



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes

Monday, August 24, 2009

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
Chris Nichols	Trustee	Present
Rob Nichols	Trustee	Present
Greg Ibach	Trustee	Present

Administrators

Steve MacKenzie	Superintendent	Present
Iva Paulik	Secretary/Treasurer	Present
Tom Koskie	Curriculum/Facilities Coordinator	Present
Grace MacGregor	Business Manager	Present
Chelse Pearson	Executive Assistant	Present

Guests

<u>Item</u>	<u>Content</u>	<u>Action</u>
I.	<u>Opening Prayer</u> Opening Prayer – Trustee H. Loonen Next meeting (September) – Trustee R. Nichols	<i>Trustee R. Nichols</i>
II.	<u>Action Item</u> Chairman J. Brady commenced the meeting at 4:02 p.m.	
III.	<u>Consideration of the Agenda</u> Additions under New Business: a) Policy 21- Local Authorities Pension Plan Policy b) Identifying Catholic Members of the Government Motion 2009-094: <i>Trustee C. Nichols moved to approve the agenda as amended. Motion carried.</i>	
IV.	<u>Review of Previous Minutes</u> <u>Minutes of June 22, 2009 Regular Board Meeting</u> Motion 2009-095: <i>Trustee G. Ibach moved to approve the minutes of the June 22, 2009 Regular Meeting as presented. Motion carried.</i>	
V.	<u>Business Arising Out of Previous Minutes</u> <u>Transportation</u> ▪ Will be discussed in-camera. <u>Policy 19 – Board Governance and Operations</u> <u>Policy 20 – Acknowledgement of Deaths and Bereavements</u> Motion 2009-096: <i>Trustee L. Wasylik moved to have a Closing Prayer added to the Board meeting agenda before adjournment. Motion carried.</i> Motion 2009-097: <i>Trustee H. Loonen moved to approve Policy 19 – Board Governance and Operations</i>	

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VI.	<p><i>with amendments and Policy 20 – Acknowledgement of Deaths and Bereavements as presented. Motion carried.</i></p> <p>Facilities Report The Curriculum/Facilities Coordinator's report is attached.</p> <ul style="list-style-type: none"> ▪ Construction is on-going at Theresetta Catholic School and the gymnasium is scheduled to be completed for the end of December. ▪ A contingency plan has been put in place for the junior high students of Theresetta Catholic School for the month of September. Their classes will be held at the local hospital. ▪ Theresetta Catholic School will use the wireless lab for internet access during construction. ▪ Curriculum/Facilities Coordinator T. Koskie will be attending a site meeting at Theresetta Catholic School on Tuesday, August 25, 2009. ▪ Christ-King School has received funding for Phase 2 from Alberta Infrastructure. ▪ Construction at Christ-King School is on-going and a contingency plan will be put in place for staff and students. ▪ Water was found coming in the crawlspace at Christ-King School and the problem will be corrected. <p>Motion 2009-098: <i>Trustee C. Nichols moved the division go ahead with Phase 2 for the modernization of Christ-King School. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ There was water damage at School of Hope over the summer. The school went through insurance and the issue has been corrected. ▪ Curriculum/Facilities Coordinator T. Koskie was directed by the Board to take care of the water problem at School of Hope that was found when an individual backed into the school wall. ▪ Office renovations are taking place at St. Jerome's School. ▪ The roof at St. Jerome's School is rising. An engineer has assessed the situation and the result of the roof lifting is from gravel being removed from the top of it. The roof will need to be resealed. ▪ Painting and paving projects took place at St. Thomas Aquinas School over the summer. The bus garage is still being worked on. ▪ The outside of Mother Teresa School has been painted. ▪ Renovations were done to the CTS lab at the back of the library at Blessed Sacrament School. ▪ Curriculum/Facilities Coordinator T. Koskie will review any additional projects that need to be added to FAME and present it to trustees at the September Board meeting so the 2009-2010 IMR plan can be approved and submitted to Alberta Education by October 15. ▪ Year-end reports for Off-Campus Education are due September 30, 2009. Schools will stay with the current policy with a transition planned for 2010-2011. ▪ There is a new curriculum for Grade 6, Social 30-1, 30-2, and CTS. ▪ Mission and Ministry Day is Friday, August 28, 2009 at Provost, starting with mass at 9:30 a.m. ▪ New teachers in the division will meet their mentors within the mentorship program at Mission and Ministry Day. ▪ A pandemic meeting will be held at the Communiplex in Wainwright on September 11, 2009 from 9 to 4 to establish a protocol for a pandemic. ▪ The OH&S office has asked that masks, gowns, and gloves be ordered for schools. ▪ Schools have already been asked to have soap and hand sanitizers on hand and a room set out for anyone that has H1N1 or symptoms of H1N1. <p>Motion 2009-099: <i>Trustee D. Klein moved to approve the Curriculum/Facilities Coordinator's report as presented. Motion carried.</i></p>	<p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p> <p><i>Curriculum/Facilities Coordinator T. Koskie</i></p>

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<p>VII. <u>Secretary/Treasurer's Report</u></p>	<p>Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> ▪ Alberta Education will be making in-year adjustments to their budget and thus changing allocations to school jurisdictions. The changes are anticipated to be sent out before September 1, 2009. ▪ Alberta Education indicated that there will be consultation strategy for the budget year 2010-2011 but not for the immediate in-year adjustments. ▪ Trustees were asked to submit their 2008-2009 claims to Central Office by September 11, 2009 to ensure a proper cut-off in the general ledger. The 2008-2009 claims are to be separated from the 2009-2010 claims. ▪ Secretary 1 and Secretary 2 classifications are being reviewed. Administrators will be forwarded letters outlining findings and recommendations. General guidelines will be developed for these two positions. All support staff included in this review will be individually notified of their status. Effective September 1, 2009, new employees' hours should not exceed 7.5 hours. ▪ Grace MacGregor started with ECACS on August 17, 2009 and will be assisting ECACS in several areas such as the budget, financial management, etc. ▪ With regard to the Alberta Weekly Wage Index and the difference between 4.8% and 5.99%, the government has informed school jurisdictions that there is no money in their budget to pay the difference between 4.8% and 5.99%. The Minister will hold a teleconference call with Board Chairs on Thursday, August 27, 2009 at noon. ▪ Auditors for the 2008-2009 fiscal year will be MNP LLP. Trustees were provided a copy of the audit service plan. The audit is estimated to cost \$22,000 exclusive of taxes, travel and out of pockets costs. Trustees may directly contact the auditors with questions. The audit is scheduled for the last week in October. ▪ ECACS belongs to the Commodities Purchasing Consortia and our electricity contract will expire on December 31, 2010. Majority school boards need to decide whether to continue to work together to procure electricity. Secretary/Treasurer I. Paulik will attend a meeting on September 10, 2009 in Nisku to report our Board's decision. <p>Motion 2009-100: <i>Trustee C. Nichols moved that our administrators deal with the consortia regarding natural gas and electricity. Motion carried.</i></p> <p>Motion 2009-101: <i>Trustee M. Charlebois moved to approve the Secretary/Treasurer's report as presented.</i></p>	<p style="text-align: right;"><i>Trustees</i></p> <p style="text-align: right;"><i>Secretary/Treasurer I. Paulik</i></p> <p style="text-align: right;"><i>Secretary/Treasurer I. Paulik</i></p>
<p>VIII. <u>Superintendent's Report</u></p>	<p>The Superintendent's report is attached.</p> <ul style="list-style-type: none"> ▪ Alberta Education informed Superintendent S. MacKenzie that there is no legal issue with transporting non-resident students to another school division. ▪ Superintendent S. MacKenzie was directed by the Board to research the Christ-King transportation issue. ▪ Superintendent S. MacKenzie reviewed the Three Year Education Plan with trustees. ▪ Trustees are to read the first chapter in the book by Thomas Groome for the September Board meeting. ▪ H1N1 was discussed at the administration meeting with the emphasis on ensuring that schools have soap in dispensers and hand sanitizer in strategic locations. ▪ The human resources report was reported to the Board. ▪ Superintendent S. MacKenzie presented the School of Hope enrolment trends. <p>Motion 2009-102: <i>Trustee C. Nichols moved to accept the Superintendent's report as presented. Motion carried.</i></p>	<p style="text-align: right;"><i>Superintendent S. MacKenzie</i></p> <p style="text-align: right;"><i>Trustees</i></p>

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IX.	<p><u>Committees</u></p> <p><u>Accounts Payable</u></p> <p>Motion 2009-103: <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"> ▪ Chairman J. Brady will report concerns the trustees discussed at the next ASBA meeting. <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> ▪ The Catholic Conference is March 12 and 13, 2010 at the Mayfield Inn in Edmonton. David Wells will be the keynote speaker. Executive Assistant C. Pearson will book rooms for trustees J. Brady, M. Charlebois, D. Klein, H. Loonen, and L. Wasyluk. ▪ Trustees were asked to report on the support they receive from their MLAs. ▪ The next ACSTA meeting is September 12, 2009. <p><u>Negotiations</u></p> <ul style="list-style-type: none"> ▪ Nothing to report. 	<p><i>Executive Assistant C. Pearson</i></p> <p><i>Trustees</i></p>
X.	<p><u>New Business</u></p> <p><u>Policy 21 – Local Authorities Pension Plan Policy</u></p> <ul style="list-style-type: none"> ▪ Trustees will review Policy 21 and bring suggestions to the September Board meeting. <p><u>Identifying Catholic Members of the Government</u></p> <ul style="list-style-type: none"> ▪ Discussed during the ACSTA report. 	<p><i>Trustees</i></p>
XI.	<p><u>In Camera Session</u></p> <p>Motion 2009-104: <i>Trustee M. Charlebois moved to go in camera. Motion carried.</i></p> <p>Motion 2009-105: <i>Trustee R. Nichols moved to come out of camera. Motion carried.</i></p> <p>Motion 2009-106: <i>Trustee G. Ibach moved to have a review of our bussing options completed and presented at a Board meeting. Motion carried.</i></p>	
XII.	<p><u>Information Items</u></p> <p><u>Correspondence</u></p> <ul style="list-style-type: none"> ▪ Chairman J. Brady reviewed the correspondence with trustees. <p><u>Staff Recognition</u></p> <ul style="list-style-type: none"> ▪ The Board wishes to recognize Paulette Dorland, Tim Hudson, Kelly McCormack, Janet Kaye, Tracy Campbell, Mitch Drake, Derek Holte, and the students that all helped clean and organize Blessed Sacrament School for the 2009-2010 school year. ▪ The Board wishes to recognize St. Thomas Aquinas School student Ngairé King for receiving a \$52,000 scholarship. <p><u>Trustee Concerns</u></p> <ul style="list-style-type: none"> ▪ Blessed Sacrament School and Wainwright High School came to an agreement which will allow students from Blessed Sacrament School to play football on the Wainwright High School Commandos football team. 	

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XIII.	<p><u>Future Business</u> Date of the next regular meeting is Monday, September 28, 2009 at Central Office, commencing at 4:00 p.m.</p>	

XIV. **Adjournment**
Meeting was adjourned at 8:49p.m.

Respectfully submitted:

Chelse Pearson, Executive Assistant

Date

Approved:

Jim Brady, Board Chair

Date