



# BOARD OF TRUSTEES REGULAR MEETING

Greater St. Albert Roman Catholic Separate School District No. 734  
District Office

6 St. Vital Ave., St. Albert, AB T8N 1K2 | Phone: 780-459-7711

## AGENDA

Monday, March 19, 2018 | 2:00 P.M. Call to Order  
3:30 P.M. – Public Meeting

1. **Call to Order:** René Tremblay
2. **In-Camera**
3. **Out-of-Camera at 3:30 pm**
4. **Opening Prayer:** Greg Schell
5. **Acknowledgment of Territories:** René Tremblay  
The Greater St. Albert Catholic School Board acknowledges that it is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).
6. **Approval of Agenda**
7. **Presentation Delegation**
8. **Approval of Minutes & Summaries**
  - 8.1 Regular Board Meeting Minutes of February 26, 2018 Attached
  - 8.2 Board Special Meeting (Expulsion) of March 1, 2018 Attached
  - 8.3 Committee of the Whole Meeting of March 5, 2018 Attached
  - 8.4 Board Special Meeting (Expulsion) of March 15, 2018 Attached
9. **Approval of Committee & Event Reports from Advocacy Committee Meetings**
  - 9.1 Business Liaison – St. Albert (Crockett) Attached
  - 9.2 Alberta School Boards Association Zone 2/3 (Becigneul) Attached
10. **Good News (Communication & Community Relations)** Attached
11. **Questions from the Public**  
(Questions are submitted in writing on the Thursday prior to meeting. Information and the form can be located on the District website at <http://bit.ly/1SLTFSh>.)

## **12. Consent Items**

*(The Chair will ask for a motion to receive and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request the status of a consent item be changed to an action item.*

- 12.1 Review of Board Policy 1-District Mission Statement, Values and Beliefs, Statement of Philosophy, Goals and Objectives , Board Policy 10 – Policy Making, Board Policy 15 – School Closure (Keohane) Attached

## **13. Action Items**

- 13.1 2019-2022 Capital Plan (Schlag)  
13.2 Visual Identity Implementation Plan (Bruineman) Attached  
13.3 Adjustments to Trustee Remuneration (Schlag) Attached  
13.4 Instructional Calendar (Bayus) Attached  
13.5 Edwin Parr Award (Bayus) Attached

## **14. New Business**

## **15. Information Items**

- 15.1 Report from the Chair  
15.1.1 Correspondence
  - Clarification of Year-end Mass Time for 2018-2019  
15.1.2 Other Items  
15.2 Report from the Superintendent  
15.2.1 Educational Leadership – Student Welfare
  - Field Trip Activity Report (Bayus) Attached  
15.2.2 Fiscal Responsibility
  - Quarterly Financial Statement Report for the 2<sup>nd</sup> Quarter (Schlag) Attached
  - RFP Transportation Tender Update (Schlag) Attached

16. Board Commitments Attached

## **17. Clarification Period for Public & Media**

*(Related to agenda items, only as deliberated)*

## **18. Trustee Request for Information**

## **19. Closing Prayer: Greg Schell**

## **20. In-Camera (if applicable)**

## **21. Out-of-Camera**

## **22. Adjournment**



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 8.1

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### Regular Board Meeting Minutes of February 26, 2018

#### **BACKGROUND:**

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on February 26, 2018 as circulated or as circulated and amended.

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF  
GREATER ST. ALBERT ROMAN CATHOLIC  
SEPARATE SCHOOL DISTRICT NO. 734  
HELD on MONDAY, February 26, 2018, 2 P.M.  
District Office, 6 St. Vital Avenue,  
St. Albert, AB**

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**MEMBERS PRESENT** Trustees Becigneul, Crockett, Radford, Schell, Shaw, and Tremblay

**MEMBERS ABSENT** Trustee Proulx

**ADMINISTRATION PRESENT**

D Keohane, superintendent; R Nixon, assistant superintendent;  
S Bayus, assistant superintendent; D Schlag, secretary-treasurer

**CALL TO ORDER** Trustee Shaw called the meeting to order at 2:00 p.m.

**IN CAMERA**

**140/18** Trustee Becigneul: THAT the Board of Trustees move In Camera at 2:00 p.m.  
**CARRIED (6/6)**

**OUT OF CAMERA**

**141/18** Trustee Becigneul: THAT the Board of Trustees move Out of Camera at 3:01 p.m.  
**CARRIED (6/6)**

**The Board recessed until 3:30 p.m.**

**OPENING PRAYER**

Trustee Radford offered the Opening Prayer.

**ACKNOWLEDGEMENT**

Trustee Shaw acknowledged that the Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).

**APPROVAL OF AGENDA**

**142/18** Trustee Schell: THAT the Board of Trustees approve the agenda as presented.  
**CARRIED (6/6)**

**PRESENTATION DELEGATION**

There were no presentations.

**APPROVAL OF MINUTES & SUMMARIES**

**143/18** Trustee Becigneul: THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on January 29, 2018 as circulated.  
**CARRIED (6/6)**

**144/18**                      **Trustee Crockett:**    **THAT** the Board of Trustees approve the minutes of the Special Meeting (Land) held on February 12, 2018 as circulated.  
**CARRIED (6/6)**

**145/18**                      **Trustee Radford:**    **THAT** the Board of Trustees approve the summary of the Committee of the Whole meeting held on February 12, 2018 as circulated.  
**CARRIED (6/6)**

**APPROVAL OF COMMITTEE & EVENT REPORTS**

**146/18**                      **Trustee Tremblay:**    **THAT** the Board of Trustees approve the ACSTA Report, distributed by Trustee Shaw, from the February 12, 2018 Committee of the Whole meeting.  
**CARRIED (6/6)**

**GOOD NEWS**

**Trustee Shaw** shared Good News Report.

**Trustee Becigneul** shared the Neil M. Ross Shrove Tuesday net proceeds were \$1,428.07; of which \$1,000 was donated to the Holy Child Foundation and the remaining \$428.07 was donated to the Catholic Social Services Sign of Hope.

**Trustee Radford** commented on the athletic success at MCHS in a range of sports including the boys and girls curling teams who received medals at their zone final. Congratulations!

**QUESTIONS FROM THE PUBLIC**

There were no questions.

**CONSENT ITEMS**

**Board Policy Review**

**147/18**                      **Trustee Tremblay:**    **THAT** the Board of Trustees approve the review of the following 3 policies with the changes presented:

- Board Policy 5 – Role of the Board Chair,
- Board Policy 6 – Role of the Vice-Chair,
- Board Policy 13 – Appeals and Hearings Regarding Student Matters;

AND the following 2 policies with no changes as presented:

- Board Policy 14 – Hearings on Teacher Matters and,
- Board Policy 19 - Acknowledging Territories of Indigenous People within District Events

**CARRIED (6/6)**

**ACTION ITEMS**

**2018-2019 Instructional Calendar**

**148/18**                      **Trustee Crockett:**    **THAT** the Board of Trustees approve the 2018-2019 Instructional Calendar as presented.  
**CARRIED (6/6)**

**NEW BUSINESS**

**There was no new business.**

**INFORMATION ITEMS**

**Report from the Chair**

**Trustee Shaw** updated the Board on a recent meeting with the new Mayor of Sturgeon County, Alana Hynatiw, and reinforced

is was beneficial to connect on topics of mutual interest from time to time.

**Trustee Shaw** also indicated that she participated in a recent consultation hosted by the Alberta Government to gather feedback on the proposed Assurance Model, a mechanism that may replace the Accountability Pillar Report.

### **Report from the Superintendent**

**Superintendent D. Keohane shared reports on the following:**

- ✓ Technology Fee Update
- ✓ Safe and Caring Schools Report
- ✓ Inclusive Education Report
- ✓ International Baccalaureate Programme Update
- ✓ 2017/2018 Student Enrolment Update
- ✓ 2017/2018 Staffing Update
- ✓ Transportation Overview
- ✓ Plant Operations & Maintenance Report
- ✓ Infrastructure Maintenance Renewal Update
- ✓ Faith and Spiritual Initiatives Report
- ✓ Board Commitments Update – public package vs. Trustee package.

**Superintendent Keohane** highlighted a significant indicator of success in the District’s Safe and Caring Schools Report was the reduction in the suspension rate across the district over the past 5 years of more than 50%.

**Trustee Radford** commended assistant superintendent Nixon on the work and information contained within the Inclusive Education Report.

149/18

**Trustee Radford:** THAT the Board of Trustees direct administration to prepare information in the format required for submission as a policy statement at the 2018 Fall General Meeting by the indicated ASBA deadline and as outlined by Dr. Nixon’s Report on Inclusive Education and Mental Health Access and Advocacy.

**CARRIED (6/6)**

The **Transportation Overview** resulted in the following comments:

**Trustee Shaw** commented on the information related to early dismissal and the desire of the Board to review it in more detail.

**Trustee Radford** wondered what level of service other school authorities are providing around pre-K transportation.

**Trustee Radford** inquired as to the protocol around notification if cameras are being used on district buses. Secretary-treasurer Schlag indicated that signage in buildings and/or notification is always provided to parents when cameras are introduced on bus runs.

**Trustee Radford** inquired about looking at a different date rather than early August for portal information sessions to ensure they are scheduled at an optimal time for families.

**150/18**                      **Trustee Becigneul:**        **THAT** the Board of Trustees receive the superintendent’s report as information.  
**CARRIED (6/6)**

**BOARD COMMITMENTS**

**151/18**                      **Trustee Crockett:**        **THAT** the Board of Trustees approve the Board Commitments as presented and updated at this meeting.  
**CARRIED (6/6)**

**CLARIFICATION PERIOD FOR PUBLIC & MEDIA**

C. Bennett-Brown inquired about the 2018/2019 Instructional Calendar as to whether or not the reference to “no exams” on June 21 is accurate, and inquired as to the rationale for having the Year-End Mass in the morning of June 28 vs the afternoon.

**TRUSTEE REQUEST FOR INFORMATION**

**Trustee Tremblay** inquired as to whether or not we have implemented security measures at the District Office. Secretary-treasurer Schlag indicated this is an unfunded Capital Project and would need to wait until additional funds are set aside in Capital Reserves.

**Trustee Shaw** inquired as to what the student population is in the current Ward structure and whether or not the Electoral Wards should be reviewed in light of recent 4X4 formations. Secretary-treasurer Schlag indicated the enrolment report is organized by Wards.

**CLOSING PRAYER**              **Trustee Radford** offered the closing prayer.

**ADJOURNMENT**

**152/18**                      **Trustee Tremblay:**        **THAT** the Board of Trustees adjourn the regular meeting at 4:38 p.m.  
**CARRIED (6/6)**

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Secretary Treasurer

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Chair



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 8.2

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### Special Meeting (Expulsion) Minutes of March 1, 2018

#### **BACKGROUND:**

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the minutes of the Special Meeting (Expulsion) held on March 1, 2018 as circulated or as circulated and amended.



**MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF TRUSTEES  
OF  
GREATER ST. ALBERT ROMAN CATHOLIC  
SEPARATE SCHOOL DISTRICT NO. 734  
EXPULSION HEARING  
HELD ON THURSDAY, MARCH 1, 2018 at 1:00 p.m.  
at 6 St. Vital Avenue, St. Albert, AB**

**MEMBERS PRESENT**

Trustees, Crockett, Radford, Schell, Shaw, and Tremblay

**MEMBERS ABSENT**

Trustees Becigneul and Proulx

**ADMINISTRATION PRESENT**

D. Keohane, superintendent, D. Schlag, secretary-treasurer, R. Nixon, assistant superintendent

**CALL TO ORDER**

**Trustee Shaw** called the meeting to order at **1:03 p.m.** and declared it a duly constituted meeting, as quorum had been reached with 5 of the possible 7 Trustees present. A minimum of four (4) Trustees is required for quorum.

**OPENING PRAYER**

**Trustee Tremblay** offered the opening prayer.

**ACKNOWLEDGEMENT**

**Trustee Shaw** acknowledged that the Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).

**WAIVER OF NOTICE OF SPECIAL MEETING**

**153/18**        **Trustee Radford:**    **THAT** the Board of Trustees waive notice of the special meeting of March 1, 2018.

**CARRIED (5/5)**

**APPROVAL OF AGENDA**

**154/18**        **Trustee Schell:**        **THAT** the Board of Trustees approve the agenda as presented.

**CARRIED (5/5)**

**PURPOSE OF HEARING**

**Trustee Shaw** requested introductions of all parties present on behalf of the Trustees, the Administration, and the student. **Trustee Shaw** explained the purpose of the hearing is to provide an opportunity for both the School Administration and the student to make representation to the Board on their respective views of the circumstances leading up to the recommendation for expulsion. The Board members present will hear perspectives from the school and the parents. Trustee Shaw also confirmed that there was no declared or perceived conflict that might hamper proceedings.

**IN CAMERA**

**155/18**        **Trustee Crockett:**    **THAT** the Board of Trustees move the meeting in camera at 1:12 p.m.

**CARRIED (5/5)**

**OUT OF CAMERA**

**156/18**      **Trustee Tremblay:**    **THAT** the Board of Trustees move the meeting out of camera at 2:38 p.m.  
**CARRIED (5/5)**

**BOARD DECISION**

**157/18**      **Trustee Radford:**    **THAT** the Board of Trustees support the recommendation by administration to expel student ID number 126951748, from the student's school, and the school's related activities and functions until such time that the student meets the re-enrollment recommendations specified in the principal's statement.  
**AND**  
**THAT** ID number 126951748's re-enrollment in the designated Greater St. Albert Catholic School program will be subject to the programming and program supports as specified within the principal's statement.  
**CARRIED (5/5)**

**FURTHER ADVICE**

**Trustee Shaw** explained to all present that this decision, rendered by motion 157/18 of the Board, may be appealed to the Minister under sections 123 and 124 of the *School Act*.

**Trustee Shaw** also explained the contact for supports available to the student under alternate programming would be Assistant Superintendent, Dr. Rhonda Nixon.

**RETURN OF MATERIALS FOR SHREDDING**

**158/18**      **Trustee Tremblay:**    **THAT** all distributed materials are returned to the secretary-treasurer for shredding.  
**CARRIED (5/5)**

**CLOSING PRAYER**

**Trustee Tremblay** offered the closing prayer.

**ADJOURNMENT**

**159/18**      **Trustee Radford:**    **THAT** the Board of Trustees adjourn the meeting at 2:41 p.m.  
**CARRIED (5/5)**

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Secretary Treasurer

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Chair



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 8.3

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### Committee of the Whole Meeting Summary of March 5, 2018

#### **BACKGROUND:**

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the summary of the Committee of the Whole meeting held on March 5, 2018 as circulated or as circulated and amended.

***SUMMARY OF THE BOARD COMMITTEE of the WHOLE MEETING OF  
GREATER ST. ALBERT RCSSD NO. 734  
MONDAY, MARCH 5, 2018***

**COMMITTEE MEMBERS PRESENT**

Trustees Becigneul, Crockett, Proulx, Radford, Schell, Shaw, and Tremblay

**ADMINISTRATION PRESENT**

D Keohane, superintendent; D Schlag, secretary-treasurer; R Nixon, assistant superintendent

**CALL TO ORDER**

Trustee Schell called the meeting to order at 7:00 p.m. and Trustee Shaw offered the opening prayer, which included a Lenten Activity of washing feet.

**ACKNOWLEDGMENT OF TERRITORIES**

Trustee Schell acknowledged that the Greater St. Albert Catholic School Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).

**POLICY REVIEW FRAMEWORK**

Trustees reviewed Board Policy 1 – District Mission Statement, Values and Beliefs, Statement of Philosophy, Goals and Objectives, along with AP 359 – Safe and Caring Learning Environments. Trustees discussed the proposed changes and agreed to move forward with them at the March 19 Regular Meeting. Policy 10 – Policy Making, and Policy 15 – School Closure were discussed and agreed upon with no further changes. All three policies will move to the Regular meeting on March 19, 2018 for approval.

**CLASS SIZE MESSAGING**

Trustees were provided with messaging that would help explain how class size is handled at various stages from Government to classroom. There was discussion and time for Q & A.

**REMUNERATION COMMITTEE RECOMMENDATIONS**

A Committee Meeting with Trustees Becigneul, Proulx, and Tremblay and the Secretary-Treasurer was held on February 7, 2018, where they reviewed & confirmed goals – as follows:

1. Review current Remuneration for Trustees
  2. Review current Budget for Trustees
    - Confirm any area of inadequacy and develop a recommendation for the Board's consideration
- The committee advised they were bringing forward two (2) recommendations to the March 19, 2018 Regular Meeting and explained the rationale to Trustees. The Committee asked for guidance on any changes to accounting for Special Meetings and/or luncheons where other elected officials may also be present. The consensus was to leave as is for now but to add clarity to events by adding a column to the Board Commitments which would indicate if Per Diems would be charged to the General Account (G) or the Trustee Account (T).

**2018-2019 BOARD MEETING CALENDAR DATES**

Trustees were presented with two (2) options for consideration; one with meetings on Mondays, and the other with meetings on Wednesdays. The consensus was to pursue the meeting calendar based on Mondays without a Committee of the Whole meeting in December. This will be forwarded to the Organizational Meeting on September 10, 2018 for approval.

**REVIEW OF INCLUSIVE EDUCATION & MENTAL HEALTH ACCESS**

Trustees were provided with an Index Card that stressed the important challenges and opportunities of Mental Health access by students. Trustees liked that this tool could be used with MLA's for advocacy purposes.

**ASBA FGM POLICY STATEMENT – MENTAL HEALTH**

Following the last discussion, Trustees were provided with a Policy Statement in the format required by ASBA and would continue to look for one or more seconders to support the position that will be presented by the Board at the ASBA Fall General Meeting that is of great concern in the Capital Region and throughout the Province.

**TRUSTEE COMMITTEE & SCHOOL COUNCIL REPORTS**

Trustee Crockett provided a written report from her attendance at the St. Albert Chamber of Commerce Meeting on February 14, 2018 and Trustee Becigneul provided a written report from his attendance at the Zone 2/3 Meeting on February 23, 2018. Trustees verbally shared information from their attendance

at School Council meetings and discussed various activities at the schools.

**FIRST NATIONS, METIS, and INUIT ACTIVITY**

Trustees reviewed the Education for Reconciliation March Update, which is available on the District website. Assistant Superintendent Nixon shared a short exercise with Trustees, providing some assistance on understanding the foundational concepts around treaties.

Trustee Shaw offered the closing prayer. The meeting was adjourned at 9:48 p.m.

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Meeting chaired by Trustee Schell



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 8.4

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### Special Meeting (Expulsion) Minutes of March 15, 2018

#### **BACKGROUND:**

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the minutes of the Special Meeting (Expulsion) held on March 15, 2018 as circulated or as circulated and amended.

**MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF TRUSTEES  
OF  
GREATER ST. ALBERT ROMAN CATHOLIC  
SEPARATE SCHOOL DISTRICT NO. 734  
EXPULSION HEARING  
HELD ON THURSDAY, MARCH 15, 2018 at 1:00 p.m.  
at 6 St. Vital Avenue, St. Albert, AB**

**MEMBERS PRESENT**

Trustees, Crockett, Proulx, Radford, Schell, and Tremblay

**MEMBERS ABSENT**

Trustees Becigneul and Shaw

**ADMINISTRATION PRESENT**

D. Keohane, superintendent, D. Schlag, secretary-treasurer, R. Nixon, assistant superintendent

**CALL TO ORDER**

**Trustee Tremblay** called the meeting to order at **1:04 p.m.** and declared it a duly constituted meeting, as quorum had been reached with 5 of the possible 7 Trustees present. A minimum of four (4) Trustees is required for quorum.

**OPENING PRAYER**

**Trustee Crockett** offered the opening prayer.

**ACKNOWLEDGEMENT**

**Trustee Tremblay** acknowledged that the Board is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).

**WAIVER OF NOTICE OF SPECIAL MEETING**

**160/18**      **Trustee Proulx:**      **THAT** the Board of Trustees waive notice of the special meeting of March 15, 2018.

**CARRIED (5/5)**

**APPROVAL OF AGENDA**

**161/18**      **Trustee Schell:**      **THAT** the Board of Trustees approve the agenda as presented.

**CARRIED (5/5)**

**PURPOSE OF HEARING**

**Trustee Tremblay** requested introductions of all parties present on behalf of the Trustees, the Administration, and the student will be made In-Camera. **Trustee Tremblay** explained the purpose of the hearing is to provide an opportunity for both the School Administration and the student to make representation to the Board on their respective views of the circumstances leading up to the recommendation for expulsion. The Board members present will hear perspectives from the school and the parents. **Trustee Tremblay** also confirmed that there was no declared or perceived conflict that might hamper proceedings.

**IN CAMERA**

**162/18**      **Trustee Radford:**      **THAT** the Board of Trustees move the meeting in camera at 1:06 p.m.

**CARRIED (5/5)**

**OUT OF CAMERA**

**163/18**      **Trustee Radford:**      **THAT** the Board of Trustees move the meeting out of camera at 3:16 p.m.  
**CARRIED (5/5)**

**BOARD DECISION**

**164/18**      **Trustee Crockett:**      **THAT** the Board of Trustees support the recommendation by administration to expel student ID number 125491639, from the student's school, and the school's related activities and functions.  
**AND**  
**THAT** student ID number 125491639's re-enrollment in any other program will be subject to the programming and program supports as specified within the Principal's recommendation for expulsion.  
**CARRIED (5/5)**

**FURTHER ADVICE**

**Trustee Tremblay** explained to all present that this decision, rendered by motion 164/18 of the Board, may be appealed to the Minister under sections 123 and 124 of the *School Act*.

**Trustee Tremblay** also explained the contact for supports available to the student under alternate programming would be Assistant Superintendent, Dr. Rhonda Nixon.

**RETURN OF MATERIALS FOR SHREDDING**

**165/18**      **Trustee Crockett:**      **THAT** all distributed materials are returned to the secretary-treasurer for shredding.  
**CARRIED (5/5)**

**CLOSING PRAYER**

**Trustee Crockett** offered the closing prayer.

**ADJOURNMENT**

**166/18**      **Trustee Proulx:**      **THAT** the Board of Trustees adjourn the meeting at 3:21 p.m.  
**CARRIED (5/5)**

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Secretary Treasurer

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Chair





# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 9

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### Committee & Event Reports

#### **PREPARED BY:**

- |  |          |
|--|----------|
| 9.1 Business Liaison (Crockett)                            | Attached |
| 9.2 Alberta School Boards Association Zone 2/3 (Becigneul) | Attached |

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the committee reports from the Board Committee of the Whole meeting held on March 5, 2018.



# Committee Report Summary

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**Board Advocacy Committee Meeting Date:** March 5, 2018

**Submitted by Trustee:** Trustee Crockett

**Committee/Event Name:** Business Liaison - Chamber of Commerce - St Albert

**Committee Meeting Date:** February 14, 2018

**Chamber Luncheon Relevancy to GSACRD:** networking with St. Albert mayor and councillors, St Albert Public trustees, St. Albert business owners, table discussion, introduced as an elected official of GSACRD, and guest speaker enrichment.

## **Speaker – Todd Hirsch, Chief Economist at ATB Financial (Summary)**

- To begin, we must recalibrate our language around ‘growth’ rather than the recession that occurred in 2015-2016.
- 2017 – great global economies in Asia, Europe, and North America. The US, had positive growth with 4% unemployment rate.
- The Canadian economy had a 3% expansion rate which is much more stable than the 2010 – 2014 economic galloping which was out of balance.

## **Economic Trends for Alberta**

- **1 – Pipeline controversy** will be intensified for 2018.  
Although Keystone to the US and Kinder Morgan from Edmonton to Burnaby have been approved, protests and debate will continue.
- **2 – High levels of household debt** to income ratio might lead some households to insolvency.
- **3 – International Trade** – Although NAFTA has been beneficial to Canada and Mexico, US is likely to make unreasonable demands and withdraw from NAFTA. Free trade and bilateral agreements are likely with Europe and Japan especially in agricultural products. Japan is considered the third largest economy after United States and China and therefore poses a huge opportunity for the sale of agricultural products.

- **4 – The 8% contraction of Crude Oil** in 2015 unbalanced the whole economy because of one commodity. West Texas at \$60 has somewhat recovered. Heavy oil has been flat for the last year. 2018 will see price stability rather than a roller coaster. 2010 – 2014 oil was the engine of the economy but is now taking on a new role – as a backbone, a supporter of the economy.
- **5 – Automation/Robotics/Artificial Intelligence** is affecting the entire global economy which might mean the elimination and displacement of certain jobs. For 300 years economies have always been disrupted by technology. New innovations may displace jobs but may create new ones and provide the opportunity for industrial opportunities. The Alberta Labor market is young, highly skilled, and entrepreneurial. In fact, Hirsch says we have the second highest skilled labor force in the world after US.

To conclude, although Alberta’s economy is improving, unemployment remains a challenge. However, ATB Financial Economists expect improvements and moderate growth next year particularly in the areas of: agriculture, agri-foods, technology, and health. Although high unemployment is expected next year, Hirsch forecasts GDP growth of 2.7 percent which is considered moderate.

**Spiders in Space: Successfully Adopting to Unwanted Change** - authors Todd Hirsch and Robert Roach 2017

Learning How to Thrive in New Environments

**Overview of Book:** From small disappointments to heartbreaking tragedies, unwanted change blind sides us and leaves us wondering what to do next. The spiders sent into space by NASA found ways to spin their webs without the aid of gravity, we must find ways to overcome pitfalls that life places in our path.

**Next Chamber Luncheon – 11:30 am, March 14, 2018**



Greater St. Albert Roman Catholic Separate School District No. 734

# Committee Report Summary

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**Board Committee of the Whole Meeting Date:** March 5, 2018

**Submitted by Trustee:** Joe Becigneul

**Committee/Event Name:** ASBA Zone 2 / 3

**Committee Meeting Date & Time:** February 23, 2018. 9 am to 3 pm

**Summary of Agenda Items:** The Agenda was circulated to Trustees prior to the meeting. Key items will be the review of the Policy Process.

## Highlights of Items Relevant to GSACRD:

- Edwin Parr nomination deadline March 16, 2018.
- **Boards to submit proposed bylaw amendments to ASBA by March 20, 2018.**
- Indigenous Shining Student Award submissions due March 23.
- **April 13 - Boards to submit proposed policies to Zone 2/3 secretary. Discussion will be held at April meeting and voting on policies to bring forward will be held at May meeting.**
- **April 27 – Deadline to submit emergent policies for Spring Meeting.**
- Devonna Klassen, Black Gold, was elected as the Alternate Director for Zone 2 / 3.
- Summer Leadership Academy Aug 24-25, 2018 in Canmore, Alberta.

## ASBA President's Report:

- CRA are removing the non-taxable honorarium for trustees (I believe all elected officials) effective April 1, 2019.
- Copyright – school jurisdictions across the country need some clarification and protection against infringement of copyright. Discussion ongoing at National level including the Canadian Association of Ministers of Education.
- Mary Martin addressed the information that had been circulated to the media re Superintendent Salaries.
- N.S. situation and potential impact across the country. 8 English School Boards abolished, 1 French Board retained. Effective March 31. Boards instructed they have no decision-making authority from now until March 31.
- Principals removed from the Union.
- Quebec talking about dissolution of English Boards due to low voter turnout (not elected during municipal elections, so turnout is typically 5%).

- Manitoba – School Boards to be elected next year & then the government of MB will examine the issue.
- CSBA National Conference will go ahead in Halifax as over \$200,000 had already been guaranteed for facility.
- A National Repository of FNMI Acknowledgements has been created. Would like all Boards who currently acknowledge and recognize Treaty lands to submit. (details of where to do this were not provided).
- Student Health & Wellness Committee has concluded their work, submitted their recommendations and have disbanded.
- The Indigenous Shining Star Award is to be renamed – details to follow.
- The Budget – due to be passed at the SGM. ASBA are discussing the possibility / logistics of a webinar discussion prior to the SGM to share and discuss the budget prior to the SGM.

ADVOCACY (With MLA's) at Royal Glenora Club March 15. To my knowledge, Trustee Radford and Myself have registered.

Alberta Education: Maurice Trottier, Metro Services Branch. Trustees are directed to the website. <https://education.alberta.ca> and click on "In the Loop" for information.

Ryan Stierman, V.P. ASBOA gave an excellent 90 minute presentation on the Alberta Education Funding Framework. What I learned from the presentation is that we are well informed through our Secretary-Treasurer. There was absolutely nothing in the presentation that has not been presented to us.

#### Upcoming Events:

March 14 – 16: Think Indigenous Education Conference, Saskatoon.

March 15 – Zone Advocacy Event – Royal Glenora Club, Edmonton.

March 16 – Next Zone 2/3 meeting.

April 20 – 22 Alberta School Council Association Conference and AGM – Edmonton.

April 27 – Zone 2/3 Meeting moved to the Genesis Early Learning Centre 10537 – 44 Street, Edmonton



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 10

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### Good News (Communication & Community Relations)

#### **PREPARED BY:**

Carol Bruineman, communications manager

#### **BACKGROUND:**

Please see attached.

**Good News  
Regular Board Meeting  
March 19, 2018**

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**District News**

- The **Terry Fox Foundation** sent through an acknowledgement to the District recognizing the generosity of all school communities for collectively contributing more than \$6,000 last year to the Foundation. Thank you!
- The District was successful in its application to receive grant monies to expand current dual-credit opportunities. Thank you to **Dr. Nixon** for all of her work in securing these funds that will increase opportunities for students.

**School News**

- **Ryan Herbold, teacher at R.S. Fowler** is one of the nominees for a City of St. Albert Excellence in Arts Teaching Award. The nominees will be recognized at the Mayor's annual Celebration of the Arts on March 15, 2018. Mr. Herbold's musical talents were highlighted in the nomination and the success of the R.S. Fowler music program under his leadership.
- Congratulations to **ESSMY students, Sofie, and, Daniel**, the first two Canadian students to earn the Year One Hospitality and Tourism Management Course; the only site in Canada that offers this dual credit opportunity for students! Bravo!
- **MCHS** along with many other schools participated in a food drive in honour of **Constable David Wynn**. A number of families donated to the cause and MCHS was able to donate over 300 pounds of food to the local food bank in Morinville. Thank you to everyone who contributed and thanks to everyone who helped us honour Constable Wynn.
- **Grade six students at J.J. Nearing** held a Wake-A-Thon that resulted in more than \$600 in proceeds donated to the Stollery.
- Close to 30 students at **École Notre Dame and G.H. Primeau** gathered at St. Jean Baptiste to participate in Lenten prayers, shared station readings and prayed together with the parishioners. Everyone had a wonderful time!
- **J.J. Nearing School** hosted **Mr. Garry Gagnon** to support the raising of a teepee in their library and to speak to the children and staff regarding the significance of the structure to Indigenous culture. The teepee will remain in the library and be used as an Indigenous reflection corner.

## Athletic News

- The **SACHS Sr. Girls Basketball Team** took home the Tier 1 Metro Championship banner and trophy, defeating Jasper Place. This is their first time winning the title and they will head to provincials in Medicine Hat!
- **Legal Girls Basketball Team** took gold at the Sturgeon Finals.
- **MCHS Curling Teams** had a successful run at their zone competition and both came home with medals; the boys team won gold and the girls silver!
- **R.S. Fowler Junior Boys and Girls Basketball Teams** went undefeated all season and took home the gold at their respective Championships. **The Senior Boys and Girls Basketball Teams** have also gone undefeated all season and are entering their finals. Congratulations to all athletes and coaches; it's looking like a bit of a sweep for the school this year!
- The **SACHS Boys Curling Team (Nick, David, Chase, Owen)** played a grueling but amazing three days of curling, to win the ASAA Provincial Championship. To make it even more special, SACHS and Paul Kane co-hosted the tournament. **Leanne Oake** was the tournament chair putting in countless hours and dedication to run a flawless event with support from staff members, Dean and Todd who helped behind the scenes.
- Congratulations to **MCHS Grade 9 Boys Basketball Team** who won their invitational tournament; this was their first tournament victory of the season. The team then went on to win their North Central Junior High League Zone Championship. Well done athletes and coaches!
- The **MCHS Junior Girls Basketball Team** were successful in their Zone Championship bringing home the banner! Congratulations
- **SACHS** has a team participating in Technovation, an international tech entrepreneurship challenge. The team includes four girls from the school, Olivia Blanchard, Zoe Gaudry, Amanda Gnenz, and Teagan Gomes. They have been working on creating an app that aims to increase awareness of recycling and solutions within St. Albert.

Technovation was originally launched in 2009 in San Francisco by a non-profit called Iridescent. The organization's mission is to empower girls between ages of 10 to 18 through technology to become leaders and innovators.

Over the course of 10 weeks, girls from 100 countries will work on creating apps that will be useful in their communities.





# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 12.1

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### Board Policy Review

#### **PRESENTERS:**

David Keohane, superintendent

#### **BACKGROUND:**

The Board in cooperation with the Superintendent shall review board policies each year in order to determine whether or not the policy is meeting its intended purpose.

Board Policy 1 –District Mission Statement, Values and Beliefs, Statement of Philosophy and Objectives was last reviewed October 2, 2017. With the introduction of Bill 24 creating changes to the *School Act*, *it is necessary to amend Board Policy 1.*

Board Policy 10 – Policy Making and Board Policy 15 – School Closure were last reviewed March 2017. For this review, no changes are recommended.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the review of Board Policy 1 - District Mission Statement, Values and Beliefs, Statement of Philosophy and Objectives with the changes as presented and Board Policy 10 – Policy Making and Board Policy 15 – School Closure with no changes.



## *Memorandum*

**DATE:** March 12, 2018  
**TO:** The Board of Trustees  
**FROM:** David Keohane, superintendent of schools  
**RE:** **Policy Analysis**

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Please find enclosed documentation that recommends further action with respect to policies receiving review at this meeting.

The documentation is intended to support the questions posed within the Board's Policy Review Framework (attached).

Re: Policy 1: District Mission Statement, Values and Beliefs, Goals and Objectives

For the review of Policy 1, the Board is advised to state appropriate direction to the District in order to fulfil the basic requirements of Bill 24. The bill has resulted in Section 45.1(3) of the *School Act* being amended which now expects the Board to:

affirm the rights, as provided for in the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms*, of each staff member employed by the Board and each student in a school operated by the Board, and,

contain one or more statements that staff members employed by the Board and students in a school operated by the Board will not be discriminated against as provided for in the *Alberta Human Rights Act* or the *Canadian Charter of Rights and Freedoms*.

By changing Policy 1, the Board can support this change to the *School Act*. The change described below would have operational impact requiring an amendment to Administrative Procedure 359, Guideline 2 (see the highlighted section in the attachment).

The Board would fulfil this requirement by being responsive to this legal mandate through the lens of Catholicity and adding a component to the "We Celebrate" section of the policy, by including a section that follows "We celebrate the opportunity to love and serve others:"



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This section would be titled, “We celebrate respect for the human person” and would include the following:

- Respect entails the rights that flow from the dignity of each community member, care-giver, parent, student, and staff-member who collectively support our efforts to learn, live, fully, and serve others.
- Respect for all people associated with our educational community means that each individual is treated and recognized as a Child of God.
- Respect when practiced in our schools will take place in a welcoming, caring, respectful, safe learning environment for all that respects diversity, and fosters a sense of belonging in accordance with the rights that are guaranteed under the *Canadian Charter of Rights and Freedoms*; *Alberta Human Rights Act*; *Alberta Bill of Rights*; *An Act to Amend the Alberta Bill of Rights to Protect our Children*; *School Act*; *Alberta Act*; and all administrative procedures dedicated to achieving their objectives.
- Respect assures all students and staff will not be discriminated against according to the application that the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms* has to the Board’s Catholic Separate Schools.
- Since the Board would not want to be perceived as waiving its constitutional and charter rights as a Catholic separate school board, the following inclusion stated below is recommended following the statement regarding “respect” in the policy:  
Nothing in this policy or any other administrative procedures associated with the operations of the District are to be interpreted so as to limit or be a waiver of the Greater St. Albert Catholic School Board’s rights and powers pursuant the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools. If any of the provisions in this policy conflict with the Greater St. Albert Catholic School Board’s rights and powers pursuant to the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools, the Greater St. Albert Catholic School Board’s rights and powers pursuant the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools will govern.

Finally, under the Objectives section of the policy, item 4 could be changed to reflect a more inclusive understanding of the human person. To address this reality, the item could be restated as saying:

To assist students to choose and develop a hierarchy of values consistent with the nature of all God’s people and the teachings of the Catholic / Christian faith.



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Re: Policy 10: Policy Making

No changes are recommended at this time.

Re: Policy 15: School Closure

No changes are recommended at this time.

Thank you for your attention to this matter.

DK



## Board Policy Review Reflection Framework

Within the existing ASBA Roles Clarification: Governance, Administration Policy Model that is adopted by Greater St. Albert Catholic Schools, the Board sets direction for the District according to two elements that are essential to achieving the District's mandate:

- the responsibilities that the Board will undertake due to the mandates of legislation and its desire to uphold appropriate risk management principles;
- what the Board hopes to achieve in order to be responsible to the owners of the system (the public).

To this end, the Board through its policy model has identified policies that reflect the will of the Board in these areas. Within the Board's policy framework is the delegation to the Superintendent the authority to maintain administrative procedures that complement Board Policies relevant to what the Board deems to be operational matters and outcomes that are essential in achieving the mission and vision of the District. Essential to the success of meeting desired results for the District is the extent to which Board Policies and Administrative Procedures are complementary to each other.

Therefore, when the Board engages in continually understanding and adapting its role in fulfilling responsibilities and meeting desired outcomes, policies should meet the following tests:

*Are the Board's policies:*

- *legal according to statutes and contractual arrangements made by the Board?*
- *supportive of the Board's foundational policies: District Mission Statement, Values, Beliefs, Goals, and Objectives; Role of Board; Role of the Trustee; Board Delegation of Authority; Role of the Superintendent?*
- *supportive of the expectations of previous motions that empower current practice?*
- *understandable according to the intent of their expectations and will of the Board?*
- *a reflection of generally accepted standards as written in other parallel public policies?*

The Board is encouraged to use these questions as a reflection framework for understanding or amending all policies that are reviewed through the Board's annual policy review schedule.

## DISTRICT MISSION STATEMENT, VALUES AND BELIEFS, GOALS AND OBJECTIVES

A clear statement of the organization's purpose and beliefs is critically important to its effective and efficient operation. A mission statement defines the purpose of the organization and assists with setting objectives and making decisions. Belief statements are the fundamental bedrock values that provide direction in fulfilling the mission.

### **Motto:**

Faith in Our Students

### **Mission:**

Greater St. Albert Catholic Schools is a welcoming learning community that awakens the hearts and minds of students while educating and nurturing each to learn, live fully, and serve others.

### **Values and Core Commitments**

|               |   |
|---------------|---|
| Passion       | We celebrate all students as gifts from God, so we further our dedication to their needs;                               |
| Relationships | We seek to meaningfully see Christ in others through relationships with our students and other stakeholders;            |
| Commitment    | Our pursuit of continuous life-long learning enables students to be their best in achieving their goals;                |
| Hope          | We constantly communicate a belief of what is possible for the student;   |
| Innovation    | We are committed to innovation, best practice and lifelong learning;  |
| Excellence    | We establish standards for success for learning, devote our personal best to achieving them, and celebrate our results. |

### **Vision:**

Excellence in learning through faith, relationships and engagement.

### **We celebrate life in a community where Gospel values are evident:**

- Love, joy, peace, patience, kindness, generosity, faithfulness, forgiveness, gentleness and self-control are modeled, communicated and encouraged.
- Firm discipline policies are based on the principle of reconciliation.
- A culture of relationships with God, self, our neighbours, our parishes, and the world community is fostered.
- Sacramentality is present through the efforts of staff to connect everything in our schools to Christ.

### **We celebrate the opportunity to love and serve others:**

- Staff consciously endeavour to build a multicultural Christian climate.
- Activities include outreach to former students and varied age groups.
- Christian witness is promoted through activities such as involvement in parish ministry, service and charitable works.

### **We celebrate commitment to success for every learner:**

- Our schools promote a welcoming, caring, respectful, safe learning environment that respects diversity, and fosters a sense of belonging.
- Teaching and learning encompasses the whole child, mind, body, and soul by addressing intellectual, spiritual, social, emotional, physical and artistic development in order to fully realize the potential of each student.
- Strong academics are complemented by a rich variety of specialty programming choices.
- Social justice teachings are permeated throughout our academic programs.
- Our programs emphasize a culture of life in the Catholic tradition, respecting the dignity of all persons and encouraging stewardship of the environment.
- Staff collaborate with families and community support services to address students' needs and ensure that barriers to learning are removed.
- Access, appropriateness, and accountability serve as the three lenses through which inclusive education is provided.
- Staff collaborate to provide the advantages of systematic, job embedded, dynamic Professional Development enabling them to address student learning through research-based practices.

### **We celebrate through prayer:**

- Our school communities pray daily, calling for the active participation of all.
- Retreat experiences are available for staff and students.
- Inspiring Catholic observances are held throughout the liturgical year. In Morinville and Legal these celebrations have an ecumenical flavour and invite the participation of clergy from several denominations.

### **We celebrate staff who are mentors of faith:**

- Staff have a knowing mind, a committed heart, and the loving will to help students experience the wonder of God.
- Staff will include personal faith formation on Professional Growth Plans.
- Staff are active and articulate witnesses to the One for whom Catholic schools exist – Jesus Christ.
- Staff endorse the Catholic ethos of our schools and grow within their faith journeys. Such growth is guided by an understanding and support for our Church's teachings and how these teachings contribute to the fulfillment of the human person and the Kingdom of God.
- Professional development days include activities to enhance the spiritual growth, religious knowledge and faith community among staff.
- Religious mission and personal faith are emphasized in the staff selection process and in staff orientation.

### **We celebrate an active partnership among schools, homes and parishes:**

- Education is a shared responsibility in which parents have the primary role.
- Parental involvement includes active links to parishes and opportunities to participate in decision-making and the spiritual life of the schools.
- Pastors and parish staff are essential members of our school communities.
- There are strong links to parish youth ministry programs.

### **We celebrate, respect and nurture Catholic traditions and teachings:**

- Role models such as Mary, the saints, Catholic heroes and the school's namesake are given pride of place within the school culture.
- At each school there are staff who have the expertise and the pastoral will to convey the messages of Scripture and the historical tradition of the Catholic Church.
- The Religious Education Programs, as approved by the local Bishops, are taught in all schools. In Morinville and Legal alternative programs are available in recognition of our desire to serve all families.
- Schools and parishes work together to nurture the Sacramental life of our students.

### **We celebrate respect for the human person:**

- Respect entails the rights that flow from the dignity of each community member, care-giver, parent, student, and staff-member who collectively support our efforts to learn, live, fully, and serve others.
- Respect for all people associated with our educational community means that each individual is treated and recognized as a Child of God.
- Respect when practiced in our schools will take place in a welcoming, caring, respectful, safe learning environment for all that respects diversity, and fosters a sense of belonging in accordance with the rights that are guaranteed under the



*Canadian Charter of Rights and Freedoms; Alberta Human Rights Act; Alberta Bill of Rights; An Act to Amend the Alberta Bill of Rights to Protect our Children; School Act; Alberta Act; and all administrative procedures dedicated to achieving their objectives.*

- \*Respect assures all students and staff will not be discriminated against according to the application that the *Alberta Human Rights Act* and the *Canadian Charter of Rights and Freedoms* has to the Board's Catholic Separate Schools.

\* Nothing in this policy or any other administrative procedures associated with the operations of the District are to be interpreted so as to limit or be a waiver of the Greater St. Albert Catholic School Board's rights and powers pursuant the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools. If any of the provisions in this policy conflict with the Greater St. Albert Catholic School Board's rights and powers pursuant to the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools, the Greater St. Albert Catholic School Board's rights and powers pursuant the *Constitution Act, 1867* and the *Canadian Charter of Rights and Freedoms* to maintain the denominational character of Catholic schools will govern.

## **Goals and Objectives**

Goals are broad statements of the major priorities of the system. They assist the Board and administration to discharge their responsibilities. Objectives are more specific statements of the desired outcomes the District wishes to achieve. In relation to basic education, goals serve several purposes:

1. They identify the distinctive role of the school and its contribution to the total education of youth.
2. They provide purpose and direction to curriculum planning, implementation and evaluation.
3. They enable parents, teachers and the community at large to develop a common understanding of what the schools are trying to achieve.

Society must periodically re-examine the goals of its schools. Changes in emphasis and adjustments may be required from time to time to keep pace with social change.

This statement of goals is to direct education for ECS through Grade 12 in Alberta schools. It is the basis from which specific objectives for various subjects and grades shall be developed.

While the school makes a very important contribution to education, it is only one of the agencies involved in the education of youth. The home, the church, the media, and community organizations are very significant influences on children. It is useful, therefore, to delimit the role of schooling in education. Education refers to all the learning

experiences the individual has in interacting with the physical and social environment; it is a continuing and life long process. Schooling which has a more limited purpose refers to the learning activities planned and conducted by formal structures which influence individuals during a specified period.

There is, of course, a very close relationship between schooling and education – the learning which occurs in school influences and is influenced by what is learned outside the school.

The Board supports the provincial goals of education and schooling. In addition, the Board supports the development, adoption and periodic revision of District goals and objectives. All staff, through the leadership of the Superintendent, are deemed to be agents of the Board in achieving district goals and objectives.

## 1. Learning Expectations – Provincial

1.1 The goal of the Student Learning Ministerial Order No. 001/2013 for an inclusive Kindergarten to Grade 12 education is to enable all students to achieve the following outcomes:<sup>1</sup>

- 1.1.1 Be engaged Thinkers and Ethical Citizens with an Entrepreneurial Spirit;
- 1.1.2 Strive for engagement and personal excellence in their learning journey;
- 1.1.3 Employ literacy and numeracy to construct and communicate meaning; and
- 1.1.4 Discover, develop and apply competencies across subject and discipline areas for learning, work and life to enable students to:
  - 1.1.4.1 know how to learn: to gain knowledge, understanding or skills through experience, study, and interaction with others;
  - 1.1.4.2 think critically: conceptualize, apply, analyze, synthesize, and evaluate to construct knowledge;
  - 1.1.4.3 identify and solve complex problems;
  - 1.1.4.4 manage information: access, interpret, evaluate and use information effectively, efficiently, and ethically;
  - 1.1.4.5 innovate: create, generate, and apply new ideas or concepts;
  - 1.1.4.6 create opportunities through play, imagination, reflection, negotiation, and competition, with an entrepreneurial spirit;
  - 1.1.4.7 apply multiple literacies: reading, writing, mathematics, technology, languages, media, and personal finance;
  - 1.1.4.8 demonstrate good communication skills and the ability to work cooperatively with others;
  - 1.1.4.9 demonstrate global and cultural understanding, considering the economy and sustainable development; and

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<sup>1</sup> From the September 2013 Guide to Education; Section – Program Foundations: Vision, Mission and Basic Education

- 1.1.4.10 identify and apply career and life skills through personal growth and well-being.
  - 1.2 Schools may also provide the opportunity for students to acquire a second language. When the primary language of instruction is not English, students must be able to demonstrate competence in reading and writing English.
  - 1.3 Our schools are Catholic separate schools. Therefore, they will provide religious studies and faith permeation consistent with their constitutional guarantees.
2. Goals and Objectives of the Greater St. Albert Roman Catholic Separate School District No. 734

Catholic schools, as agents of Catholic parents, have the responsibility to help all children to develop their unique individual capabilities to learn and to live, thereby experiencing humanity and the world as created by God and redeemed by Jesus Christ.

Catholic schools and Catholic parishes are complementary to the family which is the primary agent responsible for the child's development. Specifically, the goals and objectives of the Greater St. Albert Roman Catholic Separate School District No. 734 are to:

### **Goals**

1. Develop fully the spiritual, intellectual, physical, social and emotional capabilities of each child.
2. Operate in accordance with the current School Act and the goals of schooling and education as adopted by Alberta Education.
3. Provide a system of education which will meet the educational needs of our students in an atmosphere permeated by the gospel values of Jesus Christ.

### **Objectives**

1. To provide opportunities for the maximum development of student attitudes, skills and competencies together with an understanding of the Catholic/Christian traditions and its significance in the lives of students and the world.
2. To provide the experience of living the Catholic/Christian educational community where the teachings and example of Jesus Christ are lived and taught and to strive for growth in Christian faith.
3. To develop in students a sense of Christian morality that will serve as a guiding principle for living.

4. To assist students to choose and develop a hierarchy of values consistent with ~~man's nature~~ nature of all God's people and the teachings of the Catholic/Christian faith.

Legal Reference: Section 60 (1) School Act

Revised June 14, 2012, September 9, 2013, September 8, 2014, September 28, 2015, September 28, 2017

## POLICY MAKING

The Board is responsible for the development of policies in keeping with the requirements of government legislation and the values of the electorate. In order to meet its responsibility, the Board shall establish and maintain written policies which express its philosophical beliefs in support of public education and provide effective direction and guidelines for the action of the Board, the Superintendent, staff, students, electors and other agencies. Policies also serve as sources of information and guidance to all who may be interested in, or connected with, the operation of the District. Board policies constitute the will of the Board in determining how the District will be operated.

The Board shall be guided in its approach to policy making by ensuring adherence to the requirements necessary to provide public education and compliance with the School Act and provincial legislation. Further, the Board believes that the development and review of policies are enhanced when the process allows for the ongoing participation of staff. The Board considers the Policy Advisory Committee a principal advisor in policy development and revision.

Board policies shall provide an appropriate balance between the responsibility of the Board to develop the broad guidelines to guide the District and to provide the opportunity for the Superintendent to exercise professional judgment in the administration of the District.

The Board shall adhere to the following stages in its approach to policy making:

1. Planning

The Board, in cooperation with the Superintendent, shall assess the need for a policy, as a result of its own monitoring activities or on the suggestion of others, and identify the critical attributes of each policy to be developed.

2. Development

The Board may develop the policy itself or could delegate the responsibility for development to the Superintendent or to a Board committee. The process for the development and review of policies should allow for the participation of interested and concerned groups and individuals as appropriate to their circumstances.

3. Implementation

The Board is responsible for the implementation of policies governing its own processes. The Board and Superintendent share the responsibility for implementation of policies relating to the Board-Superintendent relationship. The Superintendent is responsible for the implementation of all other policies.

#### 4. Evaluation

The Board, in cooperation with the Superintendent, shall evaluate each policy in a timely manner in order to determine whether or not it is meeting its intended purpose.

Specifically:

1. The Board, staff members, the Policy Advisory Committee, Alberta Learning, administration, parents, community members, school councils and other affected groups may make suggestions regarding the possible development of a policy or the need for policy revisions on any matter, by presenting a proposal for a policy or revisions in writing to the Superintendent. The proposal shall contain a brief statement of purpose or rationale.
2. Policy development or revision may also be initiated by the results of a public consultation, survey, needs assessment, or policy evaluation.
3. The Superintendent shall present the proposal to the Board for initial consideration. Should the Board determine the need for policy development or revision, the Board will direct the Superintendent to initiate the development process.
4. The Board may also request the Superintendent to change an administrative procedure to a draft Board policy, and will provide the rationale for same.
5. The Superintendent shall submit proposed policy or policy revision related to school operations to the Policy Advisory Committee for discussion and additional input. Input may also be requested from government, community leaders, other Boards or agencies, and contractors.
6. The Superintendent shall submit the proposed policy to the Board for information and discussion.
7. Suggestions for change are reviewed and modifications may be incorporated into a second draft policy. The initiator of the proposed policy or revision should be consulted when substantive modifications have been incorporated.
8. The Superintendent shall submit the second draft of pertinent policies to the Policy Advisory Committee for additional discussion and input.
9. The policy, as amended by the Board, must be adopted by resolution at a regular or special meeting of the Board. Normally, final resolutions by the Board are not made at the same meeting as initial proposals are being considered.
10. The formal adoption of policies shall be recorded in the minutes of the meeting of the Board and a copy thereof shall be appended to the official minutes. The approval of policy is the sole responsibility of the Board.
11. The Board, on matters of unusual urgency, may waive the foregoing procedures and take immediate action in dealing with a policy matter.

12. In approving policy, the Board will always work from the broadest, most general statement of policy, and will proceed to develop progressively more specific policies until it is satisfied that it has achieved the degrees of definition necessary in the policy area under consideration.
13. The Superintendent shall be responsible for the establishment and maintenance of an orderly plan to ensure that trustees, employees, students and any other interested individuals or groups have convenient access to current Board policy, and administrative procedures. Copies are available at rates which may be established from time to time by the Board.
14. The Superintendent must develop administrative procedures as specified in Policy 12 and may develop such other procedures as deemed necessary for the effective operation of the District; these must be in accordance with Board policies.
15. The Board may direct the Superintendent to change a Board policy to an administrative procedure. As with other administrative procedures, these procedures may then be modified at the Superintendent's discretion.
16. The Board shall review each policy annually.

Legal Reference: Section 60, 61, School Act

## SCHOOL CLOSURE/REALIGNMENT

The Board recognizes that the closure of a school or a portion thereof, or realignment of attendance areas, is a necessary consideration in ensuring the equitable use of the resources placed in its trust.

1. In the event of a possible school closure or realignment of attendance areas affecting three or more grades, the Board will communicate the proposed changes to staff, parents and students and other affected ratepayers prior to any decision being made.
2. The process for the closure of schools is outlined in the Closure of School Regulation, Alberta Regulation 238/97. Prior to any decision on a school closure or a realignment of attendance areas, the superintendent shall review the Regulation to ensure that the process to be followed by the Board is in compliance with provincial requirements.
3. The Board, upon receiving a referral from the Superintendent of Schools regarding the possible closure of a school, shall determine whether or not to proceed with further study.
4. Should the Board wish to proceed with a consideration of closure, the Board will have the matter raised as a notice of motion at a regular meeting of the Board, and details will be provided which will identify the specific school or portion of the school affected.
5. Following the notice of motion, a letter will be sent to the parents of every child in the school(s) affected, notifying them of the fact and the implications of the notice of motion. The letter must address questions relating to how a specific closure or realignment of grade would affect the following:
  - 5.1 Attendance area(s) for affected school(s).
  - 5.2 Relevant information as outlined in the Board's Long Range Capital Plan.
  - 5.3 Attendance at other school by students relocated because of the school closure or realignment.
  - 5.4 The need for, and extent of, busing.
  - 5.5 The effect on the social environment of the community.
  - 5.6 Program implications for the students when they are attending other schools.
  - 5.7 Program implications for other schools.



- 5.8 The educational and financial impact of closing the school or realignment of the grades including the effect on operational costs and the capital implications.
  - 5.9 The financial and educational impact of not closing the school or realigning the grade structure.
  - 5.10 The capital needs of other schools that may have increased enrolment as a result of the closure.
  - 5.11 Proposed disposal or use for the school that is to be closed.
6. Following the notice of motion and written notice to parents, a public meeting will be organized by the Board for the purpose of discussing the proposed resolution, its implications for the students and the system, its implementation and possible alternatives. The date and the place of the public meeting shall be:
    - 6.1 Advertised in 5 or more conspicuous places in the area of the school or schools affected by the closure for at least two weeks prior to the date of the public meeting.
    - 6.2 Published in a newspaper circulating within the area or areas of the school or schools affected by the proposed closure, once per week for at least two weeks prior to the date of the public meeting.
  7. On the date set for the public meeting; the Board will convene at the time and place specified to discuss:
    - 7.1 the possible closure;
    - 7.2 the implication for the students, the community, and for the school system;
    - 7.3 possible implementation plans; and
    - 7.4 possible alternatives.
  8. At the public meeting, the Board shall provide an opportunity for the council(s) of the municipality in which the school is located to provide a statement to the Board of the impact the closure may have on the community.
  9. A minimum of two trustees shall attend the public meeting.
  10. Following the public meeting, there shall be a minimum period of three weeks for electors to make written representation to the Board regarding the possible closure.
  11. A public hearing will provide for representatives of concerned electors to present their reactions to the Board, to comment upon the response and to answer questions.
  12. Following the public hearing, the debate and vote on the motion will take place at a regular meeting of the Board.

13. Subsequent to the final debate and vote on the motion, and if the vote is in favour of school closure, the Board shall request approval from the Minister forthwith in order to proceed with the closure.

Reference: Section 58, 2000, School Act  
Alberta Regulation (Closure of Schools Regulation) 238/1997



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 13.2

### District Visual Identity

#### **PRESENTER:**

Carol Bruineman, communications manager

#### **BACKGROUND:**

In fall 2017, the Board of Trustees approved an update to the district's visual identity, including the logo and all associated marks. To assist with this project, communications hired Incite Marketing to complete the design that would align with the current Mission, Vision, and Values. The communications manager formed an internal committee to ensure involvement in the project reflected the range of perspectives from staff and engaged stakeholder representatives from external groups to provide a broad perspective on the district's current brand. Administration was directed to bring forward an implementation plan to roll out the visual identity beginning in the spring 2018 including timelines and estimated costs to facilitate the transition.

It is recommend that the district proceed with a phased approach to implement the new visual identity as follows:

- Phase I – Prior to April 30, 2018 (Update all key external visuals including all signage within the district office and other district buildings to launch internally & externally).
- Phase II – May 1, 2018 to August 31, 2018 (Update all school signage and key promotional materials in advance of the 2018-19 school year start).
- Phase III – September 1, 2018 and beyond (to replace all other visual elements).

A phased approach will ensure the costs associated with implementation of the new identity be spread across two fiscal years and align it with natural purchase cycles.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the approve the District Visual Identity Implementation Plan approach as presented and approve expenditures of up to \$35,000 to support the Phase 1 and 2 roll-out and that all other costs be budgeted for as part of the regular 2018-19 process.



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 13.3

### Adjustments to Trustee Remuneration, effective September 1, 2018

**PRESENTER:** Deb Schlag, secretary treasurer

#### **BACKGROUND:**

A Committee Meeting with Trustees Becigneul, Proulx, and Tremblay and the Secretary-Treasurer was held on February 7, 2018, where they reviewed & confirmed Goals – as follows:

1. Review current Remuneration for Trustees
2. Review current Budget for Trustees
  - Confirm any area of inadequacy and develop a recommendation for the Board's consideration

After agreement on the committee scope/goals as outlined above, the committee reviewed the following documents:

- Review data on Trustee Remuneration from 2016-17 AFS
  - All Catholic Boards
  - Close Proximity Board
- Review 2017 ASBA Trustee Remuneration Survey Report
- Review GSACRD Board Policy 7 – Section 11
- Review current 2017-18 Trustee Budget and the December 31, 2017 General Deployment Report – understand each component and associated flexibility
- Review 2016-17 Trustee Envelope Expenditures

After a thorough review and discussion of all the material provided, the committee agreed that Trustees are adequately compensated through the current structure, in comparison to like boards. In order to improve transparency, the committee felt moving to an hourly rate for Per Diems would be easier. In order to comply with federal legislation (*For 2019 and later tax years, non-accountable allowances paid to elected officers will be included in their income. This change was stated in the 2017 federal budget, which received royal assent on June 22, 2017 (Bill C 44)*) the committee felt combining the allowances with the honorariums would honor compliance. Two recommendations are suggested to the Board for action, as follows:

#### **RECOMMENDATION No. 1:**

**THAT** the Board of Trustees approve the payment of Per Diems based on a \$30 per hour rate, effective September 1, 2018, which will eliminate the current ½-day, full day, and extended day rates. Once the hourly Per Diem rate goes into effect, the maximum number of hours claimed in any given day will be ten (10).

#### **RECOMMENDATION No. 2:**

**THAT** the Board of Trustees approve that the current non-accountable allowance of \$1,800 per Trustee be added to the current Trustee Honorarium of \$11,609 effective September 1, 2018, prior to any potential adjustment from a change in the CPI for 2018-19.

#### **AND**

The current non-accountable allowance of \$1,500 for the position of Chairperson be added to the current Chairperson Honorarium of \$13,891 and the \$1,800 Trustee non-accountable allowance effective September 1, 2018, prior to any potential adjustment from a change in the CPI for 2018-19.

#### **AND**

The current non-accountable allowance of \$1,050 for the position of Vice-Chairperson be added to the current Vice-Chairperson Honorarium of \$12,732 and the \$1,800 Trustee non-accountable allowance effective September 1, 2018, prior to any potential adjustment from a change in the CPI for 2018-19.



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 13.4

---

### 2018-2019 Instructional Calendar

#### **PRESENTER:**

Steve Bayus, assistant superintendent

#### **BACKGROUND:**

In accordance with Board Policy 2 – Role of the Board, the Board is responsible for the approval of the District's instructional calendar. The instructional calendar approval process includes feedback from trustees, school councils, staff and school administration through the Policy Advisory Committee and other committees.

At the February 26, 2018 regular meeting, the 2018-2019 instructional calendar was approved. However, errors were later noted and have since then been corrected.

Administration is recommending approval of the amended 2018-2019 Instructional Calendar noted as Revised for Board Approval on the attachment as presented.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the amended 2018-2019 Instructional Calendar as presented.



Greater St. Albert  
Catholic Schools

Greater St. Albert Roman Catholic Separate School District No. 734

6 St. Vital Avenue, St. Albert, AB T8N 1K2

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## MEMORANDUM

**To:** David Keohane, Superintendent of Schools

**From:** Steve Bayus, Assistant Superintendent of Human Resource Services

**Date:** March 7, 2018

**Re:** **Instructional School Year Calendar 2018-2019**

---

The 2018-2019 Instructional Calendar, approved by the Board on February 26, 2018, contained an error in the number of instructional days in November 2018. There should be nineteen (19) Instructional Days in November 2018, not twenty (20); and One hundred and seventy-nine (179) Instructional Days for the 2018-2019 school year, not one hundred and eighty (180) Instructional Days. As a result there are eighty-nine (89) days in Semester 1, not ninety (90).

The number of Operational Days remain the same at one hundred and ninety-six (196) Operational Days.

There is no change to any events on the calendar.

See the attached 2018-2019 Instructional Year Calendar for Board approval.

Sincerely,

Steve Bayus  
Assistant Superintendent  
Human Resources Services

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# GREATER ST. ALBERT CATHOLIC SCHOOLS 2018-19 INSTRUCTIONAL CALENDAR

Approved - February 26, 2018

|                             |               | Date   | Details  | Operational<br>Days | Instructional<br>Days | <b>NOTES</b><br><input type="checkbox"/> = operational day (no students)<br><input type="circle"/> = holiday (no classes)<br><input type="triangle"/> = staff meeting day (early dismissal)<br><input type="diamond"/> = day in lieu |
|-----------------------------|---------------|--|--|---------------------|-----------------------|--|
| <b>AUGUST</b>               | S M T W T F S | 1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30 31    | 29 Teacher Preparation Day<br>30 Teacher Preparation Day<br>31 Blue Prints   | 3                   | 0                     |  |
| <b>SEPTEMBER</b>            | S M T W T F S | 1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30    | 3 Labour Day<br>4 First Day of Classes<br>21 PD/Staff Meeting Day  | 19                  | 18                    |  |
| <b>OCTOBER</b>              | S M T W T F S | 1 2 3 4 5 6<br>7 8 9 10 11 12 13<br>14 15 16 17 18 19 20<br>21 22 23 24 25 26 27<br>28 29 30 31    | 8 Thanksgiving Day<br>9 ATA Institute Day<br>19 Staff Meeting Day (early dismissal)  | 22                  | 21                    |  |
| <b>NOVEMBER</b>             | S M T W T F S | 1 2 3<br>4 5 6 7 8 9 10<br>11 12 13 14 15 16 17<br>18 19 20 21 22 23 24<br>25 26 27 28 29 30       | 9 PD/Staff Meeting Day<br>11 Remembrance Day<br>12 Non-Operational (No school Staff or Students)<br>23 P/T Interviews - Day in Lieu                        | 21                  | 20                    |  |
| <b>DECEMBER</b>             | S M T W T F S | 1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30 31 | 7 PD/Staff Meeting Day<br>24-31 Christmas Vacation   | 15                  | 14                    |  |
| <b>JANUARY</b>              | S M T W T F S | 1 2 3 4 5<br>6 7 8 9 10 11 12<br>13 14 15 16 17 18 19<br>20 21 22 23 24 25 26<br>27 28 29 30 31    | 1-4 Christmas Vacation<br>25 PD/Staff Meeting Day<br>31 First Day of Second Semester   | 19                  | 18                    | First DIP: Jan 11<br>Last DIP: Jan 30<br><br>High School Semester 1: 90 days   |
| <b>FEBRUARY</b>             | S M T W T F S | 1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28             | 7-8 Teachers' Convention<br>18 Family Day<br>22 Staff Meeting Day (early dismissal)  | 19                  | 17                    |  |
| <b>MARCH</b>                | S M T W T F S | 1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28 29 30<br>31 | 8 PD/Staff Meeting Day<br>22 P/T Interviews - Day in Lieu<br>25-29 Spring Break  | 16                  | 14                    |  |
| <b>APRIL</b>                | S M T W T F S | 1 2 3 4 5 6<br>7 8 9 10 11 12 13<br>14 15 16 17 18 19 20<br>21 22 23 24 25 26 27<br>28 29 30       | 19 Good Friday<br>22 Easter Monday<br>26 PD/Staff Meeting Day  | 20                  | 19                    |  |
| <b>MAY</b>                  | S M T W T F S | 1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30 31    | 17 PD/Staff Meeting Day<br>20 Victoria Day   | 22                  | 21                    |  |
| <b>JUNE</b>                 | S M T W T F S | 1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30    | 7 PD/Staff Meeting Day<br>27 Last Day of School (0.5 - a.m.)<br>27 Preparation Day (0.5 - p.m.)<br>28 Mass (0.5 - a.m.)<br>28 Preparation Day (0.5 - p.m.) | 20                  | 18                    | First DIP: June 11<br>Last DIP: June 27<br>Last PAT: June 27<br><br>High School Semester 2: 90 days  |
| <b>TOTAL SCHEDULED DAYS</b> |               |  |  | <b>196</b>          | <b>180</b>            |  |

# Greater St. Albert Catholic Schools 2018-19 District Calendar

Revised for Board  
Approval

|                             | Date  | Details   | Operational Days | Instructional Days | NOTES  |   |
|-----------------------------|---|---|------------------|--------------------|--|---|
| <b>AUGUST</b>               | S M T W T F S<br>1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30 31    | 29 Teacher Preparation Day<br>30 Teacher Preparation Day<br>31 Blue Prints  | 3                | 0                  | <b>NOTES</b><br><input type="checkbox"/> = operational day (no students)<br><input type="circle"/> = holiday (no classes)<br><input type="triangle"/> = staff meeting day (early dismissal)<br><input type="diamond"/> = day in lieu |   |
| <b>SEPTEMBER</b>            | S M T W T F S<br>1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30    | 3 Labour Day<br>4 <b>First Day of Classes</b><br>21 PD/Staff Meeting Day  | 19               | 18                 |  |   |
| <b>OCTOBER</b>              | S M T W T F S<br>1 2 3 4 5 6<br>7 8 9 10 11 12 13<br>14 15 16 17 18 19 20<br>21 22 23 24 25 26 27<br>28 29 30 31    | 8 Thanksgiving Day<br>9 ATA Institute Day<br>19 Staff Meeting Day (early dismissal)   | 22               | 21                 |  |   |
| <b>NOVEMBER</b>             | S M T W T F S<br>1 2 3<br>4 5 6 7 8 9 10<br>11 12 13 14 15 16 17<br>18 19 20 21 22 23 24<br>25 26 27 28 29 30       | 9 PD/Staff Meeting Day<br>11 Remembrance Day<br>12 Non-Operational (No school Staff or Students)<br>23 P/T Interviews - Day in Lieu                               | 21               | 19                 |  |   |
| <b>DECEMBER</b>             | S M T W T F S<br>1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30 31 | 7 PD/Staff Meeting Day<br>24-31 Christmas Vacation  | 15               | 14                 |  |   |
| <b>JANUARY</b>              | S M T W T F S<br>1 2 3 4 5<br>6 7 8 9 10 11 12<br>13 14 15 16 17 18 19<br>20 21 22 23 24 25 26<br>27 28 29 30 31    | 1-4 Christmas Vacation<br>25 PD/Staff Meeting Day<br>31 <b>First Day of Second Semester</b>   | 19               | 18                 |  | First DIP: Jan 11<br>Last DIP: Jan 30<br><br>High School Semester 1: 89 days                        |
| <b>FEBRUARY</b>             | S M T W T F S<br>1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28             | 7-8 Teachers' Convention<br>18 Family Day<br>22 Staff Meeting Day (early dismissal)   | 19               | 17                 |  |   |
| <b>MARCH</b>                | S M T W T F S<br>1 2<br>3 4 5 6 7 8 9<br>10 11 12 13 14 15 16<br>17 18 19 20 21 22 23<br>24 25 26 27 28 29 30<br>31 | 8 PD/Staff Meeting Day<br>22 P/T Interviews - Day in Lieu<br>25-29 Spring Break   | 16               | 14                 |  |   |
| <b>APRIL</b>                | S M T W T F S<br>1 2 3 4 5 6<br>7 8 9 10 11 12 13<br>14 15 16 17 18 19 20<br>21 22 23 24 25 26 27<br>28 29 30       | 19 Good Friday<br>22 Easter Monday<br>26 PD/Staff Meeting Day   | 20               | 19                 |  |   |
| <b>MAY</b>                  | S M T W T F S<br>1 2 3 4<br>5 6 7 8 9 10 11<br>12 13 14 15 16 17 18<br>19 20 21 22 23 24 25<br>26 27 28 29 30 31    | 17 PD/Staff Meeting Day<br>20 Victoria Day  | 22               | 21                 |  |   |
| <b>JUNE</b>                 | S M T W T F S<br>1<br>2 3 4 5 6 7 8<br>9 10 11 12 13 14 15<br>16 17 18 19 20 21 22<br>23 24 25 26 27 28 29<br>30    | 7 PD/Staff Meeting Day<br>27 <b>Last Day of School (0.5 - a.m.)</b><br>27 Preparation Day (0.5 - p.m.)<br>28 Mass (0.5 - a.m.)<br>28 Preparation Day (0.5 - p.m.) | 20               | 18                 |  | First DIP: June 11<br>Last DIP: June 27<br>Last PAT: June 27<br><br>High School Semester 2: 90 days |
| <b>TOTAL SCHEDULED DAYS</b> |   |   | <b>196</b>       | <b>179</b>         |  |   |



**Greater St. Albert  
Catholic Schools**  
Faith in Our Students

**For more information contact:**  
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# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 13.5

### 2018 Edwin Parr Teacher Award Nomination

#### **PRESENTER:**

Steve Bayus, assistant superintendent

#### **BACKGROUND:**

Edwin Parr homesteaded in the Meanook area near Athabasca in 1920. Prior to 1925 he began his long career in educational affairs as a member of the board with the George Lake School District. He served as chair of the board with the Athabasca School Division and was on the council of the County of Athabasca from its formation in 1959 until his death in January 1963. Edwin Parr was president of the Alberta School Trustees' Association from 1956 to 1962. Ed Parr, as he was known to all, instituted an "Annual Teacher Award" in his school system. Each year a member of the teaching staff was chosen to receive a gold watch and an appropriate certificate for long and meritorious service.

In searching for a way in which his memory might be perpetuated and to honor the profession he so dearly respected, the Alberta School Trustees' Association established the Edwin Parr Teacher Award in 1964.

This award is for an outstanding first year K-12 teacher. Each school division can nominate one teacher. Each Zone recognizes their winner at a zone function prior to the ASBA Fall General Meeting (FGM). The Edwin Parr Teacher Award winners will be recognized at the ASBA Fall General Meeting in November.

#### **RECOMMENDATION:**

**THAT** the Board of Trustees endorse the nomination of \_\_\_\_\_ from \_\_\_\_\_ as the District's nominee for the 2018 Edwin Parr Teacher Award.



# BOARD OF TRUSTEES REGULAR MEETING

MARCH 19, 2018

## ATTACHMENT FOR AGENDA ITEM 15.2

---

### Report from the Superintendent

#### **BACKGROUND:**

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees receive the superintendent's report as information.



**Superintendent's Information Report to the Board  
Greater St. Albert Roman Catholic Separate School District No. 734  
March 19, 2018**

**\*Educational Leadership – Student Welfare**

***Field Trip Activity Report***

Assistant Superintendent, Steve Bayus, will provide an update on field trip activity in the District. (Attached)

**Fiscal Responsibility**

***Quarterly Financial Report***

Secretary-Treasurer, Deb Schlag, will provide a quarterly financial statement report for the second quarter. (Attached)

***RFP Transportation Tender Update***

Secretary-Treasurer, Deb Schlag, will provide an update on the Transportation Tender Timeline and Approvals. (Attached)

Recommendation: That the Board receives this report as information.

\*This report has been organized according to the categories of responsibilities for the superintendent (outlined in Policy 12), as they would apply to the timing of the report.



Greater St. Albert  
Catholic Schools

Greater St. Albert Roman Catholic Separate School District No. 734

6 St. Vital Avenue, St. Albert, AB T8N 1K2

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www.gsacrd.ab.ca

DATE: March 12, 2018

TO: David Keohane  
Superintendent of Schools

FROM: Steve Byus  
Assistant Superintendent of Human Resource Services

RE: Out-of-Province Field Trip Report for 2017/2018

---

Please find attached, the current Out-of-Province Field Trip Report for the 2017/2018 school year. Eight (8) field trip requests have been submitted in total with four (4) being received since June 30, 2017. In total one field trip has been canceled for the 2017/2018 school year.

The report details the stage of the approval process as of March 12, 2018.

Respectfully,

Steve Bayus  
Assistant Superintendent,  
Human Resource Services

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# GREATER ST. ALBERT CATHOLIC SCHOOLS

## Out-of-Province Field Trip Committee Report

In fulfillment of Administrative Procedure 260 – Field Trips and Excursions, the District Out-of-Province Field Trip Committee provides the following report of approved field trips that have met the requirements of Administrative Procedures 260 – Field Trips and Excursions:

Date: December 8, 2017

| School | Trip   | Dates               | Approved in Principle | Approved in Full | Grade(s) | Comments   |
|--------|--|---------------------|-----------------------|------------------|----------|--|
| ESSMY  | Costa Rica                                       | October 2-11 2017   | ✓                     | ✓                | 10-12    | ESSMY students will journey to Costa Rica to learn about and contribute to the humanitarian work being done in San Jose, in particular at orphanages. All orphanages and day care facilities in Costa Rica are supervised by the PANI, a government institution that supervises childcare in community groups. As such they often struggle just to meet their basic operating costs and the repair maintenance of their facilities are frequently re-prioritized. Over time, these centres can find themselves in need of considerable repair. This trip is considered a Mission Trip whose primary goal is to help students further develop their relationship with God, with self and with others. |
| SACHS  | Chicago, Illinois                                | October 5 – 10 2017 | ✓                     | ✓                | 10-12    | This trip and tour of Chicago has a dynamic connection to the Fine Arts programming at St. Albert Catholic High, encompassing both of the International Baccalaureate Arts programs available; Theatre and Visual Arts. We expect our Art students to also complete a CTS module in Art History. Students will be able to participate in Chicago Bulls and Chicago Blackhawks games as well as the Second City performance and Potted Potter: the Unauthorized Harry Experience.   |
| ESSMY  | Toronto, Niagara Falls, Ottawa, Montreal, Quebec | November 9-15, 2017 | ✓                     | ✓                | 8-9      | This seven day tour is a mix of interactive, sightseeing and historical activities. We will start our trip by visiting 2 locations in Toronto. We will then move on to Niagara Falls to  |

District Out-of-Province Field Trip Committee:

Steve Bayus, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

December 2017



## GREATER ST. ALBERT CATHOLIC SCHOOLS

### Out-of-Province Field Trip Committee Report

| School       | Trip   | Dates                          | Approved in Principle | Approved in Full | Grade(s) | Comments  |
|--------------|--|--------------------------------|-----------------------|------------------|----------|---|
|              |  |                                |                       |                  |          | visit its historical sites and famous falls. Our visit will take us to Ottawa to visit museums and historical establishments Diefenbunker, the Supreme Court and the Parliament. We will also take part of the Remembrance Day ceremony at Parliament Hill. We will travel to Montreal to visit two locations. Our trip will finally take us to Quebec City to visit the fortified city, Place Royal, interactive theatrical presentation and a visit at a Sugar Shack. |
| <b>MCHS</b>  | The Balkins (Bosnia, Croatia, Montenegro, Albania, Greece) | March 22, 2018 - April 7, 2018 | ✓                     | ✓                | 10-12    | This field trip serves the three sister graces of international travel: imagination, memory and hope. The purpose is to explore the culture, history and spiritual ethos of The Balkins. Moreover, mindful awareness of other cultures serves our curriculum mandates of developing empathy and fostering altruistic values. Between the planning and the reflection lives bounty of human growth.  |
| <b>ESSMY</b> | Sea of Cortez, Mexico                                      | April 22 – 29, 2018            | ✓                     | Cancelled        | 10-12    | An 8-day marine biology study in the Sea of Cortez, which is a UNESCO World Heritage site, aboard a 110-foot steel hull ship, the MV Adventure. Students will explore coral reefs, tidal pools, a primitive fishing island and shorelines, observing how animal and plant life coexist in a unique habitat. Its island have been called a natural laboratory for the investigation of speciation.   |
| <b>MCHS</b>  | Okanagan B.C   | May 9, 2018- May 12, 2018      | ✓                     |                  | 9-12     | This field trip serves the music band program at MCHS through public performances, music clinic and team building   |
| <b>GHP</b>   | Nova Scotia, New Brunswick, PEI                            | May 31, 2018 - June 6, 2018    | ✓                     |                  | 8        | City tours of Halifax, Charlottetown, Moncton and various locations in Cape Breton. Guided tours of educational opportunities including but not limited to: museums, art galleries, attractions and historical sites. The opportunity to  |

District Out-of-Province Field Trip Committee:

Steve Bayus, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

December 2017



# GREATER ST. ALBERT CATHOLIC SCHOOLS

## Out-of-Province Field Trip Committee Report

| School       | Trip                           | Dates           | Approved in Principle | Approved in Full | Grade(s) | Comments  |
|--------------|--------------------------------|-----------------|-----------------------|------------------|----------|---|
|              |                                |                 |                       |                  |          | enjoy both English and French/Acadian cultures, cuisines and faith activities.  |
| <b>Legal</b> | Toronto, Niagara Falls, Ottawa | May 17-22, 2018 | ✓                     | ✓                | 8-9      | Students will experience two of Canada's rich cultural cities: Toronto and Ottawa as well as Niagara Falls. Places of exploration include: the CN Tower Roger's Centre, Hockey Hall of Fame, Kensington Market, Lake Ontario, Niagara on the Lake, Niagara Falls, Hornblower, Byward Market, Rideau Canal, Parliament Buildings, and Supreme Court. |

District Out-of-Province Field Trip Committee:

Steve Bayus, Assistant Superintendent of HR and Leadership Services

Rhonda Nixon, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer



**To:** David Keohane, superintendent of schools

**From:** Deb Schlag, secretary-treasurer

**Date:** March 12, 2018

**Re:** 2017-2018 Quarter 2 Financial Report to February 28, 2018

---

The attached Quarter 2 Financial Report to **February 28, 2018** includes actual Revenues and Expenditures recorded to **February 28, 2018**, as well as a reasonable forecast to August 31, 2018.

This report is presented in the same format as the Budget and Financial Statements for easy comparison and analysis. Although the actual expenditures at August 31, 2018 will be compared to the Original Approved Budget as per accounting guidelines provided by AB Education, the Fall Revised Budget provides a much better comparison to actual. The Fall Revised Budget reflects updated enrolment as of September 30, 2017, where the original budget only had estimates.

The majority of transportation fees are collected in September & October, by which time most parents pay in full, however the outstanding fees are 28% of the total budgeted in the Fall Budget update. This situation is likely due to late approval of school fees and transportation fees and the increased use of installments through the online payment system (in use for the 3<sup>rd</sup> year). Transportation had planned for a **deficit of (\$303,644)** and is now **projecting an overall deficit for the year-end of (\$248,282)** which is hoped to further decrease by year-end.

When Property Tax Revenue increases, an equal portion of Alberta Education Revenue decreases to offset the change, as the per-student funding remains constant.

Most line items are tracking as expected and Expenditures are in line with the Fall Budget, keeping in mind respective Revenues. Government contributions to ATRF are off just over \$400,000, however that item is both an expense and a revenue, creating an in/out situation. As of the Quarter 2 Report, the District currently has an overall **projected deficit of (\$524,487)** for the year-ending August 31, 2018 (compared to the **planned deficit of (\$674,454)** in the Fall Budget Update and **(\$490,162)** in the Original June 2017 Budget. The remaining 6 months of projections are in alignment with the budget and the Quarter 3 report, as of May 31, 2018 (to be reviewed by the end of June), will be more informative as three quarters of the year's actual expenditures will have been reported and the forecast will be limited to the final three months of the year.

Adjustments for capital purchases as well as the changes to capitalization in IMR and the related reductions to the administration envelope are accounted for at the end of the year, which may adjust the projections used in both Quarters 2 and 3. CEU Revenue is unable to be confirmed until after August 31<sup>st</sup>, 2018, as it is dependent on Term 4 Summer School registrations and completed courses through St. Gabriel Outreach.





**2017-2018 STATEMENT OF REVENUES AND EXPENSES**  
**Actual Results to Budget Comparisons**  
**for the Quarter Ending February 28, 2018**

|  | Fall                |              | Original            |              | Actuals to           | Forecasted Amounts for | Projected Total @   | Total to Budget    | % to          | Actuals for         | Actuals for         | Actuals for         |
|--|---------------------|--------------|---------------------|--------------|----------------------|------------------------|---------------------|--------------------|---------------|---------------------|---------------------|---------------------|
|  | Revised Budget      | Actuals % to | Approved Budget     | Actuals % to |                      |                        |                     |                    |               |                     |                     |                     |
|  | 2017-2018           | Fall Budget  | 2017-2018           | Org. Budget  |                      |                        |                     |                    |               |                     |                     |                     |
|  |                     |              |                     |              | Feb 2018             | Mar to Aug             | Aug 31, 2018        | Variance           | Budget        | 2016-2017           | 2015-2016           | 2014/2015           |
| <b>REVENUES</b>                                      |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |
| Government of Alberta                                | \$51,820,118        | 51.4%        | \$51,291,724        | 52.0%        | \$26,653,338         | \$25,105,535           | \$51,758,873        | (\$61,245)         | 99.88%        | \$52,229,276        | \$52,563,071        | \$51,558,420        |
| Government contributions to ATRF                     | \$4,000,000         | 36.6%        | \$4,000,000         | 36.6%        | \$1,463,148          | \$2,100,000            | \$3,563,148         | (\$436,852)        | 89.08%        | \$3,427,728         | \$3,787,996         | \$3,582,024         |
| Federal Government and/or First Nations              | \$95,662            | 50.0%        | \$135,868           | 35.2%        | \$47,832             | \$47,832               | \$95,664            | \$2                | 100.00%       | \$159,558           | \$170,802           | \$130,509           |
| Other Alberta school authorities                     | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$3,340             | \$0                 |
| Out of province authorities                          | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$0                 | \$0                 |
| Property Taxes                                       | \$8,115,000         | 33.1%        | \$8,115,000         | 33.1%        | \$2,685,457          | \$5,418,949            | \$8,104,406         | (\$10,594)         | 99.87%        | \$8,115,224         | \$8,020,225         | \$7,810,316         |
| Instruction resource fees                            | \$1,741,235         | 47.6%        | \$2,411,706         | 34.4%        | \$828,717            | \$967,483              | \$1,796,200         | \$54,965           | 103.16%       | \$2,068,670         | \$2,516,053         | \$2,931,321         |
| Transportation fees                                  | \$230,000           | 71.9%        | \$229,770           | 72.0%        | \$165,320            | \$1,200                | \$166,520           | (\$63,480)         | 72.40%        | \$585,932           | \$658,826           | \$599,909           |
| Other sales and services                             | \$1,101,908         | 8.4%         | \$868,108           | 10.7%        | \$92,814             | \$1,070,620            | \$1,163,434         | \$61,526           | 105.58%       | \$73,897            | \$179,061           | \$103,787           |
| Investment income                                    | \$59,500            | 70.4%        | \$59,500            | 70.4%        | \$41,908             | \$40,481               | \$82,389            | \$22,889           | 138.47%       | \$58,067            | \$55,964            | \$65,230            |
| Gifts and donations                                  | \$60,000            | 10.7%        | \$60,000            | 10.7%        | \$6,417              | \$56,763               | \$63,180            | \$3,180            | 105.30%       | \$152,002           | \$150,467           | \$216,626           |
| Fundraising  | \$260,000           | 1.0%         | \$265,000           | 1.0%         | \$2,670              | \$276,809              | \$279,479           | \$19,479           | 107.49%       | \$257,619           | \$276,651           | \$316,584           |
| Rentals of facilities                                | \$240,600           | 95.5%        | \$229,144           | 100.3%       | \$229,728            | \$15,000               | \$244,728           | \$4,128            | 101.72%       | \$251,162           | \$231,236           | \$184,745           |
| Gains on disposal of capital assets                  | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$8,500             | \$2,400             |
| Amortization of capital allocations                  | \$1,562,620         | 50.0%        | \$1,562,620         | 50.0%        | \$781,312            | \$781,308              | \$1,562,620         | \$0                | 100.00%       | \$1,587,508         |                     | \$1,594,956         |
| Other revenue  | \$244,803           | 60.2%        | \$80,000            | 184.3%       | \$147,458            | \$169,398              | \$316,856           | \$72,053           | 129.43%       | \$1,403,641         | \$1,746,713         | \$1,453,406         |
| <b>TOTAL REVENUES</b>                                | <b>\$69,531,446</b> | <b>47.7%</b> | <b>\$69,308,440</b> | <b>47.8%</b> | <b>\$33,146,119</b>  | <b>\$36,051,378</b>    | <b>\$69,197,497</b> | <b>(\$333,949)</b> | <b>99.52%</b> | <b>\$70,370,284</b> | <b>\$70,368,905</b> | <b>\$70,550,233</b> |
| <b>EXPENSES</b>                                      |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |
| Certificated salaries                                | \$32,570,594        | 49.4%        | \$32,558,396        | 49.4%        | \$16,093,718         | \$16,442,072           | \$32,535,790        | \$34,804           | 99.89%        | \$32,372,912        | \$32,543,951        | \$31,875,970        |
| Certificated benefits                                | \$3,710,385         | 42.2%        | \$3,718,397         | 42.1%        | \$1,564,630          | \$2,007,272            | \$3,571,902         | \$138,483          | 96.27%        | \$3,869,134         | \$3,858,563         | \$3,926,996         |
| Government contributions to ATRF                     | \$4,000,000         | 36.6%        | \$4,000,000         | 36.6%        | \$1,463,148          | \$2,137,068            | \$3,600,216         | \$399,784          | 90.01%        | \$3,427,728         | \$3,427,728         | \$3,582,024         |
| Non-certificated salaries and wages                  | \$9,885,053         | 54.8%        | \$9,748,783         | 55.6%        | \$5,416,466          | \$4,362,096            | \$9,778,562         | \$106,491          | 98.92%        | \$9,767,357         | \$9,774,192         | \$9,948,863         |
| Non-certificated benefits                            | \$2,718,389         | 48.4%        | \$2,680,915         | 49.0%        | \$1,314,780          | \$1,116,801            | \$2,431,581         | \$286,808          | 89.45%        | \$2,611,490         | \$2,679,969         | \$2,692,788         |
| Services, contracts and supplies                     | \$15,220,222        | 50.5%        | \$15,007,071        | 51.2%        | \$7,688,982          | \$9,301,955            | \$16,990,937        | (\$1,770,715)      | 111.63%       | \$16,027,974        | \$15,387,959        | \$16,018,059        |
| Capital and debt services                            |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |
| Amortization of capital assets                       |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |
| supported  | \$1,562,620         | 50.0%        | \$1,562,620         | 50.0%        | \$781,312            | \$5,220                | \$786,532           | \$776,088          | 50.33%        | \$1,587,508         | \$1,622,329         | \$1,594,953         |
| unsupported  | \$494,070           | 47.8%        | \$477,853           | 49.5%        | \$236,392            | \$0                    | \$236,392           | \$257,678          | 47.85%        | \$495,672           | \$441,832           | \$0                 |
| Interest on capital debt                             |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |
| supported  | \$44,567            | 1.4%         | \$44,567            | 1.4%         | \$630                | (\$219,107)            | (\$218,477)         | \$263,044          | -490.22%      | \$96,545            | \$162,262           | \$237,934           |
| unsupported  | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$0                 | \$0                 |
| Other interest charges                               | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$0                 | \$0                 |
| Board Approved Technology Expenditure                | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$0                 | \$0                 | \$0                 |
| Losses on disposal of capital assets                 | \$0                 | -            | \$0                 | -            | \$0                  | \$8,549                | \$8,549             | (\$8,549)          | -             | \$0                 | \$8,549             | \$0                 |
| Other Expense  | \$0                 | -            | \$0                 | -            | \$0                  | \$0                    | \$0                 | \$0                | -             | \$8,454             | \$0                 | \$0                 |
| <b>TOTAL EXPENSES</b>                                | <b>\$70,205,900</b> | <b>49.2%</b> | <b>\$69,798,602</b> | <b>49.5%</b> | <b>\$34,560,058</b>  | <b>\$35,161,926</b>    | <b>\$69,721,984</b> | <b>\$483,916</b>   | <b>99.31%</b> | <b>\$70,264,774</b> | <b>\$69,907,334</b> | <b>\$69,877,587</b> |
| <b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b> | <b>(\$674,454)</b>  |              | <b>(\$490,162)</b>  |              | <b>(\$1,413,939)</b> | <b>\$889,452</b>       | <b>(\$524,487)</b>  | <b>\$149,967</b>   |               | <b>\$105,510</b>    | <b>\$461,571</b>    | <b>\$672,646</b>    |
| % of year expended 3/12 (25.00%)                     |                     |              |                     |              |                      |                        |                     |                    |               |                     |                     |                     |



## 2017-2018 STATEMENT OF REVENUES AND EXPENSES (BY PROGRAM)

### Actual Results to Budget Comparisons for the Quarter Ending February 28, 2018



|  | Fall  |              | Original  |              | Actuals to Budget    |                        |                     |                    |               | Actuals for         |                     |                     |
|--|---|--------------|---|--------------|----------------------|------------------------|---------------------|--------------------|---------------|---------------------|---------------------|---------------------|
|  | Revised Budget  | Actuals % to | Approved Budget   | Actuals % to | Actuals to           | Forecasted Amounts for | Projected Total @   | Total to Budget    | % to          | Actuals for         | Actuals for         | Actuals for         |
|  | 2017-2018   | Fall Budget  | 2017-2018   | Org. Budget  | Feb 2018             | Mar to Aug             | Aug 31, 2018        | Variance           | Budget        | 2016-2017           | 2015-2016           | 2014/2015           |
| <b>REVENUES</b>                                      |   |              |   |              |                      |                        |                     |                    |               |                     |                     |                     |
| ECS - Grade 12 Instruction                           | \$55,357,032  | 50.5%        | \$55,381,830  | 50.5%        | \$27,957,547         | \$27,385,230           | \$55,342,777        | (\$14,255)         | 99.97%        | \$56,324,749        | \$56,480,617        | \$56,651,241        |
| Operations & Maintenance of Schools                  | \$8,258,499   | 41.2%        | \$8,419,532   | 40.4%        | \$3,404,286          | \$4,633,166            | \$8,037,452         | (\$221,047)        | 97.32%        | \$8,086,204         | \$7,935,096         | \$8,163,148         |
| Transportation                                       | \$2,765,542   | 53.2%        | \$2,372,258   | 62.1%        | \$1,472,392          | \$1,206,538            | \$2,678,930         | (\$86,612)         | 96.87%        | \$2,683,310         | \$2,784,942         | \$2,801,993         |
| Board & System Administration                        | \$2,520,779   | 2.2%         | \$2,512,750   | 2.2%         | \$54,477             | \$2,557,817            | \$2,612,294         | \$91,515           | 103.63%       | \$2,707,171         | \$2,670,759         | \$2,441,593         |
| External Services                                    | \$629,594   | 40.9%        | \$622,070   | 41.4%        | \$257,412            | \$268,636              | \$526,048           | (\$103,546)        | 83.55%        | \$568,850           | \$497,491           | \$492,258           |
| <b>TOTAL REVENUES</b>                                | <b>\$69,531,446</b>   | <b>47.7%</b> | <b>\$69,308,440</b>   | <b>47.8%</b> | <b>\$33,146,114</b>  | <b>\$36,051,387</b>    | <b>\$69,197,501</b> | <b>(\$333,945)</b> | <b>99.52%</b> | <b>\$70,370,284</b> | <b>\$70,368,905</b> | <b>\$70,550,233</b> |
| <b>EXPENSES</b>                                      |   |              |   |              |                      |                        |                     |                    |               |                     |                     |                     |
| ECS - Grade 12 Instruction                           | \$55,727,842  | 49.4%        | \$55,568,348  | 49.6%        | \$27,553,913         | \$28,832,871           | \$56,386,784        | (\$658,942)        | 101.18%       | \$56,337,664        | \$56,425,845        | \$56,719,052        |
| Operations & Maintenance of Schools                  | \$8,258,499   | 44.3%        | \$8,419,532   | 43.4%        | \$3,657,315          | \$3,793,136            | \$7,450,451         | \$808,048          | 90.22%        | \$8,099,649         | \$7,696,667         | \$7,918,921         |
| Transportation                                       | \$3,069,186   | 53.3%        | \$2,675,902   | 61.1%        | \$1,635,147          | \$1,292,065            | \$2,927,212         | \$141,974          | 95.37%        | \$2,869,110         | \$2,879,236         | \$2,896,682         |
| Board & System Administration                        | \$2,520,779   | 57.6%        | \$2,512,750   | 57.8%        | \$1,451,519          | \$956,847              | \$2,408,366         | \$112,413          | 95.54%        | \$2,389,505         | \$2,408,101         | \$2,285,566         |
| External Services                                    | \$629,594   | 41.6%        | \$622,070   | 42.1%        | \$262,164            | \$287,009              | \$549,173           | \$80,421           | 87.23%        | \$568,846           | \$497,485           | \$492,117           |
| <b>TOTAL EXPENSES</b>                                | <b>\$70,205,900</b>   | <b>49.2%</b> | <b>\$69,798,602</b>   | <b>49.5%</b> | <b>\$34,560,058</b>  | <b>\$35,161,928</b>    | <b>\$69,721,986</b> | <b>\$483,914</b>   | <b>99.31%</b> | <b>\$70,264,774</b> | <b>\$69,907,334</b> | <b>\$70,312,338</b> |
| <b>Net Position</b>                                  |   |              |   |              |                      |                        |                     |                    |               |                     |                     |                     |
| ECS - Grade 12 Instruction                           | (\$370,810)   |              | (\$186,518)   |              | \$403,634            | (\$1,447,641)          | (\$1,044,007)       | (\$673,197)        |               | (\$12,915)          | \$54,772            | (\$67,811)          |
| Operations & Maintenance of Schools                  | \$0   |              | \$0   |              | (\$253,029)          | \$840,030              | \$587,001           | \$587,001          |               | (\$13,445)          | \$238,429           | \$244,227           |
| Transportation                                       | (\$303,644)   |              | (\$303,644)   |              | (\$162,755)          | (\$85,527)             | (\$248,282)         | \$55,362           |               | (\$185,800)         | (\$94,294)          | (\$94,689)          |
| Board & System Administration                        | \$0   |              | \$0   |              | (\$1,397,042)        | \$1,600,970            | \$203,928           | \$203,928          |               | \$317,666           | \$262,658           | \$156,027           |
| External Services                                    | \$0   |              | \$0   |              | (\$4,752)            | (\$18,373)             | (\$23,125)          | (\$23,125)         |               | \$4                 | \$6                 | \$141               |
| <b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b> | <b>(\$674,454)</b>  |              | <b>(\$490,162)</b>  |              | <b>(\$1,413,944)</b> | <b>\$889,459</b>       | <b>(\$524,485)</b>  | <b>\$149,969</b>   |               | <b>\$105,510</b>    | <b>\$461,571</b>    | <b>\$237,895</b>    |
|  | \$30,000 Dual Credit (from reserves)<br>\$110,196 Instruction Support (timing difference)<br>\$105,614 IB/LTTA Support<br>\$125,000 School Start-up & |              | \$30,000 Dual Credit (from reserves)<br>\$100,000 IB/LTTA Support<br>\$31,518 Instruction Support (General)<br>\$25,000 School Start-up & |              |                      |                        |                     |                    |               |                     |                     |                     |



# Memorandum

**To:** David Keohane, superintendent  
**From:** Deb Schlag, secretary-treasurer  
**Date:** March 8, 2018  
**Re:** Update on Transportation Tender Timeline & Subsequent Approvals

**Issue:**

The original timeline created for the Transportation Tender Process would have seen the approval of the Maximum Daily Rates placed on the Agenda for consideration by the Board at the March 19<sup>th</sup>, 2018 Regular Meeting. Since the release date for the Provincial Budget is now expected on March 22, 2018, it would be prudent to understand and consider any budget implications to transportation funding PRIOR to bringing information to the Board for approval. As such, please refer to the revised timeline below:

*Greater St. Albert Catholic Schools  
 Transportation Services Tender Timeline*

| ACTION   | DATE                        |
|--|-----------------------------|
| RFP Approval by Board of Trustees                              | January 29, 2018            |
| RFP Posted to GSACRD website & APC:                            | January 31, 2018            |
| Letters to all Current Contractors advising of RFP Opportunity | January 31, 2018            |
| RFP Closing Date   | February 23, 2018 - Noon    |
| Evaluation of Proposals  | February 28 – March 2, 2018 |



Greater St. Albert  
Catholic Schools

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| ACTION  | DATE   |
|---|--|
| Recommendation to Board of Trustees                       | <del>March 19, 2018</del> <b>April 23, 2018</b>                        |
| Appointment of Contractors by:                            | <del>March 23, 2018</del> <b>April 27, 2018</b>                        |
| 2018-19 Transportation Q & A, and Fees Preview for Board: | <del>April 9, 2018</del> <b>May 14, 2018</b><br>Committee of the Whole |
| 2018-19 Transportation Fees for Board Approval:           | <del>April 23, 2018</del> <b>May 28, 2018</b>                          |
| Updated Forms available on Website:                       | April 3, 2018 <b>remains as stated</b>                                 |

This has been communicated to each and every bidder, through an email message sent on March 8, 2018, as follows:

Thank you for submitting a Transportation Proposal to Greater St. Albert Catholic Schools for the next three years, 2018-2021. In keeping with the established timeline, we have evaluated all proposals and were set to bring to the Board Daily Maximum Rates for approval on March 19th, however we have recently learned that the Provincial Budget is expected to be tabled in the Alberta Legislature on March 22, 2018.

In the event transportation funding is impacted by the Budget, we may have to re-evaluate all proposals received. As such, we are modifying the established timeline as follows:

***Greater St. Albert Catholic Schools***  
***Transportation Services Tender Timeline***

As a result of this revision, we wanted to keep you informed of our process and updated timeline. You should expect further contact during the week of April 23, 2018. We appreciate your proposal and your patience.



# BOARD OF TRUSTEES REGULAR MEETING

FEBRUARY 26, 2018

## ATTACHMENT FOR AGENDA ITEM 16

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### Board Commitments

#### **BACKGROUND:**

The [Board Commitments](#) can be found on the GSACRD Website under the [Advocacy and Commitments](#) section for the Board of Trustees.

Trustees can review their most up to date schedule of the [Board Commitments](#) in the Board of Trustee shared folder.

Please see attached.

#### **RECOMMENDATION:**

THAT the Board of Trustees approve the Board Commitments as presented and updated at this meeting.

## Greater St. Albert Catholic Schools Board Commitments 2017-2018

| Month        | Date              | Event   | Location Time   | Attending   |
|--------------|-------------------|---|---|---|
| <b>MARCH</b> |                   |   |   |   |
|              | March 4-6, 2018   | Alberta Rural Education Symposium (ARES)  | Fantasy Land Hotel  |   |
|              | March 7, 2018     | St. Kateri Tekakwith Phase 2 Open House   | MCCC (1:00 pm - 7:00 pm)  | 1:00 pm Shift: Shaw, Crockett, Tremblay, Radford<br>4:00 pm Shift: Becigneul, Proulx, Schell?             |
|              | March 7, 2018     | Chief Littlechild   | Star of the North (7 pm)  | Crockett  |
|              | March 14, 2018    | SAM Celebration   | Location TBD (3:30 pm - 4:30 pm)                                      | Keohane, Nixon, Schell, Crockett, Becigneul, Tremblay   |
|              | March 15, 2018    | Zone Advocacy Meeting   | Royal Glenora Club (5:30 pm - 7:30 pm)                                | Becigneul, Radford  |
|              | March 16-18, 2018 | Religious Education Congress  | Anaheim, CA   | Shaw  |
| <b>APRIL</b> |                   |   |   |   |
|              | April 7, 2018     | Knight of Columbus - Holy Family Parish Dinner  | Holy Family Parish  | Keohane, Shaw, Becigneul  |
|              | April 7-9, 2018   | NSBA Annual Conference  | San Antonio   |   |
|              | April 11, 2018    | ATA Liaison Meeting   | District Office (7:00 pm)   |   |
|              | April 14, 2018    | Mayor's Prayer Breakfast  | Red Willow Place (Tache St) (8:00 am)                                 |   |
|              | April 14, 2018    | Alberta Knights of Columbus Charitable Foundation<br>"Catch the Spirit Top Up Dinner" | Polish Hall Conference Centre (6:00 pm)                               | Becigneul   |
|              | April 20-21, 2018 | School Councils Conference & AGM  | Delta Edmonton South  |   |
|              | April 26-29, 2018 | SPICE Conference  | Delta Lodge, Kananaskis   | Becigneul   |
| <b>MAY</b>   |                   |   |   |   |
|              | May 1-4, 2018     | ACSTA Blueprints  | Delta Lodge, Kananaskis   | Keohane, Shaw   |
|              | May 4, 2018       | Friar's Ball  | Chateau Lacombe, Edmonton (Reception - 6:00 pm, Dinner - 7:00 pm)     | Keohane, Shaw, Becigneul  |
|              | May 7, 2018       | Council of Councils Meeting   | 7:00 PM   |   |
|              | May 11, 2018      | ESSMY Grad  | St. Albert Parish (1:00 pm)   | Lotoski   |
|              | May 11/12, 2018   | Board Planning Session  | Chateau Lacombe, Edmonton (Approx. May 11:12:00 pm - May 12: 5:00 pm) | Shaw, Radford, Schell, Tremblay, Crockett, Becigneul, Proulx, Keohane, Schlag, Nixon, Moroziuk, Bruineman |
|              | May 17, 2018      | SACHS Grad Mass   | St. Albert Parish (7:00 pm)   |   |
|              | May 18, 2018      | SACHS Grad  | Shaw Conference Centre (9:00 am)                                      |   |
|              | May 24, 2018      | Joint School Boards/City Meeting  | Progress Hall-Arden Theatre (5:30 - 8:30 pm)                          | Keohane, Schlag, Shaw, Tremblay, Radford, Schell, Crockett, Becigneul, Proulx                             |

# Greater St. Albert Catholic Schools Board Commitments 2017-2018

| Month       | Date           | Event               | Location Time                       | Attending |
|-------------|----------------|---------------------|-------------------------------------|-----------|
| <b>JUNE</b> |                |                     |                                     |           |
|             | June 4/5, 2018 | ASBA SGM            | Sheraton Red Deer                   |           |
|             | June 8, 2018   | St. Gabes Grad      | Location TBD (12:00)                |           |
|             | June 13, 2018  | ATA Liaison Meeting | District Office (7:00 pm)           |           |
|             | June 23, 2018  | MCHS Grad           | Winspear Centre (3:00 pm - 5:00 pm) |           |