



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes

Tuesday, May 6, 2008

Central Office

Board and Representatives:

Jim Brady	Chair	Presiding
Harry Loonen	Vice-Chair	Present
Debra Klein	Trustee	Present
Larry Wasylik	Trustee	Present
Mardy Charlebois	Trustee	Present (arrived @ 5:08 p.m.)
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
Tom Koskie	Curriculum/Facilities Coordinator	Present

Guests

Shawna James	Alliance School Parent Group	Present
Genelle Bunbury	Alliance School Parent Group	Present
Tracy Soldan	Acting Principal, Christ-King School	Present
Michelle Prediger	Principal, Mother Teresa School	Present
Michael Larson	Technology Director	Present

<u>Item</u>	<u>Content</u>	<u>Action</u>
I.	<u>Opening Prayer</u> Opening Prayer – Trustee R. Nichols Next meeting (May) – Trustee D. Klein	<i>Trustee D. Klein</i>
II.	<u>Action Items</u> Chairman J. Brady commenced the meeting at 4:04 p.m.	
III.	<u>Consideration of the Agenda</u> Additions under New Business: <ul style="list-style-type: none"> a) BSS Field Trip Request b) Theresetta Field Trip Request c) ASBA Spring General Meeting d) HPV Vaccine e) Summer Year End Picnic f) 50 Year Celebration for STA Motion 2008- 037: <i>Trustee C. Nichols moved to approve the agenda as presented. Motion carried.</i>	
IV.	<u>Review of Previous Minutes</u> <u>Minutes of March 31, 2008 Regular Board Meeting</u> Motion 2008- 038: <i>Trustee H. Loonen moved to approve the minutes of the March 31, 2008 Regular Meeting as presented. Motion carried.</i>	
V.	<u>Business Arising Out of Previous Minutes</u> <u>4x4 Provost Area</u> <ul style="list-style-type: none"> ▪ Trustee D. Klein reported to that Board that Myron Ganser has been working on the process of formation of 4x4s in the Provost area. 	

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	<p><u>4x4 Stettler Area</u></p> <ul style="list-style-type: none"> ▪ Vince Ackerman is currently working on a census for the southwest corner of Gadsby for the formation of 4x4s in the Stettler area. 	
VI.	<p><u>Alliance School Parent Group Presentation</u></p> <ul style="list-style-type: none"> ▪ Shawna James and Genelle Bunbury thanked the Board for the opportunity to present. ▪ Effective June 30, 2008, the public school in Alliance will be closed. The school currently has grades 1 to 3, a private kindergarten and a playschool. ▪ They requested help from ECACS #16 to form a Roman Catholic Separate School in Alliance. ▪ If a new school cannot be formed, parents would have to commit to driving their kids to a school everyday or students would endure an 87 km bus ride. ▪ The parents have asked for cross-boundary transportation. Battle River has declined the request and voted to maintain the mutual agreement they have with Clearview. ▪ Superintendent S. MacKenzie will research the boundaries and legalities before ECACS #16 responds to the situation. 	<p><i>Superintendent S. MacKenzie</i></p>
VII.	<p><u>Principal Presentation – Mother Teresa School</u></p> <ul style="list-style-type: none"> ▪ Mother Teresa School has 47 students in grade K to 9. ▪ The first goal within the school's Three Year Education Plan is to increase their involvement in the community. They have made the community aware of school activities by making posters and putting them in the post office. Students delivered suckers with notes to post office boxes and shoveled sidewalks as acts of kindness for Kindness Week. ▪ Their second goal is the Catholic Faith goal. To accomplish bringing prayer into everyday life of students, the school introduced different forms of praying. The school now has a lunch prayer and an end of the day prayer. ▪ The students' access to library resources and materials was increased by the creation of the Book Bus. Students can order their books through the internet from the Stettler Public Library, and then Principal M. Prediger is informed when the books are ready for pick up. ▪ A basketball team and a French Club were created to provide more extracurricular activities. ▪ At the beginning of every October, an awards night is held where kids are recognized not just for academics but for artistic and athletic abilities. ▪ Principal M. Prediger thanked the Board for the opportunity to present. 	
VIII.	<p><u>Principal Presentation – Christ-King school</u></p> <ul style="list-style-type: none"> ▪ Principal T. Soldan thanked the Board for the opportunity to present. ▪ The school logo for Christ-King was designed by a student's parent. ▪ The theme for this school year is Go M.A.D. (Make a Difference). ▪ Christ-King School rents a magnetic sign that allows for advertising to the community of upcoming school activities. ▪ The Jr. High students completed 4 service projects. This inspired the grade 5/6 class to create "Operation Beautification". This project involved planting flowers around the school. ▪ One of the school's goals in their Three Year Education Plan is to form a PLC to identify the areas of weakness in mathematics. A staff member attended the MCATA conference and reported back to the school. ▪ Another school goal is to enhance the relationship between the school, parents and community. A teacher writes a weekly column entitled, "Christ-King Chronicle" for the local newspaper. Students and their families participated in the National Terry Fox Run. ▪ Every grade in the school submitted something for the Stettler Music Festival. ▪ An Advent concert is housed in the church every year and all grades take part in it. ▪ Students in the school collect and donate to the local Food Bank. ▪ Monthly masses are held at the church. ▪ The school adopted a child from India through Chalice (Christian Childcare 	

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IX.	<p>International.)</p> <ul style="list-style-type: none"> ▪ Principal T. Soldan presented the Christ-King School website to the Board. It's being created by a student's parent. ▪ The school is looking at establishing a pre-kindergarten program. <p><u>Technology Report – Divisional Student Information Record System</u></p> <ul style="list-style-type: none"> ▪ Technology Director M. Larson reviewed the technology plan regarding the Divisional Student Information Record System. ▪ The division currently has separate SIS at each school location that consists of different usage depending on budgeting and population size. The goal is to have a system that will increase the effectiveness for teachers, school administration, and central office staff to communicate information to parents and Alberta Education. ▪ The system should be installed and running on the centralized server by July 2008, with the three southern schools connected by September 2008. ▪ An integration plan for the three larger schools and the Blessed Sacrament Outreach will be developed with the implementation and training dates being from November 2008 to May 2009. Training sessions will then be organized for all remaining staff members and new staff at the three original schools in late August 2009 with full implementation in September 2009. ▪ Technology Director M. Larson was asked to provide the Board with the budget estimates for individual schools. <p>Motion 2008-039: <i>Trustee D. Klein moved to accept the Technology Report as presented. Motion carried.</i></p>	<p style="text-align: right;"><i>Technology Director M. Larson</i></p>
X.	<p><u>Facilities Report</u></p> <p>The Curriculum/Facilities Coordinator's report is attached.</p> <ul style="list-style-type: none"> ▪ Plan E-3 for the Theresetta Capital Project was submitted to the cost consultant. The proposal came in \$800,000 higher than the Alberta Education funding. Changes were proposed to help reduce the cost. Curriculum/Facilities Coordinator T. Koskie reviewed the changes with the Board. The board discussed the options. <p>Motion 2008-040: <i>Trustee R. Nichols moved to go ahead with Plan E-5 for the Theresetta Capital Project. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ On April 15, 2008, Curriculum/Facilities Coordinator T. Koskie met with Principal T. Soldan, the Christ-King School Council Representative and architect J. Murray to discuss the proposal for Christ-King School. The preliminary cost estimate for the project will be put into the Capital Plan. ▪ Plans are being made to demolish the north end of Mother Teresa School, upgrade the washrooms, purchase Smart Boards and a wireless mobile computer lab. <p>Motion 2008-041: <i>Trustee R. Nichols moved to approve a letter of request be sent for Alberta Education/Infrastructure to allow us a one-time use of IMR funds for Mother Teresa School. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Curriculum/Facilities Coordinator was in contact with Dale Myggland regarding the BSS Chapel Doors. Dale Myggland estimated the cost to fix the doors to be approximately \$9000 (excluding finishing costs). <p>Motion 2008-042: <i>Trustee H. Loonen moved that Dale Myggland proceed with fixing the BSS Chapel Doors. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ Paving will take place at School of Hope and pea gravel will be put in the 	<p style="text-align: right;"><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p style="text-align: right;"><i>Curriculum/Facilities Coordinator T. Koskie</i></p>

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	<p>playground at Blessed Sacrament School in regard to summer IMR projects.</p> <ul style="list-style-type: none"> ▪ Darrel Teeter, on behalf of the division, submitted a CTS proposal to Skills Canada. The proposal was approved for total funding of \$297,000. A committee will be set up to review and revise the project if necessary. <p>Motion 2008- 043: <i>Trustee C. Nichols moved to accept the Curriculum/Facilities Coordinator's report as presented. Motion carried.</i></p>	
<p>XI.</p>	<p><u>Secretary/Treasurer's Report</u> The Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> ▪ Operational grants in the 2008-2009 budget increased by 4.53%, while Small Class Size Initiative funding increased by 9%. The AISI grant increased by 4.53% excluding enrolment increases. The Student Health Initiative support increased by 6%, while funding for transportation increased by 6.7%. ▪ There is \$96 million in IMR for the province. ▪ The 2008-2009 budget is due June 21, 2008. ▪ Secretary/Treasurer I. Paulik informed the Board of key assumptions for the 2008-2009 budget. Salaries for certificated and support staff will increase by 4.53% and the employer share of benefits will increase from 95 to 100% in September 2008. ▪ Effective January 1, 2009, the Alberta Government will be covering the premiums for Alberta Health Care, resulting in savings for the Board. ▪ Schools visits regarding the second quarter financial results were completed by Secretary/Treasurer I. Paulik and Business Manager K. Gau. ▪ STEP funding allocation for ECACS is in the amount of \$3800. School of Hope and the Technology department (may be shared with BSS) will be using the STEP program this summer. ▪ Secretary/Treasurer I. Paulik discussed with the Board the lump sum payment of \$1500 to teachers. ▪ Our financial system, Masterwork, has been bought out by Sylogist Ltd. Masterworks will be phased out over the course of 3 to 5 years. Secretary/Treasurer I. Paulik discussed options with the Board. ▪ A compliance audit will be conducted by Alberta Transportation. We will be contacted before March 20, 2009 to arrange a date for this audit. ▪ Business Manager K. Gau reviewed the preliminary enrolment estimates for the 2008-2009 school year with the Board. <p>Motion 2008- 044: <i>Trustee H. Loonen moved to accept the Secretary/Treasurer's report as presented. Motion carried.</i></p>	
<p>XII.</p>	<p><u>Superintendent's Report</u> The Superintendent's report is attached.</p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie informed the Board of several emergent bussing issues that took place recently. ▪ A pre-kindergarten program for Christ-King School is being developed and registrations will be accepted in May. ▪ The 2008-2009 budget will have to include funds for the communication plan. ▪ Principal T. Soldan will be attending a "Start Right" course in Olds for new principals. ▪ Superintendent S. MacKenzie informed the Board of plans for the professional development funds include supporting Professional Learning Communities and other divisional initiatives. ▪ Superintendent S. MacKenzie reviewed the monthly Human Resources report with the Board. <p>Motion 2008-045: <i>Trustee L. Wasylik moved to approve the Retirement Incentive Plan for Employee #144 and Employee #152. Motion carried.</i></p>	

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	<ul style="list-style-type: none"> ▪ The Superintendent will approve a request for leave of absence without pay, while the Board will approve only requests for leave of absence with pay. <p>Motion 2008-046: <i>Trustee C. Nichols moved to approve the request for Deferred Salary Leave for Employee #384. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ The 2008-2009 school calendars will be presented at the next regular Board meeting. ▪ Superintendent S. MacKenzie plans to attend all the 2007-2008 high school graduations. He also plans to visit all the schools to update their Three Year Education Plan, AERR, PLC's and communication. ▪ At the Superintendent's meeting with the Bishop, they were asked to advise their schools not to attend the "Bodyworlds" exhibition at the Telus Science Centre. ▪ Superintendent S. MacKenzie reviewed the jurisdictions reserve balances as of August 2007. <p>Motion 2008- 047: <i>Trustee D. Klein moved to approve the Superintendent's report as presented. Motion carried.</i></p>	<p>Superintendent S. MacKenzie</p>
<p>XIII.</p>	<p><u>Committees</u></p> <p><u>Accounts Payable</u></p> <p>Motion 2008- 048: <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"> ▪ Information regarding the HPV Vaccine should be made available to students and their parents. The opinion to receive this vaccine will be left at the parents' discretion. <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie will pick up the Catholic Dimensions. ▪ The ACSTA Fall Convention is November 14 to 16, 2008. <p><u>Negotiations</u></p> <ul style="list-style-type: none"> ▪ Trustee D. Klein informed the Board that the lawyers should have the collective agreement for support staff reviewed by mid May. 	<p>Superintendent S. MacKenzie</p>
<p>XIV.</p>	<p><u>New Business</u></p> <p><u>BSS Field Trip Request</u></p> <ul style="list-style-type: none"> ▪ Grades 9 to 12 from Blessed Sacrament School requested permission to attend a Student Leadership Conference in Morinville, Alberta on May 11 to 13, 2008. <p>Motion 2008-049: <i>Trustee M. Charlebois moved to approve the Blessed Sacrament School field trip request to Morinville, Alberta on May 11 to 13, 2008 for a Student Leadership Conference, provided that all field trip policy requirements have been met. Motion carried.</i></p> <p><u>Theresetta Field Trip Request</u></p> <ul style="list-style-type: none"> ▪ Theresetta School requested permission for a junior high field trip to Kootenay Plains on June 3 to 7, 2008. <p>Motion 2008-050: <i>Trustee D. Klein moved to approve the Theresetta School field trip request to Kootenay Plains on June 3 to 7, 2008, provided that all field trip policy requirements have been met. Motion carried.</i></p>	

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	<p><u>ASBA Spring General Meeting</u></p> <ul style="list-style-type: none"> ▪ Trustees are to inform Executive Assistant C. Hovde if they are attending the ASBA Spring General Meeting on June 2 to 3, 2008. <p><u>HPV Vaccine</u></p> <ul style="list-style-type: none"> ▪ Discussed during the ASBA report. <p><u>Summer Year End Picnic</u></p> <ul style="list-style-type: none"> ▪ The Board picnic will be held on Sunday, June 8, 2008 at Shorncliff Lake around 2:00 p.m. <p><u>50 Year Celebration for STA</u></p> <ul style="list-style-type: none"> ▪ The anniversary celebration will be held in Provost on June 20 and 21, 2008. Trustee D. Klein can be reached for tickets. 	Trustees
XV.	<p><u>In Camera Session</u></p> <p>Motion 2008- 051: <i>Trustee D. Klein moved to go in camera. Motion carried.</i></p> <p>Motion 2008- 052: <i>Trustee D. Klein moved to come out of camera. Motion carried.</i></p> <p>Motion 2008–053: <i>Trustee C. Nichols moved to accept the contract with Superintendent S. MacKenzie in principal as discussed. Motion carried.</i></p>	
XVI.	<p><u>Information Items</u></p> <p><u>Correspondence</u></p> <ul style="list-style-type: none"> ▪ Nothing to report. <p><u>Staff Recognition</u></p> <ul style="list-style-type: none"> ▪ Trustee H. Loonen wishes to recognize the work of the custodians for the clean appearance of Blessed Sacrament School. <p><u>Trustee Concerns</u></p> <ul style="list-style-type: none"> ▪ Trustee L. Wasylik informed Curriculum/Facilities Coordinator T. Koskie of the drainage problem at School of Hope. Curriculum/Facilities Coordinator T. Koskie will be in contact with Snelgrove concerning the problem. 	Curriculum/Facilities Coordinator T. Koskie
XVII.	<p><u>Future Business</u></p> <p>Date of the next regular meeting is Monday, May 26, 2008 at Central Office, commencing at 4:00 p.m.</p>	
XVIII.	<p><u>Adjournment</u></p> <p>Meeting was adjourned at 10:38 p.m.</p>	

Respectfully submitted:

Chelse Hovde, Executive Assistant

Date

Approved:

Jim Brady, Board Chair

Date