



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes
 Monday, November 27, 2006
 Central Office

Board and Representatives:

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

Administrators

Steve MacKenzie	Superintendent	Present
Iva Paulik	Secretary/Treasurer	Present
Karrie Gau	Business Manager	Present
Chelse Hovde	Executive Assistant	Present

Guests

Greg Ibach	Potential Trustee	Present
Scott Walker	Senior Manager, Meyers Norris Penny	Present
Tim Pochylko	Principal, Blessed Sacrament School	Present

<u>Item</u>	<u>Content</u>	<u>Action</u>
I	<u>Opening Prayer</u> Opening Prayer – Trustee D. Klein Next month (December) – Trustee L. Wasylik	Trustee L. Wasylik
II	<u>Action Items</u> Chairman Ganser commenced the meeting at 4:00 p.m.	
III	<u>Consideration of the Agenda</u> Consideration of Agenda: Additions under New Business: a) St. Thomas Aquinas Playground Request b) St. Thomas Aquinas Financial Assistance Request (Volleyball) c) Community Broadcasting – Christmas Road Safety d) Locking Doors at St. Jerome's e) Two Requests from School of Hope f) Christmas Party g) Meeting with Minister h) Chairman Interview with the <i>Stettler Independent</i> i) Ward Name Change Motion 2006-118: <i>Trustee C. Nichols moved to approve the agenda as presented. Motion carried.</i>	
IV	<u>Review of Previous Minutes</u> <u>Minutes of October 23, 2006 Regular Board Meeting and October 23, 2006 Organizational Meeting</u> Motion 2006-119: <i>Trustee D. Klein moved to approve the minutes of the October 23, 2006 Regular Meeting and the October 23, 2006 Organizational Meeting as presented. Motion carried.</i>	

<u>Item</u>	<u>Content</u>	<u>Action</u>
V	<p><u>Business Arising Out of Previous Minutes</u></p> <p><u>Theresetta Gym</u></p> <ul style="list-style-type: none"> ▪ Chairman M. Ganser and Superintendent S. MacKenzie met with MLA Doug Griffiths in regard to Theresetta School. Doug Griffiths has offered to meet with the Theresetta School Council and tour the school. ▪ Superintendent S. MacKenzie will invite Mike Walter to visit Theresetta School. ▪ Chairman M. Ganser and Superintendent S. MacKenzie reviewed the government plan for all schools. The number one priority for ECACS is Theresetta School. ▪ The Minister of Education reported that all projects in the government plan are to be completed in five years. <p><u>Balancing/Heating at BSS</u></p> <ul style="list-style-type: none"> ▪ Curriculum/Facilities Coordinator T. Koskie met with Hemisphere on November 14, 2006 in regard to the balancing/heating situation at Blessed Sacrament School. <p><u>Stettler 4 x 4 Request</u></p> <ul style="list-style-type: none"> ▪ Laketon and Scales have recently been rolled up. Laketon has five jurisdictions, while Scales has three. <p><u>Teacher Recognition</u></p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie will request suggestions from principals on how to improve working relationships between teachers and the ECACS board at the November administration meeting. 	<p>Superintendent S. MacKenzie</p>
VI	<p><u>Auditor's Presentation</u></p> <ul style="list-style-type: none"> ▪ Auditor S. Walker reviewed the financial statements with the board. <p>Motion 2006-120: <i>Trustee J. Brady moved to accept the Audited Financial Statements and Supporting Schedules for the year ended August 31, 2006 as presented. Motion carried.</i></p>	
VII	<p><u>Principal's Presentation</u></p> <ul style="list-style-type: none"> ▪ Principal T. Pochylko thanked the board for the opportunity to present. ▪ Enrolment numbers have exceeded budget at Blessed Sacrament for the 2006/2007 school year. They currently have 372 students. ▪ The Little Steps program started in the 2006/2007 school year at Blessed Sacrament School. 60 children are registered in the program, age 3 to 4 years, while there are 32 children in the Blessed Sacrament kindergarten class. ▪ A Leadership Program was started with grades 7 to 12. ▪ An athletic pursuits program has been started which provides opportunities for golf, tae kwon do and hockey for students. ▪ Blessed Sacrament School provides a cosmetology class and is currently considering providing hair dressing classes as well. ▪ The local radio station, Wayne FM, attended the first day of school and Halloween at Blessed Sacrament School. The radio station helps disperse the school's messages which therefore improve the communication between the school and town. ▪ The School Council meeting is Tuesday, December 5, 2006 at Central Office. The board and staff of Central Office are invited to attend. ▪ Blessed Sacrament School has approximately 6 to 8 hot lunches during a month as part of the lunch program. ▪ Elementary students will be participating in a Christmas concert in December. ▪ High School students will be participating in a trip to Europe during Easter holidays. 	
VIII	<p><u>Secretary-Treasurer's Report</u></p> <p>The Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> ▪ The 1-year warranty inspection was done on November 20, 2006 on the new administration building. ▪ A new stand-alone air conditioning unit will need to be purchased for the AADAC 	

<u>Item</u>	<u>Content</u>	<u>Action</u>
	<p>premises. The cost should be in the range of \$5,000.</p> <ul style="list-style-type: none"> ▪ Commodities Procurement Consortia has begun searching for the best available contract for natural gas. This will impact the future purchase of natural gas for the schools in Vermilion and Provost. ▪ The overall divisional operating deficit for the 2005/2006 school year is \$310,467. ▪ Instructional spending in schools increased by 11% compared to the 2004/2005 school year due to reasons such as: salaries of temporary and regular certificated staff increased by \$237K, salaries of support staff increased by \$211K, services, supplies and contracts exceeded the budget by approximately \$230K and board funded capital transactions amounted to \$565K. ▪ Central Office received a request from Blessed Sacrament School to assist with the costs incurred for Cross Country Provincials in Calgary and another request from St. Thomas Aquinas School for financial support in regard to accommodation and travel for their attendance at the Sr. Girl's Provincial Volleyball Tournament held in Vermilion. ▪ Secretary-Treasurer I. Paulik recommended the board make a motion as to the amount of financial support for participation in provincial activities. <p>Motion 2006-121: <i>Trustee M. Charlebois moved that the board provide financial support for students participating in provincial activities as follows: For team sports, a maximum of \$100 per player, up to \$1000 per team. For individual sports, a maximum of \$500. Financial assistance is to cover the travel and accommodation costs only. Motion carried.</i></p> <p>Motion 2006-122: <i>Trustee D. Klein moved to add point 5 to administrative procedure 308 and to be reviewed annually. Motion carried.</i></p>	
IX	<p><u>Superintendent's Report</u> The Superintendent's Report is attached.</p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie discussed the 2005/2006 AERR with trustees. The report will be on the website by the end of the week. <p>Motion 2006-123: <i>Trustee R. Nichols moved to approve in principle the 2005/2006 AERR as presented. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Trustees asked to have Technology Director M. Larson present at the January board meeting. ▪ The Special Education Committee is currently updating their procedures for the division. ▪ Curriculum/Facilities Coordinator T. Koskie has commenced work on a facilities manual for each of the schools within the division. ▪ Curriculum/Facilities Coordinator T. Koskie attended both CASS and CCSSA conferences. ▪ Curriculum/Facilities Coordinator T. Koskie is currently attending a CASS workshop. ▪ A facility binder will be created that will assist school administrators with general maintenance issues such as custodial services, alarm systems, etc. ▪ Curriculum/Facilities Coordinator T. Koskie will attend the January board meeting to discuss the overview of IMR projects for the 2006/2007 school year. ▪ Superintendent S. MacKenzie informed the board that he approved a request from St. Jerome's to give grades 1 to 4 a day off during the Sr. Girl's Provincial Volleyball Tournament after a discussion with Chairman M. Ganser. ▪ Superintendent S. MacKenzie informed the board that he would be working on the focus and system for next year's Professional Development days. ▪ The Three Year Education Plan and 2005/2006 AERR will be reviewed and discussed during a future board meeting. ▪ Superintendent S. MacKenzie recommended the board approve the "I See, I Learn" program. It is a program that provides eye exams to students within the 	<p style="text-align: right;"><i>Technology Director M. Larson</i></p> <p style="text-align: right;"><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p style="text-align: right;"><i>Superintendent S. MacKenzie</i></p>

<u>Item</u>	<u>Content</u>	<u>Action</u>
	<p>school division.</p> <p>Motion 2006-124: <i>Trustee J. Brady moved to approve the program, "I See, I Learn". Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Child Welfare Checks are to be provided by individuals within the division who have been offered a contract with ECACS. <p>Motion 2006-125: <i>Trustee C. Nichols moved that the board request Alberta Education change the name of the Killam Ward to the Stettler Ward. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie included the Schollie Report for the trustees review. 	
X	<p><u>Accounts Payable</u></p> <p>Motion 2006-126: <i>Trustee M. Charlebois moved to approve the payment of all bills. Motion carried.</i></p> <p><u>ASBA Representative</u></p> <ul style="list-style-type: none"> ▪ Nothing to report <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> ▪ Nothing to report. <p><u>Negotiations</u></p> <ul style="list-style-type: none"> ▪ The board responded to ASBA in regard to the level of service they wished to receive. 	
XI	<p><u>New Business</u></p> <p><u>St. Thomas Aquinas Playground Request</u></p> <ul style="list-style-type: none"> ▪ The School Council requested financial support from the board in regard to replacing the playground equipment at St. Thomas Aquinas School. ▪ The board will reply back to the School Council stating that they will cover only the cost of site preparation for the playground. <p><u>Community Broadcasting</u></p> <ul style="list-style-type: none"> ▪ Was dealt with by Central Office staff. <p><u>Two Requests from School of Hope</u></p> <ul style="list-style-type: none"> ▪ School of Hope requested the board's support to have non-registered students attend such activities as "Bring a Friend" and a day of fun at the Hope Resource center for students and their families. <p>Motion 2006-127: <i>Trustee C. Nichols moved to approve the two requests from School of Hope. Motion carried.</i></p> <p><u>Christmas Party</u></p> <ul style="list-style-type: none"> ▪ The board Christmas party will be held in the board room at Central Office. Supper will begin at 7:00 after the regular board meeting. ▪ Spouses and Central Office staff are invited to attend the Christmas party. ▪ People attending are to bring a \$10 to \$15 gift to participate in a Chinese Christmas Gift Exchange. <p><u>Meeting with Minister</u></p> <ul style="list-style-type: none"> ▪ Chairman M. Ganser discussed the meeting he attended with the Minister. Discussion on Steel Frame Modular Classrooms took place at the meeting. 	

<u>Item</u>	<u>Content</u>	<u>Action</u>
	<p><u>Chairman Interview with the <i>Stettler Independent</i></u></p> <ul style="list-style-type: none"> ▪ Chairman M. Ganser reviewed with trustees the discussion that took place between himself and a reporter from the <i>Stettler Independent</i> in regard to Christ-King School. 	
	<p><u>Ward Name Change</u></p> <ul style="list-style-type: none"> ▪ Dealt with in the Superintendent's report. 	
XII	<p><u>In Camera Session</u></p> <p>Motion 2006-128: <i>Trustee H. Loonen moved to go in camera. Motion carried.</i></p> <p>Motion 2006-129: <i>Trustee D. Klein moved to come out of camera. Motion carried.</i></p> <p>Motion 2006-130: <i>Trustee J. Brady moved to approve the board extend Employee #0126 Critical Illness Leave. Motion carried.</i></p>	
XIII	<p><u>Information Items</u></p> <p><u>Correspondence</u> Chairman Ganser reviewed correspondence with trustees.</p> <p>Motion 2006-131: <i>Trustee J. Brady moved to allow the University of Alberta to conduct a physical education study within the division. Motion carried.</i></p> <p><u>Trustee Concerns</u></p> <ul style="list-style-type: none"> ▪ Nothing to report. 	
XIV	<p><u>Future Business</u></p> <p>Date of the next regular meeting is Monday, December 18, 2006 at Central Office beginning at 4:00 p.m. with the Christmas party and supper to follow at 7:00 p.m.</p>	
XV	<p><u>Adjournment</u></p> <p>Meeting was adjourned at 10:00 p.m.</p>	

Respectfully submitted:

Chelse Hovde, Executive Assistant

Date

Approved:

Myron Ganser, Board Chair

Date