

Minutes of a Regular meeting of the Board of Trustees of the Red Deer Catholic Regional Schools, held November 28, 2017.

Present: S. Heistad
M. Hollman
A. LaGrange
C. Leyson
D. Lonsdale
K. Pasula and
A. Watson, Trustees
V. P. Mason, Superintendent of Schools
R. Ledene, Assoc. Sup't – Faith Dev & Div Support
D. Khatib, Assoc. Sup't – Inclusive Learning
R. Steeves, Secretary-Treasurer
K. Jaeger, Supervisor of Support Services
J. Heidt, Executive Assistant

Absent: K. Finnigan, Assoc. Sup't - Personnel

The meeting was called to order at 6:35 p.m.

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

1. APPROVAL OF AGENDA
The order of items #4 and #5 were switched

ADDITIONS:

- #10. APRIL BOARD MEETING LOCATION
- #11. ST. PATRICK'S COMMUNITY SCHOOL IPD TEAM

17/11/28-01-Heistad

THAT THE AGENDA BE APPROVED AS AMENDED

CARRIED.

2. ADOPTION OF MINUTES

17/11/28-02-LaGrange

THAT THE MINUTES OF THE REGULAR MEETING OF OCTOBER 24, 2017 BE ADOPTED AS CIRCULATED

CARRIED.

3. ST. GABRIEL LEARNING CENTRE LOGO PRESENTATION

The Communications Department presented Trustees with a new logo for the St. Gabriel Learning Centre which encompasses St. Gabriel Cyber School and St. John Paul II Outreach School.

4. 2016-2017 AUDITED FINANCIAL STATEMENT

Representatives from the auditing firm BDO were in attendance to provide the Board with an overview of the 2016-2017 Audited Financial Statements. It was expressed that there were no deficiencies found and that it was a clean audit. BDO representatives thanked staff for their excellent cooperation in completing the audit. The Secretary-Treasurer requested Board approval for transfers to operating reserves and capital reserves.

17/11/28-03-Pasula

THAT THE BOARD APPROVES THE TRANSFER TO/FROM OPERATING RESERVES AND CAPITAL RESERVES AS FOLLOWS: CAPITAL RESERVES OF \$114,498 TO OPERATIONS AND MAINTENANCE FROM CURRENT SURPLUS AND AMORTIZATION; CAPITAL RESERVES OF \$536,656 TO TRANSPORTATION FROM CURRENT SURPLUS AND AMORTIZATION; CAPITAL RESERVES OF \$133,789 TO ADMINISTRATION FROM CURRENT SURPLUS AND AMORTIZATION; CAPITAL RESERVES OF \$120,473 TO SCHOOL AND INSTRUCTION FROM CURRENT SURPLUS AND AMORTIZATION.

CARRIED.

5. MODULAR REQUESTS

Alberta Education requires the submission of new modular and relocation requests by December 1, 2017. Based on the current and projected enrolment, administration recommends three additional modulars for Fr. Henri Voisin School, four modulars at Our Lady of the Rosary, four modulars at St. Matthew School and four modulars at Holy Trinity.

17/11/28-04-Hollman

THAT THE BOARD OF TRUSTEES APPROVES THE RELOCATION OF THREE ADDITIONAL MODULARS FOR FR. HENRI VOISIN SCHOOL, FOUR MODULARS FOR OUR LADY OF THE ROSARY SCHOOL, FOUR MODULARS FOR ST. MATTHEW SCHOOL AND FOUR MODULARS FOR HOLY TRINITY SCHOOL.

CARRIED.

6. 2016-2017 DIVISION BUDGET UPDATE

The Secretary-Treasurer presented Trustees with updated figures to the Fall 2017-2018 budget. A \$1.4M deficit is projected this year and will be taken out of reserves. This will allow the Division to continue with the LIFT initiative.

7. DIVISION THREE YEAR EDUCATION PLAN 2017/2018 to 2019/2020 AND ANNUAL EDUCATION RESULTS REPORT 2016/2017

The Division Three Year Education Plan 2017/2020 to 2019/2020 and the Annual Education Results Report (AERR) for 2016/2017 were presented to Trustees. The Three-year Division Education Plan highlights the Division's priorities, trends and potential issues for the next three school years. The priorities continue to include emphasis on LIFT (Literacy, Inclusion, Faith and Technology).

The report, along with the AERR one-page summary are posted on the Division's website.

17/11/28-05-LaGrange

THAT THE BOARD APPROVES THE DIVISION'S THREE YEAR EDUCATION PLAN 2017/2018 to 2019/2020 AND THE ANNUAL EDUCATION RESULTS REPORT FOR THE 2016-2017 SCHOOL YEAR, AS AMENDED.

CARRIED.

8. JANUARY MEAL WITH PRIESTS

The Associate Superintendent of Faith Development and Division Support has invited the Parish Priests to join Trustees for supper prior to the January 30, 2018 Board meeting. Mr. Ledene has also invited representation from Archbishop Smith, Bishop Bettman and the Ukrainian Catholic Eparchy.

9. BOARD ADVENT AND EASTER MESSAGE FEEDBACK

The Communications Department sought feedback on the cost of the ads placed in newspapers at Christmas and Easter. Trustees felt that although there is a great social media presence, greetings in local newspapers should be continued as they remain cost effective and many of our stakeholders do not access social media.

10. APRIL BOARD MEETING LOCATION

Trustees were invited by the Associate Superintendent of Inclusive Learning to hold the April 24 Board meeting in the Discovery School at Riverbend Golf Course. This will give Trustees a feel for the atmosphere in the trial Pre-kindergarten classroom setting.

17/11/28-06-Pasula

THAT THE BOARD MOVE THE LOCATION OF THE APRIL 24 BOARD MEETING TO THE DISCOVERY SCHOOL CLASSROOM HOUSED AT RIVERBEND GOLF COURSE.

CARRIED.

11. ST. PATRICK'S SCHOOL MODERNIZATION

To create a high functioning IPD (Integrated Project Delivery) team, separate RFPs (Request for Proposals) were issued for the following scopes of work:

- Architectural
- Mechanical consultant & mechanical contractor
- Electrical consultant and electrical contractor
- Structural engineer
- General contractor
- Hazardous material abatement contractor
- Sheet metal contractor
- Structural steel contractor
- Drywall contractor

After reviewing the submission and starting to get a better understanding of the scope of work that may be present in the project, the structural steel contractor RFP was cancelled and the drywall contractor RFP may be added at a later date. These two scopes of work will be tendered once the details are determined.

17/11/28-07-Hollman

**THAT THE BOARD OF TRUSTEES
APPROVES THE FOLLOWING CONSULTANTS
AND CONTRACTORS FOR THE ST. PATRICK'S
SCHOOL MODERNIZATION IPD (INTEGRATED
PROJECT DELIVERY) TEAM:**

- **GROUP 2 ARCHITECTURE INTERIOR DESIGN LTD.**
- **D.A. FOX ENGINEERING LTD.**
- **WSP CANADA INC.**
- **REED JONES CHRISTOFFERSEN LTD.**
- **CHANDOS CONSTRUCTION LTD.**
- **ALTA PRO ELECTRIC LTD.**
- **AZTEC RENOVATIONS & REFIT INC.**
- **WORLD CLASS CONTRACTING LTD.**
- **HAWK CUSTOM SHEET METAL LTD.**

CARRIED.

Capital Projects Update

St. Patrick Modernization

- The RDCRS design team has been selected and meetings and school tours have occurred.
- St. Joseph High School is featured on the front cover of this month's Central Alberta Builder's magazine.

REPORTS:

ASBA UPDATE

- Trustee Hollman provided a written and verbal report.

ACSTA UPDATE

- Trustee LaGrange gave a verbal report.

CATHOLIC EDUCATION FOUNDATION

- Mrs. Heather Lewchuk is the new President of the Catholic Education Foundation.

ADJOURNMENT

Trustee Hollman lead the group in closing prayer.

17/11/28-08-LaGrange

THAT THE REGULAR MEETING RECESS FOR THE MEETING OF THE COMMITTEE OF THE WHOLE, THE TIME BEING 9:50 P.M.

CARRIED.

17/11/28-09-Hollman

THAT THE REGULAR MEETING RECONVENE

CARRIED.

17/11/28-10-Hollman

THAT THE REGULAR MEETING ADJOURN, THE TIME BEING 10:45 P.M.

CARRIED.

(CHAIR)

(SECRETARY-TREASURER)