



EAST CENTRAL ALBERTA CATHOLIC SCHOOLS REGIONAL DIVISION # 16

Regular Meeting - Minutes
 Monday, September 28, 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	Absent
Chelse Pearson	Executive Assistant	Present

Guests

Tim Pochylko	Principal, Blessed Sacrament School	Present
Brian Boos	Vice Principal, Blessed Sacrament School	Present
Kathy Charlton	Health Canada – Youth Resiliency Project	Present
Carol Stringer	Health Canada – Youth Resiliency Project	Present
Don Whitaker	Health Canada – Youth Resiliency Project	Present

Item	Content	Action
I.	<u>Opening Prayer</u> Opening Prayer – Trustee R. Nichols	Next meeting (October) – Trustee C. Nichols <i>Trustee C. Nichols</i>
II.	<u>Action Item</u> Chairman J. Brady commenced the meeting at 4:05 p.m.	
III.	<u>Consideration of the Agenda</u> Additions under New Business: a) BSS Student Leadership Request b) STA School Council c) School Council Supper Motion 2009-109: <i>Trustee D. Klein moved to approve the agenda as amended. Motion carried.</i>	
IV.	<u>Review of Previous Minutes</u> <u>Minutes of August 24, 2009 Regular Board Meeting</u> <u>Minutes of September 16, 2009 Special Board Meeting</u> Motion 2009-110: <i>Trustee H. Loonen moved to approve the minutes of the August 24, 2009 Regular Board Meeting and September 16, 2009 Special Board Meeting as presented. Motion carried.</i>	
V.	<u>Business Arising Out of Previous Minutes</u> <u>Policy 21 – Local Authorities Pension Plan Policy</u> ▪ Secretary/Treasurer I. Paulik and Business Consultant G. MacGregor recommended clarifications. Motion 2009-111: <i>Trustee H. Loonen moved to approve Policy 21 – Local Authorities Pension Plan Policy</i>	

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VI.	<p><i>with amendments. Motion carried.</i></p> <p><u>Principal Presentation – Blessed Sacrament School</u></p> <ul style="list-style-type: none"> ▪ FTE for Blessed Sacrament School is 427. ▪ There are approximately 80 to 100 students in Little Steps. ▪ A group of Blessed Sacrament students will be attending a Student Leadership Conference in Olds. ▪ Blessed Sacrament students will be attending a field trip to Europe in April 2010. ▪ Students in the Blessed Sacrament band went to Camp Encounter and recorded a demo tape of their music which may result in them playing in the parade at Disneyland during their trip in 2010. ▪ Blessed Sacrament School will have a Thanksgiving celebration at noon on Wednesday, October 7, 2009. ▪ Blessed Sacrament School will host the Career Fair this year on November 2, 2009. Elementary classes will be cancelled that day due to the Career Fair. ▪ Blessed Sacrament School has come to an agreement with Wainwright High School to allow Blessed Sacrament School students to play football with the Wainwright High School Commandos. ▪ The Junior/Senior High Awards Night will be held on October 9, 2009. <p><u>Transportation</u></p> <ul style="list-style-type: none"> ▪ An agreement for bus drivers has been drafted and is still under review. ▪ The transportation of an ECACS student to another one of our schools has been settled by the student registering with the school closest to them. ▪ Superintendent S. MacKenzie informed the Board that ECACS will transport a non-resident student to Clearview through a request from the receiving school. <p><u>Facilities Report</u></p> <p>The Curriculum/Facilities Coordinator's report is attached.</p> <ul style="list-style-type: none"> ▪ The construction pace at Theresetta Catholic School is currently slow. Pilings and foundation are in place and the walls to the gym should soon be erected. ▪ The Christ-King School project continues to make good progress. Classes are currently taking place in the Clearview Division Office side. The goal is to be in 4 to 5 completed classrooms by the end of October. ▪ Curriculum/Facilities Coordinator T. Koskie provided schools with their 10 year PAT/DER results. ▪ Superintendent S. MacKenzie reviewed the 2009-2010 IMR plan with trustees. <p>Motion 2009-112: <i>Trustee G. Ibach moved to approve the IMR Plan for the 2009-2010 school year. Motion carried.</i></p> <ul style="list-style-type: none"> ▪ ECACSs' online facility audit company FAME has an agreement with Alberta Infrastructure which allows us to use the FAME software to import our IMR reports to ReCAPP (software used by Infrastructure.) ▪ New teachers were paired up in the Mentorship Program and met their mentors on Mission and Ministry Day. ▪ The joint committee between ECACS and BTPS is currently developing and finishing the business continuity plan for OH&S. ▪ After the pandemic meeting, letters were sent to staff and students regarding hygiene and the progress of the pandemic plan. ▪ Curriculum/Facilities Coordinator T. Koskie will attend more site meetings down south on Wednesday, September 30, 2009. ▪ Feedback from staff regarding Mission and Ministry Day was positive. <p>Motion 2009-113: <i>Trustee D. Klein moved to approve the Curriculum/Facilities Coordinator's report as presented. Motion carried.</i></p>	<p style="text-align: right;"><i>Curriculum/Facilities Coordinator T. Koskie</i></p>

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VIII.	<p><u>Secretary/Treasurer's Report</u> Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> ▪ Secretary/Treasurer I. Paulik attended the CPC meeting on September 10, 2009. There are two options for electricity purchasing. Either a short-term contract to be secured in the near future or a renewable energy project that would provide longer term price security in a "fit for purpose project" through a Power Purchase Agreement. Project SEE is no longer as the government does not wish to invest in it. ▪ Alberta Education deducted the first installment from our monthly ASFF payments. The total amount clawed back from the operating reserves determined at August 31, 2008 will be \$422,828. ▪ ECACS was notified by Alberta Education that the Copyright Board of Canada released its decision on Access Copyright's photocopying tariff for elementary and secondary schools for 2005 to 2009. The tariff replaces the previously negotiated pa-Canadian license agreement which expired on August 31, 2004. The Copyright Board set a rate of \$5.16 with a 10% discount for the first 4 years, resulting in a tariff of \$4.64 per FTE for the years 2005 to 2008. ECACS's liability is \$27,021.73. ▪ The Board of ECACS passed a motion at the special Board meeting on September 16, 2009 to approve 4.82% salary increase for the certificated and support staff effective September 1, 2009. All certificated and support staff salaries have been adjusted to reflect the 4.82% salary increase. ▪ Secretary/Treasurer I. Paulik informed the Board of the fundraiser Central Office organized to raise funds for the local Food Bank on September 16, 2009. A cheque in the amount of \$500 was presented to the Food Bank. ECACS would like to thank BSS for the use of their tables and chairs, DAVCO for the BBQ and Co-Op for their donation. ▪ A draft copy of Administrative Procedure 515- Employee Travel Expenses Claims was presented to the Board. Trustees will review the draft and bring suggestions to the October Board meeting. <p>Motion 2009-114: <i>Trustee C. Nichols moved to approve the Secretary/Treasurer's report as presented.</i></p> <p><u>Health Canada – Youth Resiliency Project</u></p> <ul style="list-style-type: none"> ▪ The goal of the project is to reduce alcohol and drug use in the communities. ▪ The program provides resources to individuals to help build assets in youth. ▪ Kids and Drugs workshops can be provided to parents. ▪ Members of the Youth Resiliency Project hope to develop two youth advisory councils to assist them and provide feedback on the project. ▪ The project has asked and will receive support from the ECACS Board 	<p style="text-align: right;"><i>Trustees</i></p>
IX.	<p><u>Superintendent's Report</u></p> <ul style="list-style-type: none"> ▪ Superintendent S. MacKenzie reviewed with trustees the boards' plan for religious formation. ▪ Superintendent S. MacKenzie reviewed with the Board the monthly Human Resources report. ▪ The wording in administrative procedures will be amended by adding "or designate" after "Superintendent". ▪ Dates in administrative procedures will also be changed to relate to walk thrus. ▪ Superintendent S. MacKenzie reviewed with trustees the ECACS 4x4s. ▪ Trustees were provided with a summary for Chapter 1 in the Thomas Groome book. <p>Motion 2009-115: <i>Trustee C. Nichols moved to accept the Superintendent's report as presented. Motion carried.</i></p> <p>Motion 2009-116: <i>Trustee C. Nichols moved to go in camera. Motion carried.</i></p>	

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	<p>Motion 2009-117: Trustee D. Klein moved to come out of camera. Motion carried.</p> <p>X. <u>Committees</u></p> <p><u>Accounts Payable</u></p> <p>Motion 2009-118: Trustee H. Loonen moved to approve the payment of all bills. Motion carried.</p> <p><u>ASBA Representative</u></p> <ul style="list-style-type: none"> ▪ MELRA awards will be held on November 27, 2009. ▪ Executive Assistant C. Pearson will register trustees attending the ACSTA Conference and ASBA Conference, both in November. <p><u>ACSTA Director</u></p> <ul style="list-style-type: none"> ▪ Discussed in camera. <p><u>Negotiations</u></p> <ul style="list-style-type: none"> ▪ Nothing to report. <p>XI. <u>New Business</u></p> <p><u>BSS Student Leadership Conference Request</u></p> <ul style="list-style-type: none"> ▪ Five students from Blessed Sacrament School requested Board approval to attend a Student Leadership Conference in Olds on September 29, 2009 to October 4, 2009. <p>Motion 2009-119: Trustee H. Loonen moved to approve the Blessed Sacrament School trip to a Student Leadership Conference in Olds on September 29, 2009 to October 4, 2009, provided that all field trip procedure requirements have been met. Motion carried.</p> <p><u>STA School Council</u></p> <ul style="list-style-type: none"> ▪ The St. Thomas Aquinas School Council has requested that AISI Coordinator R. Lindsay conduct a session at the school on the new math program. Superintendent S. MacKenzie will inform AISI Coordinator R. Lindsay of the request. <p><u>School Council Supper</u></p> <ul style="list-style-type: none"> ▪ Trustee D. Klein will organize a supper meeting for school councils on April 14, 2010. <p>XII. <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"> ▪ Nothing to report. 	<p><i>Executive Assistant C. Pearson</i></p> <p><i>Superintendent S. MacKenzie</i></p> <p><i>Trustee D. Klein</i></p>

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	<u>Trustee Concerns</u> <ul style="list-style-type: none"> ▪ Trustee D. Klein thanked Trustee L. Wasylik for his work on the gifts for Mission and Ministry Day and also Central Office for their work with Mission and Ministry Day. 	
XIII.	<u>Future Business</u> Date of the next regular meeting and organizational meeting is Monday, October 26, 2009 at Central Office, commencing at 4:00 p.m.	
XIV.	<u>Adjournment</u> Meeting was adjourned at 10:16 p.m.	

Respectfully submitted:

Chelse Pearson, Executive Assistant

Date

Approved:

Jim Brady, Board Chair

Date