



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

**Regular Meeting - Minutes**

Monday, October 26, 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 (arrived at 5:06 p.m.)
Chris Nichols	Trustee	Present (left at 9:16 p.m.)
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 Consultant	Present
Chelse Pearson	Executive Assistant	Present

**Guests**

Sean Whelan	Vice Principal, St. Jerome's School	Present
Pat Calynuik	FSL Representative	Present
Mark Fox	Technology Director	Present

<b>Item</b>	<b>Content</b>	<b>Action</b>
I.	<b><u>Opening Prayer</u></b> Opening Prayer – Trustee C. Nichols Next meeting (November) – Trustee D. Klein	<i>Trustee D. Klein</i>
II.	<b><u>Action Item</u></b> Chairman J. Brady commenced the meeting at 4:56 p.m.	
III.	<b><u>Consideration of the Agenda</u></b>  <b>Additions under New Business:</b> <ul style="list-style-type: none"> <li>a) Board Photo</li> <li>b) School Act</li> <li>c) Stop the Cuts Campaign</li> </ul> <b>Motion 2009-130:</b> <i>Trustee C. Nichols moved to approve the agenda as amended. Motion carried.</i>	
IV.	<b><u>Review of Previous Minutes</u></b>  <u>Minutes of September 28, 2009 Regular Board Meeting</u>  <b>Motion 2009-131:</b> <i>Trustee R. Nichols moved to approve the minutes of the September 28, 2009 Regular Board Meeting as amended. Motion carried.</i>	
V.	<b><u>Business Arising Out of Previous Minutes</u></b>  <b><u>ACSTA &amp; ASBA Conferences</u></b> <ul style="list-style-type: none"> <li>▪ Executive Assistant C. Pearson confirmed with trustees their registrations for the ACSTA and ASBA Conferences in November.</li> </ul>	<i>Executive Assistant C. Pearson</i>
VI.	<b><u>Principal Presentation – St. Jerome's School</u></b> <ul style="list-style-type: none"> <li>▪ Enrolment at St. Jerome's School is down 8 from last school year.</li> <li>▪ St. Jerome's School has projected a \$25,000 deficit for the 2009-2010 school year.</li> <li>▪ There is currently 17 support staff hired for St. Jerome's School and staffing is 20.25</li> </ul>	

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	<p>FTE.</p> <ul style="list-style-type: none"> <li>▪ Allan MacMillan and Sean Whelan share the position of vice principal.</li> <li>▪ For athletics in the school, there is cross country running, boys and girls volleyball and basketball teams, badminton, track and field, and golf.</li> <li>▪ The school has 2 students attending an international conference regarding Student Leadership.</li> <li>▪ Senior high extra-curricular activities include the yearbook committee, winter carnival volunteers and fall supper volunteers.</li> <li>▪ Junior high extra-curricular activities include student leadership, lunch room volunteers, peer tutoring and declamation.</li> <li>▪ Elementary programs include the Christmas concert, skip club, and the elementary newsletter which is monthly.</li> <li>▪ The school participates in Christian and community activities such as the Terry Fox Run, Christmas shoe boxes for Ukrainian orphanages, Mission in India, Father Joe McGuigan Mission, Santa's Anonymous and the Food Bank.</li> <li>▪ The staff sponsors 5 families at Christmas time and Christmas caroling is usually done at the hospital and senior centre.</li> <li>▪ The grade 3 PATs are in the top 5% of the province, while the grade 6 PATs are at the provincial average and grade 9 PATs in English and Science are growth areas.</li> <li>▪ A Chemistry 30 Tutorial is being offered and 13 students are participating in it and will rewrite the exam in January.</li> <li>▪ The school received 2 new buses in 2009.</li> <li>▪ The school has a new work area and infirmary, along with new storage and work area upstairs.</li> <li>▪ There was also 50 new lockers installed in the school, the drainage system was improved for the playground and bathrooms throughout the school were updated.</li> <li>▪ The Olympic Torch Relay is using St. Jerome's School as a stopover point.</li> <li>▪ The school will be hosting a 1A Boys and Girls Provincial Basketball Championship on March 17 to 20, 2010 and is looking for volunteers.</li> <li>▪ St. Jerome's School won the Garfield Weston award.</li> </ul>	
<p><b>VII.</b></p>	<p><b><u>Technology Report</u></b></p> <ul style="list-style-type: none"> <li>▪ The division has moved to Googles' email service and is putting its tools to use with the help of Lead Teacher L. Koskie. The old email server will be shut down.</li> <li>▪ Video Conferencing was not working in time for the Institute Day on October 9, 2009.</li> <li>▪ Wireless labs are being set up in Mother Teresa School and Christ-King School. Theresetta Catholic School already has a wireless lab set up.</li> <li>▪ Technology Director M. Fox is researching an affordable solution for a virus software.</li> <li>▪ The technology staff will continue to replace servers across the division.</li> <li>▪ Christ-King School and Blessed Sacrament School have been moved over to SHAW internet service and the technology staff will continue to do the same for the remaining schools.</li> </ul>	<p><i>Technology Department</i></p> <p><i>Technology Director M. Fox Technology Department</i></p> <p><i>Technology Department</i></p>
<p><b>VIII.</b></p>	<p><b><u>FSL</u></b></p> <ul style="list-style-type: none"> <li>▪ The Family School Liaison has been around since 1998. In 2000, BTPS and ECACS took over FSL in partnership.</li> <li>▪ FSL has provided counseling services to 6040 students over time.</li> <li>▪ Schools have been and continue to be the number one referral source for FSL.</li> <li>▪ On June 30, 2009, FSL lost a percentage of funding. This resulted in having only 8 members with FSL and cutting the program down to ten months.</li> <li>▪ The majority of the FSL team has been certified in CRISIS Management.</li> <li>▪ The FSL team will be trained in anxiety programs.</li> <li>▪ Principals in the ECACS division were trained last year in Threat Assessment.</li> <li>▪ Clearview now provides FSL to schools in the south.</li> </ul>	
<p><b>IX.</b></p>	<p><b><u>Facilities Report</u></b></p> <p>The Curriculum/Facilities Coordinator's report is attached.</p> <ul style="list-style-type: none"> <li>▪ The project pace at Theresetta Catholic School has improved. The gymnasium</li> </ul>	

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	<p>walls have been erected and the height of the gym was addressed and corrected at the cost of \$97,000. The junior high section of the school should be complete but is pending arrival of millwork. This will include 3 new classrooms.</p> <ul style="list-style-type: none"> <li>▪ A percentage of students at Theresetta Catholic School have been sick and therefore, regarding protocol, the Health Region was notified and the situation is being monitored.</li> <li>▪ The division is looking at purchasing wrap-up insurance for the Theresetta Catholic School project but at a lower price than \$17,000 so therefore the situation is being researched further.</li> <li>▪ The project at Christ-King School is progressing well. A site meeting is being held on November 4, 2009 and a moving date will be determined at the meeting.</li> <li>▪ The incident at Christ-King School where the tarp blew off the roof during the windstorm and caused a power outage was investigated and deemed to be an act of God because due diligence was done by the contractor.</li> <li>▪ Curriculum/Facilities Coordinator T. Koskie will be meeting with Alberta Education and Alberta Infrastructure the first week of November at Christ-King School.</li> <li>▪ The division has until October 30, 2009 to submit any concerns by letter regarding the Wind Farm Project in Halkirk. The boards' only concerns would be the noise generated by it.</li> <li>▪ Work on the boiler at Mother Teresa School needs to be completed after the inspection was done on it.</li> <li>▪ The 2009-2010 IMR Plan was submitted October 15, 2009 and approved.</li> <li>▪ The Arts Education curriculum will be revamped.</li> <li>▪ An online data bank of courses regarding Locally Developed Courses will be established for schools to access and modify for their own use and will be available on the Extranet.</li> <li>▪ For the 2008-2009 school year, there were 108 students in Off-Campus Education and a total of 981 credits were earned.</li> <li>▪ A plan has been finalized between BTPS and ECACS regarding the pandemic. It has been put on the web page and the committee will meet every two months to update it.</li> <li>▪ The Alberta Assessment Consortium will be October 29 to 30, 2009.</li> </ul>	<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><b>Motion 2009-132:</b>  <i>Trustee H. Loonen moved to approve the Curriculum/Facilities Coordinator's report as presented. Motion carried.</i></p>	
<p><b>X. <u>Secretary/Treasurer's Report</u></b></p>	<p>Secretary/Treasurer's report is attached.</p> <ul style="list-style-type: none"> <li>▪ The September 30, 2009 enrolments were higher than anticipated. Secretary/Treasurer I. Paulik reviewed the breakdown with the Board.</li> <li>▪ Secretary/Treasurer I. Paulik has been working with the schools regarding the 2009-2010 finalized budgets.</li> <li>▪ Business Consultant G. MacGregor met with all schools to review their finalized 2009-2010 budgets.</li> <li>▪ The overall revised budget will be presented to the Board of Trustees at the November Board meeting along with the audited 2008-2009 financial statements.</li> <li>▪ Auditors from MNP LLP will be on site the week of November 2, 2009.</li> <li>▪ Secretary/Treasurer I. Paulik requested the Board pass a motion to approve bringing electricity into the energy consortia.</li> </ul> <p><b>Motion 2009-133:</b>  <i>Trustee G. Ibach moved to approve that an Amending Agreement (called CPC Agreement) between the Trustees of East Central Alberta Catholic Schools (Participating Board) and the Trustees of Peace Wapiti (Agent Board) be approved which allows bringing Electricity into Commodity Purchasing consortia. Motion carried.</i></p> <ul style="list-style-type: none"> <li>▪ Secretary/Treasurer I. Paulik reviewed a letter from Enmax regarding Bill 50 and the Cost Implications of Alberta's Newly Proposed Transmission System Plan.</li> </ul>	<p><i>Secretary/Treasurer I. Paulik</i></p>

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<p data-bbox="180 222 217 247">XI.</p> <p data-bbox="180 1077 217 1102">XII.</p>	<p data-bbox="245 132 1235 191"><b>Motion 2009-134:</b> <i>Trustee C. Nichols moved to approve the Secretary/Treasurer's report as presented.</i></p> <p data-bbox="245 222 557 247"><b><u>Superintendent's Report</u></b></p> <ul data-bbox="245 254 1279 737" style="list-style-type: none"> <li>Superintendent S. MacKenzie provided trustees with a letter regarding ECACS that will be submitted to ACSTA for their annual report.</li> <li>AISI Coordinator R. Lindsay was informed that St. Thomas Aquinas School Council was interested in a math session and he will proceed with booking the event.</li> <li>Schools are to complete the AERR which will include an article for their local newspaper.</li> <li>Superintendent S. MacKenzie reviewed the Accountability Pillar Overall Summary with the Board.</li> <li>Superintendent S. MacKenzie reviewed the monthly Human Resources Report with the Board.</li> <li>Superintendent S. MacKenzie informed the Board that he completed a survey for ASBA on their behalf.</li> <li>The Board was encouraged to review Chapters 1, 2, and 10 in the Thomas Groome readings.</li> <li>Superintendent S. MacKenzie discussed with the Board the Archbishop meeting he attended, as well as the Alberta Education Budget Consultations.</li> </ul> <p data-bbox="245 772 1195 858"><b>Motion 2009-135:</b> <i>Trustee M. Charlebois moved the Board draft a letter to the Minister of Education outlining the value of education beyond the assessment piece. Motion carried.</i></p> <ul data-bbox="245 894 1029 919" style="list-style-type: none"> <li>The project with Lakeland College is currently moving forward.</li> </ul> <p data-bbox="245 955 1235 1041"><b>Motion 2009-136:</b> <i>Trustee G. Ibach moved to accept the Superintendent's report as presented. Motion carried.</i></p> <p data-bbox="245 1077 399 1102"><b><u>Committees</u></b></p> <p data-bbox="245 1138 475 1163"><b><u>Accounts Payable</u></b></p> <p data-bbox="245 1199 1151 1262"><b>Motion 2009-137:</b> <i>Trustee H. Loonen moved to approve the payment of all bills. Motion carried.</i></p> <p data-bbox="245 1297 521 1323"><b><u>ASBA Representative</u></b></p> <ul data-bbox="245 1329 1271 1566" style="list-style-type: none"> <li>ASBA is developing a tool kit for school boards to use that will teach them how to discuss educational cuts with the community. Trustees are also able to sign up to attend a workshop if they so wish.</li> <li>Trustees are to register for the Rural Education Conference in Saskatoon if they so wish.</li> <li>Trustees have the option to use the reading provided from the Archbishop for Catholic Education Sunday.</li> <li>The Board discussed the Stop the Cuts Campaign.</li> </ul> <p data-bbox="245 1602 1255 1688"><b>Motion 2009-138:</b> <i>Trustee H. Loonen moved the Board writes a letter to parents concerning budget cuts. Motion carried.</i></p> <p data-bbox="245 1724 448 1749"><b><u>ACSTA Director</u></b></p> <ul data-bbox="245 1755 1279 1902" style="list-style-type: none"> <li>Trustee L. Wasylik discussed with the Board the update regarding the review of the School Act.</li> <li>Trustee L. Wasylik provided the board with the ACSTA 2009 Proposed Membership Assessments.</li> <li>There will be two individuals running for President at the AGM this year.</li> </ul> <p data-bbox="245 1938 407 1963"><b><u>Negotiations</u></b></p>	<p data-bbox="1333 317 1498 369"><i>AISI Coordinator R. Lindsay</i></p> <p data-bbox="1373 632 1458 657"><i>Trustees</i></p> <p data-bbox="1365 1633 1515 1686"><i>Superintendent S. MacKenzie</i></p>

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	<ul style="list-style-type: none"> <li>The province and ATA have agreed to conduct arbitration works between them regarding the Alberta Weekly Average concerns. The two representatives from ECACS will be Trustees J. Brady and D. Klein. The Board signed a letter regarding the points we are to meet within our contract.</li> </ul>	
<p><b>XIII. <u>New Business</u></b></p> <p><b><u>Board Photo</u></b></p> <ul style="list-style-type: none"> <li>Will be brought forward at the January Board meeting.</li> </ul> <p><b><u>School Act</u></b></p> <ul style="list-style-type: none"> <li>Discussed during the ACSTA report.</li> </ul> <p><b><u>Stop the Cuts Campaign</u></b></p> <ul style="list-style-type: none"> <li>Discussed during the ASBA report.</li> </ul>		
<p><b>XIV. <u>Motion 2009-139:</u></b> <i>Trustee D. Klein moved to go in camera. Motion carried.</i></p> <p><b><u>Motion 2009-140:</u></b> <i>Trustee G. Ibach moved to come out of camera. Motion carried.</i></p>		
<p><b>XV. <u>Information Items</u></b></p> <p><b><u>Correspondence</u></b></p> <ul style="list-style-type: none"> <li>Nothing to report.</li> </ul> <p><b><u>Staff Recognition</u></b></p> <ul style="list-style-type: none"> <li>The Board wishes to recognize the Blessed Sacrament School music class and teachers Lori Myggland, Deb Enstrom, Yvette Fletcher, and Lora Miller in their participation in playing bells at church.</li> </ul> <p><b><u>Trustee Concerns</u></b></p> <ul style="list-style-type: none"> <li>Nothing to report.</li> </ul>		
<p><b>XVI. <u>Closing Prayer</u></b> Closing Prayer – Trustee D. Klein Next meeting (November) Trustee D. Klein</p>		<i>Trustee D. Klein</i>
<p><b>XVII. <u>Future Business</u></b> Date of the next regular meeting is Monday, November 30, 2009 at Central Office, commencing at 4:00 p.m.</p>		
<p><b>XVIII. <u>Adjournment</u></b> Meeting was adjourned at 9:32 p.m.</p>		

**Respectfully submitted:**

\_\_\_\_\_  
Chelse Pearson, Executive Assistant

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Date

**Approved:**

\_\_\_\_\_  
Jim Brady, Board Chair

\_\_\_\_\_  
Date