



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes
 Monday, December 18, 2006
 Central Office

Board and Representatives:

Myron Ganser	Chair	Presiding
Jim Brady	Vice-Chair	Present
Debra Klein	Trustee	Present
Larry Wasylik	Trustee	Present
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

<u>Item</u>	<u>Content</u>	<u>Action</u>
I.	<u>Opening Prayer</u> Opening Prayer – Trustee L. Wasylik Next month (January) – Trustee D. Klein	Trustee D. Klein
II.	<u>Action Items</u> Chairman Ganser commenced the meeting at 4:03 p.m.	
III.	<u>Consideration of the Agenda</u> Consideration of Agenda: Additions under New Business: a) Spring Conference b) By-Law Concerning Change of Ward Name c) Field Trip Requests d) Contract Request from School of Hope Motion 2006-132: <i>Trustee C. Nichols moved to approve the agenda as presented. Motion carried.</i>	
IV.	<u>Review of Previous Minutes</u> <u>Minutes of November 27, 2006 Regular Board Meeting.</u> Motion 2006-133: <i>Trustee C. Nichols moved to approve the minutes of the November 27, 2006 Regular Meeting as presented. Motion carried.</i>	
V.	<u>Business Arising Out of Previous Minutes</u> <u>Teacher Recognition</u> <ul style="list-style-type: none"> ▪ Trustees discussed options they could use to show appreciation for the staff within East Central Alberta Catholic Schools. ▪ “Staff Recognition” will be added to the agenda as point “b” under “Information Items”. <u>Theresetta Gym</u> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie informed trustees that Mike Walter will tour the Waverly School and Theresetta School on January 10, 2007. ▪ Superintendent S. MacKenzie, Mike Walter, Principal M. Faught and Curriculum/Facilities Coordinator T. Koskie will all attend the meeting. 	

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VI.	<p><u>Secretary-Treasurer's Report</u> The Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> ▪ Secretary-Treasurer I. Paulik and Business Manager K. Gau are in the process of visiting all the schools within the division to provide administration with the updates of last year financial results and the financial evaluation of the first quarter. ▪ Secretary-Treasurer I. Paulik and Business Manager K. Gau will present to the board the analysis of the first quarter results in January 2007. ▪ The deadline to submit a revised budget was moved to November 30, 2006. ▪ The original budget in June showed an operating deficit of \$110K. Additional funding for the 2006/2007 school year was not reflected in the June budget submission. ▪ The revised budget for the 2006/2007 school year shows a surplus of \$26,067. ▪ Secretary-Treasurer I. Paulik reviewed with trustees Schedule A (attached to the Secretary-Treasurer's report) that showed the breakdown of individual budget centers and their corresponding budgeted surpluses/deficits for the 2006/2007 school year. ▪ Secretary-Treasurer I. Paulik brought to the board's attention a letter St. Jerome's received from the Town of Vermilion. Streets near the school are being reconstructed and the school is expected to pay a percentage of the work. Secretary-Treasurer I. Paulik will research the matter further. 	<p><i>Secretary-Treasurer I. Paulik & Business Manager K. Gau</i></p> <p><i>Secretary-Treasurer I. Paulik</i></p>
VII.	<p><u>Superintendent's Report</u> The Superintendent's Report is attached.</p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie reviewed the By-Law regarding the name change of the Killam Ward to the Stettler Ward with the trustees. <p>Motion 2006-134: <i>Trustee H. Loonen moved to make the first and second reading for By-Law 1/2006 regarding the ward name change from Killam to Stettler. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie informed trustees that the technology plan will be presented to the board during the January board meeting. ▪ The Class Size Initiative report will be posted on the ECACS website. ECACS is presently meeting all ACOL Targets for the Class Size Initiative report. ▪ Curriculum/Facilities Coordinator T. Koskie will present the IMR plan to the board at the January board meeting. ▪ Superintendent S. MacKenzie plans to review with the board the work that was done by Marilyn Steers on the Three Year Education Plan. ▪ Superintendent S. MacKenzie will be meeting with administration from School of Hope to summarize the action plans that will be put in place in regard to the Alberta Education Review. ▪ Superintendent S. MacKenzie reviewed with the board Vermilion Outreach School's financial report for the 2005/2006 school year which currently has an operating reserve of \$20,905. ▪ Superintendent S. MacKenzie met with Aubrey Patterson to discuss options for Professional Development and Mission and Ministry Day. ▪ A facilities meeting took place at Blessed Sacrament School. Curriculum/Facilities Coordinator T. Koskie will create a facility binder that will include information such as alarm systems and custodial services. A binder will be made for each individual school. Copies will be kept at Central Office. ▪ Trustees received information about the Rural Ed Conference in the Superintendent's Report. ▪ "Mission to Mars" was featured in the ATA News. ▪ Superintendent S. MacKenzie reviewed the 2005/2006 AERR with trustees. Trustees are to inform Superintendent S. MacKenzie of any suggestions or changes they may have in regard to the report. Schools will receive their individual results in January. 	<p><i>Technology Director M. Larson</i></p> <p><i>Superintendent S. MacKenzie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Trustees</i></p>

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VIII.	<p><u>Accounts Payable</u></p> <p>Motion 2006-135: <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"> ▪ Submission dates for the Edwin Parr award will be released in 2007. <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> ▪ The director's retreat and the evaluation of the executive director will all take place on the 18 to the 20 of January. <p><u>Negotiations</u></p> <ul style="list-style-type: none"> ▪ Kendra King from ASBA has been appointed to be ECACS's liaison person in regard to labor relations. 	
IX.	<p><u>New Business</u></p> <p><u>Spring Conference</u></p> <ul style="list-style-type: none"> ▪ Trustees received a copy of the registration form for the 2007 ACSTA Spring Conference in Yellowknife. ▪ Trustees are to fill out the registration form and send it back to Executive Assistant C. Hovde as soon as possible. Executive Assistant C. Hovde will register the trustees for the conference. <p><u>By-Law Concerning Change of Ward Name</u></p> <ul style="list-style-type: none"> ▪ Discussed during the Superintendent's report. <p><u>Field Trip Requests</u></p> <ul style="list-style-type: none"> ▪ Teacher D. Gau requested approval from the board for the grades 7 to 9 at Blessed Sacrament School to attend their yearly ski trip. <p>Motion 2006-136: <i>Trustee M. Charlebois moved to approve the Blessed Sacrament Junior High ski trip for grades 7 to 9, to Table Mountain, North Battleford on January 18, 2007, provided that the field trip policy requirements are met. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Teacher D. Gau requested approval from the board for the grade 7 class at Blessed Sacrament School to attend their annual field trip to Birch Bay. <p>Motion 2006-137: <i>Trustee H. Loonen moved to approve the Grade 7 Blessed Sacrament School field trip to Birch Bay on the days of June 8, 9 and 10, 2007, provided that the field trip policy requirements are met. Motion carried.</i></p> <p><u>Contract Request from School of Hope</u></p> <ul style="list-style-type: none"> ▪ Superintendent S. Mackenzie will provide approval to School of Hope in regard to contracts. 	<p style="text-align: right;"><i>Trustees Executive Assistant C. Hovde</i></p> <p style="text-align: right;"><i>Superintendent S. MacKenzie</i></p>
X.	<p><u>In Camera Session</u></p> <p>Motion 2006-138: <i>Trustee D. Klein moved to go in camera. Motion carried.</i></p> <p>Motion 2006-139: <i>Trustee J. Brady moved to come out of camera. Motion carried.</i></p>	

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XI.	<u>Information Items</u> Correspondence Chairman Ganser reviewed correspondence with trustees. <u>Trustee Concerns</u> <ul style="list-style-type: none"> ▪ Trustees wished everyone a Merry Christmas and Happy New Year. 	
XII.	<u>Future Business</u> Date of the next regular meeting is Monday, January 22, 200 at Central Office beginning at 4:00 p.m.	
XIII.	<u>Adjournment</u> Meeting was adjourned at 6:40 p.m.	

Respectfully submitted:

Chelse Hovde, Executive Assistant

Date

Approved:

Myron Ganser, Board Chair

Date