



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

**Regular Meeting - Minutes**

Monday, January 22, 2007

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

**Guests**

Irene Long	Principal, School of Hope	Present
Linda Jacejko	Vice-Principal, School of Hope	Present
Lorraine Person	Vice-Principal, School of Hope	Present
Iain Menzies	System Administrator, School of Hope	Present
Tom Koskie	Curriculum/Facilities Coordinator	Present
Michael Larson	Technology Director	<b>Absent</b>

<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 D. Klein Next month (February) – Trustee M. Charlebois	<i>Trustee M. Charlebois</i>
II.	<b><u>Action Items</u></b> Chairman Ganser commenced the meeting at 3:57 p.m.	
III.	<b><u>Consideration of the Agenda</u></b> Consideration of Agenda:  <b>Additions under New Business:</b> a) Governance Agreement Meeting b) Provincial Bargaining Coalition c) ATCO Conference d) St. Thomas Aquinas Ski Trip Request e) Canadian Foodgrains Bank f) Litigation g) Clearview  <b>Motion 2007-001:</b> <i>Trustee J. Brady moved to approve the agenda as presented. Motion carried.</i>	
IV.	<b><u>Review of Previous Minutes</u></b>  <u>Minutes of December 18, 2006 Regular Board Meeting</u>  <b>Motion 2007-002:</b> <i>Trustee D. Klein moved to approve the minutes of the December 18, 2006 Regular Meeting as presented. Motion carried.</i>	

<u>Item</u>	<u>Content</u>	<u>Action</u>
V.	<p><b><u>Business Arising Out of Previous Minutes</u></b></p> <p><b><u>By-Law Concerning Change of Ward Name</u></b></p> <p><b>Motion 2007-003:</b> Trustee H. Loonen moved to make a third reading of motion 2006-134. Motion carried.</p> <p><b><u>BSS Chapel Doors</u></b></p> <ul style="list-style-type: none"> <li>▪ Trustee H. Loonen informed the board that the architect worked on the doors over the Christmas break.</li> <li>▪ The door now closes but it takes two people to do the task.</li> <li>▪ Trustee H. Loonen will inform the architect that ECACS will be satisfied once a solution has been found that will fix the doors.</li> </ul> <p><b><u>4 x 4 Requests</u></b></p> <ul style="list-style-type: none"> <li>▪ Trustee C. Nichols submitted two more 4 x 4 requests.</li> <li>▪ The two 4 x 4 letters will be faxed to Hugh McPherson and the originals will be filed at Central Office.</li> </ul>	Trustee H. Loonen
VI.	<p><b><u>Principal's Presentation</u></b></p> <ul style="list-style-type: none"> <li>▪ Principal I. Long thanked the board for the opportunity to present.</li> <li>▪ A photo album was passed around that included pictures from School of Hope's 10 year anniversary celebration.</li> <li>▪ School of Hope administrators presented to the board the new FirstClass software that School of Hope staff and students use.</li> <li>▪ The board was shown how FirstClass provides a calendar to staff, students and parents that tells when and where an event is being held and also provides the registration form for the event.</li> <li>▪ The calendars also provide information about holidays, staff meetings and exam dates.</li> <li>▪ Within FirstClass, an individual is able to instant chat with someone else who is online as well as send attachments through instant.</li> <li>▪ School of Hope has an online IPP program. This web-based program allows teachers to access information from the IPP program over the internet.</li> <li>▪ EluminateLive allows School of Hope to hold online meetings.</li> <li>▪ Principal I. Long informed the board that School of Hope students are being encouraged to write achievement exams and diploma exams.</li> </ul>	
VII.	<p><b><u>Technology Report</u></b></p> <ul style="list-style-type: none"> <li>▪ Technology Director M. Larson was unable to attend the meeting due to a medical appointment in Edmonton.</li> </ul>	
VIII.	<p><b><u>Curriculum/Facilities Report</u></b></p> <ul style="list-style-type: none"> <li>▪ Curriculum/Facilities Coordinator T. Koskie attended a Curriculum Zone meeting at the beginning of January. Alberta Education plans to implement a specific curriculum for a Junior High CTS courses.</li> <li>▪ The Learning Network has set up Social Studies Curriculum workshops in January and February. A workshop will take place at Mother Teresa School on February 16.</li> <li>▪ Grade 10 high school Social Studies teachers can meet with curriculum authors to discuss needs-assessments in St. Paul on Monday, January 29, 2007.</li> <li>▪ There are currently 4 Curriculum Facilitators signed up with the Learning Network for Social Studies in grades 5, 7, 8 and 10.</li> <li>▪ The Region 5 East Central Alberta Child and Family Services Authority has proposed a Governance Partnership which would include representatives and board members from various organizations from the region to meet a few times within the year to develop partnerships that would better serve children, youth and families.</li> <li>▪ Curriculum/Facilities Coordinator T. Koskie provided the board with a facilities update. The ceiling tiles in Theresetta Gym still need to be secured.</li> <li>▪ There has been little progress in regard to the air balancing project at School of Hope due to a shortage in labor. Curriculum/Facilities Coordinator T. Koskie will</li> </ul>	

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	<p>continue to contact Hemisphere so work on the project can be completed.</p> <ul style="list-style-type: none"> <li>▪ Curriculum/Facilities Coordinator T. Koskie reviewed with trustees the Facilities Overview Project Report.</li> <li>▪ The playground project at St. Thomas Aquinas School has been postponed for a year.</li> </ul>	<p>Curriculum/Facilities Coordinator T. Koskie</p>
<p><b>IX. <u>Secretary/Treasurer's Report</u></b></p>	<p>The Secretary/Treasurer's Report is attached.</p> <ul style="list-style-type: none"> <li>▪ Currently ECACS does not have a Deferred Salary Leave Plan in place. Clause 17 of the teachers' collective agreement states that "The Board shall maintain a Deferred Salary Leave Plan as per policy."</li> </ul> <p><b>Motion 2007-004:</b> <i>Trustee H. Loonen moved to establish an administrative procedure for a Deferred Salary Leave Plan. Motion carried.</i></p> <ul style="list-style-type: none"> <li>▪ Secretary/Treasurer I. Paulik informed the board that the Minister's Advisory ASBA sub-committee has recommended that a review be done of funding for special needs students. The review would take approximately two years and profiles would be adjusted in the third year to reflect the actual number of students served.</li> <li>▪ If the review takes place and our current number of severe students does not increase, our funding will be impacted significantly. Using current grant rates, the impact may be approximately \$220,000.</li> <li>▪ Secretary/Treasurer I. Paulik and Business Manager K. Gau are currently researching a proposal for a new long distance phone service non-regulated contract with Telus. The new proposal is for 5 years at \$0.021 per minute. Further research will be done on the proposal before a decision is made.</li> <li>▪ Business Manager K. Gau reviewed the financial results of schools for the first quarter with the board.</li> </ul>	<p>Secretary/Treasurer I. Paulik &amp; Business Manager K. Gau</p>
<p><b>X. <u>Superintendent's Report</u></b></p>	<p>The Superintendent's Report is attached.</p> <ul style="list-style-type: none"> <li>▪ Superintendent S. MacKenzie will review the Three Year Ed Plan with trustees at the February board meeting.</li> <li>▪ Superintendent S. MacKenzie informed the board that he would discuss a plan with administrators in regard to Professional Development at the administration meeting on January 23, 2007.</li> <li>▪ Superintendent S. MacKenzie and Curriculum/Facilities Coordinator T. Koskie will tour Theresetta School, Mother Teresa School and Christ-King School with Executive Director, Capital Planning Unit, Mike Walter.</li> <li>▪ A meeting will take place at Theresetta School on February 6, 2007 between Theresetta School Council and Doug Griffiths to discuss Theresetta gym.</li> <li>▪ There will be 4 additional foreign exchange students attending Blessed Sacrament School in the second semester. The foreign exchange student procedure will be reviewed to allow schools and Central Office more time to process intakes.</li> <li>▪ Superintendent S. MacKenzie and Curriculum/Facilities Coordinator T. Koskie attended formation and regular business meetings for CCSSA on January 18 and 19.</li> </ul>	<p>Superintendent S. MacKenzie</p> <p>Superintendent S. MacKenzie</p> <p>Superintendent S. MacKenzie and Curriculum/Facilities Coordinator T. Koskie</p>
<p><b>XI. <u>Committees</u></b></p> <p><b><u>Accounts Payable</u></b></p> <p><b>Motion 2007-005:</b> <i>Trustee M. Charlebois moved to approve the payment of all bills. Motion carried.</i></p> <p><b><u>ASBA Representative</u></b></p>	<ul style="list-style-type: none"> <li>▪ Trustee J. Brady will attend the ASBA meeting on Friday, January 26, 2007.</li> <li>▪ The MLA Zone 23 Luncheon will be held on February 23, 2007 in Edmonton.</li> </ul>	<p>Trustee J. Brady</p>



<u>Item</u>	<u>Content</u>	<u>Action</u>
	<p><b>Motion 2007- 007:</b> <i>Trustee D. Klein moved to go in camera. Motion carried.</i></p> <p><b>Motion 2007- 008:</b> <i>Trustee R. Nichols moved to come out of camera. Motion carried.</i></p>	
<b>XIV.</b>	<p><b><u>Information Items</u></b></p> <p><u>Correspondence</u> Chairman Ganser reviewed correspondence with trustees.</p> <p><u>Staff Recognition</u></p> <ul style="list-style-type: none"> <li>▪ As of January 25, 2007, Payroll Administrator D. Mills will have worked for East Central Alberta Catholic School Division for 25 years. She will receive the 25 year service award in the fall.</li> <li>▪ The Board of Trustees appreciates and recognizes Payroll Administrator D. Mills' contribution and dedication.</li> </ul> <p><u>Trustee Concerns</u></p> <ul style="list-style-type: none"> <li>▪ ECACS will pay all fees for the 2007 Spring Conference. After receiving the invoice from ACSTA, trustees will pay the cost of their individual activities attended at the conference.</li> <li>▪ Blessed Sacrament teacher M. Folk's class is creating cards to send with the trustees to show their support for the school that burnt down in Yellowknife.</li> </ul>	<i>Trustees</i>
<b>XV.</b>	<p><b><u>Future Business</u></b> Date of the next regular meeting is Monday, February 26, 2007 at Central Office beginning at 4:00 p.m.</p>	
<b>XVI.</b>	<p><b><u>Adjournment</u></b> Meeting was adjourned at 10:06 p.m.</p>	

**Respectfully submitted:**

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Chelse Hovde, Executive Assistant

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Date

**Approved:**

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Myron Ganser, Board Chair

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Date