



**+EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16**

**Regular Meeting - Minutes**

Monday, April 24, 2006

Central Office

**Board and Representatives:**

Myron Ganser	Chair	Presiding
Harry Loonen	Vice-Chair	Present
Debra Klein	Trustee	Present
Larry Wasylik	Trustee	Present
Jim Brady	Trustee	Present
Mardy Charlebois	Trustee	Present
Chris Nichols	Trustee	Present
Rob Nichols	Trustee	<b>Absent</b>

**Administrators**

Valerie Burgardt	Superintendent	Present
Stephen MacKenzie	Deputy Superintendent	<b>Absent</b>
Karrie Gau	Business Manager	Present
Chelse Hovde	Executive Assistant	Present

<b><u>Item</u></b>	<b><u>Content</u></b>	<b><u>Action</u></b>
I.	<b><u>Opening Prayer</u></b> Opening Prayer - Trustee C. Nichols	
	Next month (May) – Trustee H. Loonen	<i>Trustee H. Loonen</i>
II.	<b><u>Call to Order</u></b> Chairman Ganser commenced the meeting at 4:08 p.m.	
III.	<b><u>Consideration of the Agenda</u></b> Consideration of Agenda:  <b>Additions under New Business:</b> a) Mother Teresa School – Request for Bus b) Christ-King Letter c) Summer Maintenance d) Stettler Bussing Costs  <b>Motion 2006-40:</b> <i>Trustee L. Wasylik moved to approve the agenda as presented. Motion carried.</i>	
IV.	<b><u>Review of Previous Minutes</u></b>  <u>Minutes of March 27, 2006 Regular Board Meeting</u>  <b>Motion 2006-41:</b> <i>Trustee D. Klein moved to approve the minutes of the March 27, 2006 Regular Meeting. Motion carried.</i>	
V.	<b><u>Business Arising Out of Previous Minutes</u></b>  <b><u>BSS Chapel Doors</u></b> <ul style="list-style-type: none"> <li>▪ Davco has yet to receive the parts needed for the completion of the doors; therefore the project has yet to be finished.</li> <li>▪ Trustee H. Loonen will contact architect G. Williams about the time and date of delivery of the parts. If there is no progress, the board will write a letter to architect G. Williams to have the project completed by a certain date.</li> </ul> <b><u>Superintendent's Evaluation</u></b> <ul style="list-style-type: none"> <li>▪ The evaluation is complete.</li> </ul>	<i>Trustee H. Loonen</i>

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	<p><b><u>Stettler Expansion</u></b></p> <ul style="list-style-type: none"> <li>▪ A meeting took place on Tuesday, April 18, 2006 with the board of trustees and two consultants from Red Deer informing the public of the general process of forming a 4 x 4.</li> <li>▪ There are a total of 7 requests asking to be part of the 4 x 4 expansion.</li> <li>▪ A lunch meeting will be held on May 2, 2006 with Superintendent V. Burgardt, Deputy Superintendent S. MacKenzie, Trustees M. Ganser and C. Nichols, Clearview Board and personnel from Stettler County and the Town of Stettler to discuss the process of 4 x 4's.</li> <li>▪ Trustee C. Nichols has asked to have Stettler County Administrator Tim Fox attend the meeting.</li> </ul> <p><b><u>Mother Teresa School</u></b></p> <ul style="list-style-type: none"> <li>▪ The Board has asked for approval from the government to demolish the north-end of Mother Teresa School. The board has yet to receive a response.</li> </ul>	
<p><b>VI. <u>Superintendent's Report</u></b></p>	<p>Superintendent Burgardt's report is attached.</p> <ul style="list-style-type: none"> <li>▪ Superintendent V. Burgardt informed trustees that Len Kachuk, Marie Ruzicka, Nancy Baker and Marlene Lawrence have submitted their resignations effective June 30, 2006.</li> <li>▪ Superintendent V. Burgardt and Deputy Superintendent S. MacKenzie will schedule a meeting with Jeremy Laurence, Performing Arts Coordinator at Lakeland College to discuss options for performing arts in our schools.</li> <li>▪ Mother Teresa School is our school designated to report GLA in Language Arts and Math in June 2006.</li> <li>▪ Alberta Education will not be proceeding with mandatory implementation of second language learning in Grades 4 to 9.</li> <li>▪ The average class size in K to 3 will be set at 18.5 students by the end of the 2005-2006 school year.</li> <li>▪ Superintendent V. Burgardt informed trustees that the government will continue to provide the \$2,620 per child base grant but will not be adopting ACOL recommendations for junior kindergarten or mandatory full-day kindergarten.</li> <li>▪ Positions for vice principal at St. Jerome's, principal at Christ-King, teacher at St. Thomas Aquinas and AISI Coordinator have all been advertised.</li> <li>▪ School of Hope student Carter Snethum is one of only 17 children recognized for the "Great Kid" award in 2006 by the Government of Alberta for outstanding contributions.</li> <li>▪ Superintendent V. Burgardt informed the trustees of teacher Michelle Folk receiving a special offer from Purdue University to attend, all expenses paid, a summer course called "Inspire". University personnel will later visit Wainwright and provide, free of charge, a 2 day training session for 15 ECACS teachers.</li> </ul>	
<p><b>VII. <u>Deputy Superintendent's Report</u></b></p>	<p>Deputy Superintendent's report is attached.</p> <ul style="list-style-type: none"> <li>▪ Trustee M. Ganser presented Deputy Superintendent S. MacKenzie's board report.</li> <li>▪ Information is being updated in regard to facilities and an initial plan will be presented at the next board meeting.</li> <li>▪ A survey will be sent next week to receive input from staff and schools regarding Catholic Learning Community Days and Professional Development Days. Registration will take place in early June for these events.</li> <li>▪ Deputy Superintendent S. MacKenzie will be presenting the locally developed courses at the May board meeting.</li> <li>▪ The board reviewed the draft letter that will be sent to ASBIE in regard to insurance matters.</li> </ul>	<p><i>Deputy Superintendent S. MacKenzie</i></p>
<p><b>VIII. <u>Secretary-Treasurer's Report</u></b></p>	<p>Acting as Secretary-Treasurer, K. Gau's report is attached.</p> <ul style="list-style-type: none"> <li>▪ Principals have been given a deadline of May 3, 2006 to provide Secretary-</li> </ul>	

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	<p>Treasurer I. Paulik and Business Manager K. Gau with expenditure and staffing information to allow them time to finalize the budget by mid-May.</p> <ul style="list-style-type: none"> <li>▪ The Statement of Final Costs for St. Jerome’s Modernization Project has been processed by Alberta Infrastructure and Transportation. The final 10% of funding should be received in the next two weeks.</li> <li>▪ Acting Secretary-Treasurer K. Gau presented the board with a borrowing resolution which will allow East Central to obtain financial assistance from the Bank of Montreal by way of overdraft or otherwise as necessary from time to time. This resolution would carry forward until such time as it was repealed. Acting Secretary-Treasurer K. Gau recommends that the board approve the borrowing resolution.</li> <li>▪ Superintendent V. Burgardt will write a letter to Principal L. Kachuk informing him that the board will not support any funds to cover bussing costs.</li> <li>▪ Policy 12 – Early Retirement Incentive was discussed with the board. Executive Assistant C. Hovde will research other jurisdictions policies and make changes to it in regard to principals being involved in the decision making. It will be reviewed at the May board meeting.</li> </ul> <p><b>Motion 2006-42:</b> <i>Trustee J. Brady moved to move in camera. Motion carried.</i></p> <p><b>Motion 2006-43:</b> <i>Trustee C. Nichols moved to move out of camera. Motion carried.</i></p> <p><b>Motion 2006-44:</b> <i>Trustee M. Charlebois moved to approve the borrowing resolution with the Bank of Montreal. Motion carried.</i></p>	<p><i>Executive Assistant C. Hovde</i></p>
<p><b>IX. <u>Committees</u></b></p> <p><u>Accounts Payable</u></p> <p><b>Motion 2006-45:</b> <i>Trustee H. Loonen moved to approve the payment of all bills. Motion carried.</i></p> <p><u>ASBA Representative</u></p> <ul style="list-style-type: none"> <li>▪ Trustee C. Nichols is attending the ASBA meeting on Friday, April 28, 2006. He will support East Central Alberta Catholic School Division’s decision not to have a non-voting director and non-voting alternate.</li> <li>▪ Trustee L. Wasylik and Superintendent V. Burgardt will be attending the ASBA Spring Meeting on June 4, 5 and 6, 2006. Executive Assistant C. Hovde will complete their registrations.</li> </ul> <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> <li>▪ Executive Assistant C. Hovde will be in contact with ACSTA to receive posters to distribute Taxation brochures to schools and churches.</li> </ul> <p><u>Negotiations</u></p> <ul style="list-style-type: none"> <li>▪ Nothing to report.</li> </ul>		<p><i>Executive Assistant C. Hovde</i></p> <p><i>Executive Assistant C. Hovde</i></p>
<p><b>X. <u>New Business</u></b></p> <p><b><u>Mother Teresa School – Request for Bus</u></b></p> <ul style="list-style-type: none"> <li>▪ Principal D. Woodland wrote a letter to Superintendent V. Burgardt, requesting a bus for Mother Teresa School. The cost of operating a bus would come from the school’s budget.</li> </ul> <p><b>Motion 2006-46:</b> <i>Trustee J. Brady moved that the board purchase a bus for Mother Teresa School and the board will remind the school of the agreement with Alberta Infrastructure regarding</i></p>		

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	<p><i>the possible closure of Mother Teresa School if a gym is built in Theresetta School and if so, the bus will be allocated to another school. Motion carried.</i></p> <p><b><u>Christ-King Letter</u></b></p> <ul style="list-style-type: none"> <li>▪ Trustee M. Ganser read the letter sent to the Ministers from Christ-King School Council Chair regarding the transfer of Waverly School.</li> <li>▪ The meeting on May 2, 2006 is an information meeting to explain to the County and Clearview Board about ECACS's request to form a 4 x 4.</li> </ul> <p><b><u>Summer Maintenance</u></b></p> <ul style="list-style-type: none"> <li>▪ The board discussed a plan to provide summer maintenance to the schools.</li> <li>▪ Acting Secretary-Treasurer K. Gau will provide Deputy Superintendent S. MacKenzie with information in regard to the amount of money ECACS has in a regional basis for summer maintenance.</li> <li>▪ The board will meet with Deputy Superintendent S. MacKenzie to review the FAME list and discuss options for summer maintenance.</li> </ul> <p><b><u>Stettler Bussing Costs</u></b></p> <ul style="list-style-type: none"> <li>▪ Superintendent V. Burgardt will draft a letter explaining to Principal L. Kachuk why the board will not support funds for bussing costs.</li> </ul>	<p><i>Acting Secretary-Treasurer K. Gau</i></p> <p><i>Deputy Superintendent S. MacKenzie</i></p> <p><i>Superintendent V. Burgardt</i></p>
<p><b>XI. <u>In Camera Session</u></b></p>	<p><b>Motion 2006-47:</b> <i>Trustee H. Loonen moved to move in camera. Motion carried.</i></p> <p><b>Motion 2006-48:</b> <i>Trustee D. Klein moved to move out of camera. Motion carried.</i></p> <p><b>Motion 2006-49:</b> <i>Trustee C. Nichols moved to accept the letter of resignation with regret from Superintendent Valerie Burgardt effective July 31, 2006. Motion carried.</i></p>	
<p><b>XII. <u>Information Items</u></b></p>	<p><u>Correspondence</u> Chairman Ganser reviewed correspondence with trustees.</p> <p><u>Trustee Concerns</u></p> <ul style="list-style-type: none"> <li>▪ Trustee L. Wasylik informed the board that School of Hope wishes to have the conference and kitchen areas in their office painted every 5 years. The cost would be approximately \$5,000. Trustee L. Wasylik and Principal I. Long will organize the project.</li> <li>▪ Trustee C. Nichols thanked the trustees and members from Central Office who attended the successful 4 x 4 meeting on Tuesday, April 18, 2006.</li> <li>▪ Trustee L. Wasylik requested further clarification in regard to the contract between ECACS and Hemisphere.</li> </ul>	<p><i>Deputy superintendent S. MacKenzie</i></p>
<p><b>XIII. <u>Future Business</u></b></p>	<p>Date of next regular meeting is Monday, May 29, 2006 in Wainwright at Central Office, beginning at 4:00 p.m.</p>	
<p><b>XIV. <u>Adjournment</u></b></p>	<p>Meeting was adjourned at 9:45 p.m.</p>	

**Respectfully submitted:**

\_\_\_\_\_  
Chelse Hovde, Executive Assistant

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Date

**Approved:**

\_\_\_\_\_  
Myron Ganser, Board Chair

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Date