

Minutes of a regular meeting of the Board of Trustees of the Red Deer Catholic Regional Schools, held November 25, 2014.

- Present: A. LaGrange  
M. Hollman  
L. McNiff  
D. MacKay  
G. Pelletier  
D. Bouchard and  
A. Watson, Trustees  
V. P. Mason, Superintendent of Schools  
R. Ledene, Assoc. Sup't – Faith Development  
K. Finnigan, Assoc. Sup't – Inclusive Learning  
J. P. Stewart, Assoc. Sup't - Personnel  
K. Jaeger, Supervisor of Support Services  
D. Khatib, Division Principal  
R. Steeves, Secretary-Treasurer  
J. Heidt, Executive Assistant

The meeting was called to order at 6:36 p.m.

ENCOUNTERING JESUS, THE LIVING WORD: Mr. Ledene, Associate Superintendent of Faith Development and Division Support, led Trustees in opening scripture, meditation and prayer.

1. APPROVAL OF AGENDA

14/11/25-24 - MacKay

**THAT THE AGENDA BE APPROVED AS PRESENTED**

**CARRIED.**

2. ADOPTION OF MINUTES

14/11/25-25 - Bouchard

**THAT THE MINUTES OF THE REGULAR AND ORGANIZATIONAL MEETING OF OCTOBER 28, 2014, BE ADOPTED AS CIRCULATED**

**CARRIED.**

### 3. 2013-2014 AUDITED FINANCIAL STATEMENT

Ms. Melissa Milne, Mr. Landon Resta and Mr. Travis Magee from MNP were welcomed to the meeting. Mr. Resta reviewed the Audit Findings Report with the Board of Trustees and Secretary-Treasurer. He expressed that there were no deficiencies found and it was a clean audit. He acknowledged and thanked staff for their excellent cooperation in completing the audit.

The Secretary Treasurer requested Board approval for transfers to operating reserves and capital reserves.

14/11/25-26 - Watson

**THAT THE BOARD APPROVES THE TRANSFER TO/FROM OPERATING RESERVES AND CAPITAL RESERVES AS FOLLOWS:  
CAPITAL RESERVES OF \$2,630,311 TO OPERATIONS AND MAINTENANCE FROM CURRENT SURPLUS AND AMORTIZATION;  
CAPITAL RESERVES OF \$313,644 TO TRANSPORTATION FROM CURRENT SURPLUS AND AMORTIZATION;  
CAPITAL RESERVES OF \$326,603 TO ADMINISTRATION FROM CURRENT SURPLUS AND AMORTIZATION;  
CAPITAL RESERVES OF \$300,716 TO SCHOOL AND INSTRUCTION FROM CURRENT SURPLUS AND AMORTIZATION.**

**CARRIED.**

### 4. 2014-2015 DIVISION BUDGET UPDATE

The Secretary-Treasurer presented Trustees with up-dated figures to the 2014-2015 Division budget. Because of an increase in student population, funding will also increase. He stressed that much of the surplus is being used as there have been 44 more teachers hired than last year and more money has been added to the Inclusive Learning budget.

5. DIVISION THREE YEAR EDUCATION PLAN 2012-2013 TO 2014-2015 AND ANNUAL EDUCATION RESULTS REPORT 2013-2014

The Superintendent spoke to the AERR and Three Year Education Plan and was pleased to share the document with Trustees. This is a live document in Red Deer Catholic which can be seen by the evidence and next step columns. Trustees had an opportunity to ask questions and the report will now be posted to the website.

The Superintendent reviewed the one page Annual Education Results Report (AERR) Summary which is a component and requirement from Alberta Education. Trustees had an opportunity to review and provide suggested changes to this document. This report is a summary for stakeholders and will be posted on the Division's website.

14/11/25-27 - MacKay

**THAT THE BOARD OF TRUSTEES APPROVES THE COMBINED DIVISION'S THREE YEAR ANNUAL EDUCATION RESULTS REPORT 2012-2013 TO 2014-2015 AND THE ANNUAL EDUCATION RESULTS REPORT FOR THE 2013-2014 SCHOOL YEAR, AS AMENDED.**

**CARRIED.**

6. AGENDA ITEMS FOR MEETING WITH CITY OF RED DEER COUNCIL

Trustees discussed the agenda for the December 3 meeting with the City of Red Deer Council and approved agenda items by consensus.

7. DUAL CREDIT UPDATE

Mr. Dave Khatib, Division Principal, updated Trustees on the progress of the School Within a College (SWAC) program and presented a video of students and their accomplishments. Four students from Red Deer Catholic are in the program along with four students from Chinook's Edge and four students from Red Deer Public Schools. These students will graduate with an auto service technician (1<sup>st</sup> year) along with their high school diploma.

## 8. EDUCATION FOUNDATION BOARD MEMBER

The Superintendent and Trustee Bouchard brought forward the names of two community members and recommended that they be nominated to become active members of the Education Foundation. Trustees agreed that these individuals could attend the next Foundation meeting.

## 9. FACILITY MASTER PLAN

The Supervisor of Support Services reviewed with Trustees the Division's Facility Master Plan (FMP) and highlighted areas of the plan. The total approved funding available for 2014-2015 is \$2,103,173. The plan is updated on an annual basis after review with schools and the Maintenance Department. The plan is funded through the Infrastructure, Maintenance and Renewal (IMR) grant from Alberta Education.

## 10. POLICY REVIEW

## POLICY 19: BOARD OPERATIONS

The Secretary Treasurer presented Policy 19 with the suggested changes made since last meeting. One small amendment was noted by Trustees.

14/11/25-28 - Watson

**THAT THE BOARD OF TRUSTEES APPROVES  
THE REVISIONS TO POLICY 19: BOARD  
OPERATIONS, AS AMENDED.**

**CARRIED.**

## INFORMATION ITEMS:

## CAPITAL PROJECTS UPDATE

The Supervisor of Support Services provided updates on the following capital projects:

- St. Marguerite Bourgeoys School  
Progress continues on the renovation and students have started to move into the Home Economics, Science and Art rooms to date. The work to the Admin suite was completed in mid-October.

- Blackfalds K-9 School

Group II Architects have been chosen as the successful architectural team based on the RFP that was issued. As a result, the construction of St. Joseph High school and the Blackfalds school will be bundled into one package. To date extensive meetings have taken place in regards to IPD contracts for this alignment. A lawyer experienced in the IPD process as well as an architect consultant will be involved in the process.

- St. Joseph High School

The interview portion of the contractor RFP was conducted and the successful contractor team for St. Joseph and Blackfalds schools will be Chandos Construction.

- St. Francis of Assisi Addition

An RFP has been issued for architectural services and evaluations will be completed on November 26. The project is targeted for completion in September 2016.

- Notre Dame High School modulars

The City of Red Deer has announced a new fire station to be built on the southwest ball diamond near the high school. This will not impact students outdoor use as the field is seldom necessary.

#### ASBA UPDATE

- Trustees MacKay and McNiff reported on the November 24<sup>th</sup> Zone 4 meeting.
- Trustees were reminded to get nominations in for Excellence in Education Awards.

#### ACSTA UPDATE

- Trustee LaGrange reported on the meeting held prior to the ACSTA AGM.
- The spring conference will be held in Cold Lake.

#### EDUCATION FOUNDATION

- Next meeting will be on December 3.

#### CLOSING PRAYER

Trustee Watson led the group in closing prayer.

ADJOURNMENT

14/11/25-29 - McNiff

**THAT THE REGULAR MEETING  
ADJOURN, THE TIME BEING 9:25 P.M.**

**CARRIED.**

---

(CHAIR)

---

(SECRETARY-TREASURER)