Reporting to Alberta Education financials. There have been no accruals in this report except for the Alberta Education IMR revenues to offset Johnson Controls upfront mobilization cost. Our year to date income is just under \$6.5 million. The division currently has a \$7284 surplus. This report is year to date and is only for 3 months. Alberta Education has been paying the division based on last year's enrolment numbers they haven't changed over to this year's enrollment numbers. The IMR Capital report by noon on December 21, 2017 then the division can receive their IMR money in January. If we capitalize the IMR revenue is recognized.
- The Secretary-Treasurer shared the adoption rate of KEV for each of the schools. KEV is also used as the accounting system for the school generated funds at the schools.
- Currently 1/3 of the Trustees income is not taxed. Effective 2019 all of the Trustees income will be taxed.
- The 2017-2018 enrolment verification audit has been sent out by Alberta Education in December and the information is due in to the government by February 9, 2018.
- Trustee G. Ibach asked about CEU monitoring. The Secretary-Treasurer stated that there were only 4 students that were monitored.
- The CEU cap was discussed and what kind of effect block funding would have if the government decided to implement it. Trustee G. Ibach wanted to know what would happen if we decided to implement block funding ahead of time as a division.
- The Secretary-Treasurer reviewed the 2017-2018 surplus plan and discussed some of the changes that have been made to the plan. The division plans to spend \$4.4 million of the surplus. The Secretary Treasurer asked if we wanted to allocate money in the surplus plan for the electrical connection and set up costs of the CTS/CTF trailer the board agreed to set aside \$250,000.

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

IX. Deputy Superintendent's Report

- The Deputy Superintendent and the Superintendent attended the Cass Zone 2/3 meeting in Edmonton.
- The Deputy Superintendent met on December 7, 2017 for CIF grant and reviewed what the schools are doing. All of the schools have a good plan in place for their expenditures. The District PD and the PD in April will use most of the PD money set aside with CIF. Fountas and Pinnell and looking at Psycho Education Analysis done at the schools for students.
- The Three Year Education plan has been posted to the website.
- The Accountability Pillar Results will be discussed in-camera.
- The first Faith Development Committee was held in December. Students and teachers represented each of the schools within the district. It was a really successful day and there was a lot of excitement.
- Human Resources will be discussed in-camera.
- The Wellness meeting went really well. The students picked the topics to discuss and organized the day.
- The Deputy Superintendent provided more information about the CTS trailers. The trailers are just under 1000 sq ft. Our district would most likely have a dual purpose trailer. For example we would be able to offer wood working and welding using one trailer. If hook ups cannot be installed at the schools then the division would have to purchase CTS trailers with generators. The cost of a CTS trailer is about \$1.5 million this includes the generators and everything needed to run the stations. The stations are separate. If one is ordered in January it could be ready and available in the fall. The board chair is excited for this endeavor and more investigation as to what is needed for the CTS trailer can be done. The Superintendent mentioned that while he was visiting schools he asked the students what

they would like to have added to their school and the jr. high mentioned mechanics and other CTS courses like that. The Deputy Superintendent mentioned that the equipment for 2 CTS programs would cost approximately \$200,000.

Motion 2017-113:

Trustee R. Nichols moved to allocate \$1.5 million for a CTS/CTF Trailer to be purchased from the divisions accumulated surplus. Motion carried.

X. In Camera Sessions

Motion 2017-114:

Trustee G. Ibach moved to go in camera at 7:25 pm. Motion carried.

Motion 2017-115:

Trustee J. Sanson moved to come out of camera at 9:18 pm. Motion carried.

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

XI. Superintendent's Report

- The Superintendent has discussed the important items out of his report in-camera.
- Trustee G. Ibach wanted to know if CASS has developed any procedures for the Bills that have been given Royal Assent. The Superintendent said that it will most likely will be parked until January.
- Trustee G. Ibach wanted to know about the CTS position at St. Thomas Aquinas. The position is a new position and will be advertised. The board will start Home Ec at the school.
- Trustee G. Ibach asked about The Alberta Regional Professional Development Consortia (ARPDC). Deputy Superintendent stated that it is tied to the Learning Network. Brent Allen does a lot of work with our schools.
- Trustee J. Sanson asked about the Out of Scope Agreement for the Central Services staff that was mentioned in the Superintendent's report. The Superintendent mentioned that the Central Services staff are not a part of CUPE and do not currently have an agreement in place. The Superintendent is currently working on an Out of Scope Agreement.
- Trustee D. Austin asked about the new course that Sheri Garnier is developing for dual credit. The Superintendent stated that she is working on a course for Health, Safety and Nutrition with Lakeland College and hopefully it will get accepted by the government and we will receive funding for it.

The Board accepts the Superintendent's report as presented.

XII. Committees

ASBA Representative - Trustee D. Klein

- Trustee D. Klein stated that the next meeting will be held on January 19, 2018.

ACSTA Director – Trustee G. Ibach

- Trustee G. Ibach said that ACSTA does not feel that the letter from the Justice Centre regarding Bill 24 is something that they will get engaged in at this time. There is no money set aside to assist in fighting this Bill.

Negotiations

- This was discussed during the in-camera session.

XII. New Business

Rural Symposium March 4-6, 2018

- The Rural Symposium will be held at West Edmonton Mall. Trustee D. Klein went last year and found it to be valuable and pertinent to our division.
- The deadline for Early bird registration is January 19, 2018.

Board Retreat and Bootcamp

- The retreat and the bootcamp will be combined this is an important event for the trustees to attend.
- The intent would be to have Thursday February 22 start at 12:00 and have a full day on Friday, February 23 and to have a half day on Saturday, February 24.

XIV. Information Items
Correspondence

- There were no correspondence items this month.

Trustee Round Table

- Trustee J. Sanson and Trustee T. Laurence are hosting lunch for the teachers at St. Jerome's School on December 21, 2017.

XV. Future Business

Date of the next regular Board Meeting will be held on Tuesday January 23, 2018 at Central Office, commencing at 4:00 pm.

XVI. Closing Prayer

Closing Prayer – Trustee R. Nichols
Next Meeting (January) – Trustee J. Sanson

XVII. Adjournment

Meeting was adjourned at 9:45 pm.

Respectfully submitted:

Jessica Channon, Board Executive Secretary

Date

Approved:

Mardy Charlebois, Board Chair

Date