

Minutes of a regular meeting of the Board of Trustees of the Red Deer Catholic Regional Schools, held January 26, 2016.

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

The meeting was called to order at 6:30 p.m.

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

1. APPROVAL OF AGENDA

The agenda was amended as follows:

- #12. TEBA REPRESENTATIVE
- #13. GUIDELINES FOR BEST PRACTICES

16/01/26-34-Watson

THAT THE AGENDA BE APPROVED AS AMENDED

CARRIED.

2. ADOPTION OF MINUTES

16/01/26-35-Bouchard

THAT THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 24, 2015 BE ADOPTED AS CIRCULATED

CARRIED.

3. FRANCE-SPAIN-ITALY TRIP AT SPRING BREAK

The Associate Superintendent of Personnel and the organizing teacher for the upcoming École Secondaire Notre Dame High School trip to France, Spain and Italy were able to answer any questions Trustees had in regards to the safety of travel to Europe this spring. There was assurance made that the division and the tour company continually monitor travel advisories to ensure students are safe during travel. At this time there is no reason the trip should not proceed, however, frequent monitoring for advisories will continue.

4. DIVISION ACCOUNTABILITY REPORT – FALL 2015

Trustees discussed and reviewed the Division Accountability Report for the period August 6, 2015 to November 30, 2015.

16/01/26-36-Hollman

THAT THE BOARD APPROVES THE DIVISION ACCOUNTABILITY REPORT FOR THE PERIOD AUGUST 6, 2015 TO NOVEMBER 30, 2015 AS AMENDED.

CARRIED.

5. FISCAL MONITORING REPORT

The Secretary-Treasurer reviewed the quarterly fiscal monitoring report for the period ending December 31, 2015.

16/01/26-37-MacKay

THAT THE BOARD APPROVES THE FISCAL MONITORING REPORT, FOR THE PERIOD SEPTEMBER 1, 2015 TO DECEMBER 31, 2015, AS PRESENTED.

CARRIED.

6. BUDGET ASSUMPTIONS

The Secretary-Treasurer reviewed the budget assumptions for the upcoming 2016-2017 school year. The division will remain financially status quo with no anticipated changes to the supports that have been implemented in the schools. The Board was informed that the division is expected to incur a \$1.2M deficit which will come out of operating reserves.

16/01/26-38-Watson

THAT THE BOARD APPROVES THE BUDGET ASSUMPTIONS FOR THE 2016-2017 YEAR AS PRESENTED.

CARRIED.

7. DIVISION EXTERNAL AUDIT ACCOUNTABILITY REPORT

The Secretary-Treasurer reviewed with Trustees the letter provided from MNP regarding the quality indicators of the division's fiscal management. The quality indicators are used in the evaluation process of the Superintendent. All quality indicators had been met in the prior fiscal year.

8. 2015 ADMINISTRATORS' RETREAT

The Associate Superintendent of Faith Development and Division Support reviewed the highlights and accomplishments of this year's administrators' retreat. Mr. Ledene indicated that administrators were able to work collaboratively on the 3 Year Ed Plan as well as their yearly school plans. He invited Trustees to attend and network with division administrators at the next administrators' retreat in October, 2016.

9. BOARD MINI RETREAT - APRIL 22, 2016

This date conflicts with ASCA AGM therefore Trustees chose to move the date of the mini-retreat to April 21, 2016.

10. STOP ON RED CAMPAIGN (E)

The Supervisor of Support Services provided information on the

Stop On Red campaign that Red Deer Catholic Regional Schools has been involved in with Chinook's Edge School Division and Prairie Bus Lines. This joint committee has been developed to help educate motorists on the school bus eight way flashing system. Trustees were able to ask questions and asked that they be informed of the next event for possible collaboration with other divisions.

11. POLICY REVIEWS - POLICY 26 - GIFT ACCEPTANCE (E)

As part of the Board's Annual Work Plan, Trustees had an opportunity to review newly created Policy 26 - Gift Acceptance. The Secretary-Treasurer highlighted the amendments that were made on the direction from the Board at the last meeting. Upon reviewing the policy with Trustees some additional minor changes to the policy were made.

16/01/26-39-LaGrange

THAT POLICY 26 BE ACCEPTED AS AMENDED

CARRIED.

12. REPRESENTATIVE FOR TEACHERS' EMPLOYER BARGAINING ASSOCIATION

All boards in the province have been mandated to have a Trustee attend TEBA meetings. Trustee LaGrange graciously accepted the appointment by her colleagues.

16/01/26-40-McNiff

THAT TRUSTEE LAGRANGE BE THE BOARD REPRESENTATIVE FOR TEBA.

CARRIED.

13. GUIDELINES FOR BEST PRACTICES

The Board directs administration to continue its past practice of an umbrella policy and administrative procedures to ensure that we continue our tradition of providing faith filled, safe and caring, inclusive, and tolerant school communities that do not condone discrimination. These past practices will be reviewed in light of the recently released Guidelines for Best Practices by Alberta Education.

INFORMATION ITEMS:

Tender Approvals

St. Joseph High School tenders:

Tenders for the resilient athletic flooring and painting have been approved and awarded to Caliber Sports Systems and Hanover Painting. Budget amounts for these scopes of work are \$283,500 and \$274,442 respectively. Combined, both tenders are \$42,252 under budget.

Capital Projects Update

St. Marguerite Bourgeoys School:

Tenders closed on January 13, 2016 for this project. The low bid was Vectus Incorporated and the tenders are in for review at Alberta Infrastructure. It is hoped that the renovation starts by March 1.

St. Gregory the Great Catholic School:

Construction will begin in the spring.

St. Joseph High School:

Structural steel on the remainder of the building continues as well as electrical, plumbing, insulation, siding and work inside the fieldhouse and gym.

St. Francis of Assisi Addition:

Steel structure is in place and work continues to get this portion of the building weather tight.

Modulars:

2 modulars for St. Elizabeth Seton School and 1 for Fr. Henri Voisin School have been approved.

- ASBA UPDATE
 - The Alberta government is reviewing the Municipal Act and developers are asking the government to reduce the amount of land set aside for schools.
 - ASBA is In the process of developing a powerpoint on

- Trustee's role. This will help Trustees present in classrooms.
 - To date approximately 273 refugees have recently enrolled in Alberta schools. Trustees received an informative presentation on the needs as well as the health and education status of the refugees.
 - Red Deer College will be offering a masters in Policy Studies program beginning in September.
 - A Trustee from Wolf Creek School Division requested that Zone 4 advocate for a Concussion Recognition and Management policy. Red Deer Catholic is one of two divisions in Zone 4 who already have such a policy.
 - Edwin Parr nominations are due to the Associate Superintendent of Personnel by February 29.
- ACSTA UPDATE
 - Next meeting February 12
 - An abundance of dialogue from the public has resulted from the Guidelines for Best Practices document recently released by the government.
 - EDUCATION FOUNDATION
 - Next meeting Feb 17
 - The Education Foundation continues to welcome prospective candidates to join the Foundation.
 - The Education Foundation thanked Chair Shelly Holitski for her past service at the last meeting upon her resignation.

CLOSING PRAYER

Trustee Mackay led the group in closing prayer.

16/01/26-41 – Bouchard

**THAT THE REGULAR MEETING RECESS
FOR THE MEETING OF THE
COMMITTEE OF THE WHOLE, THE TIME
BEING 9:03 P.M.**

CARRIED.

16/01/26-42 – Bouchard

THAT THE REGULAR MEETING

7

RECONVENE.

CARRIED.

16/01/26-43 - LaGrange

**THAT THE REGULAR MEETING
ADJOURN, THE TIME BEING 9:45 P.M.**

CARRIED.

ADJOURNMENT

(CHAIR)

(SECRETARY-TREASURER)