

**SUMMARY OF THE BOARD ADVOCACY COMMITTEE MEETING OF  
GREATER ST. ALBERT RCSSD NO. 734  
MONDAY, JUNE 8, 2015**

**COMMITTEE MEMBERS PRESENT** Trustees Crockett, McEvoy, Proulx, and Radford

**COMMITTEE MEMBERS ABSENT** Trustees Caron and Shaw

**ADMINISTRATION PRESENT**

D Keohane, superintendent; D Schlag, secretary treasurer; D Quick, assistant superintendent

**CALL TO ORDER**

Trustee McEvoy called the meeting to order at 7:30 p.m. and Trustee Proulx offered the opening prayer.

**RECOGNITION CELEBRATION**

Trustees recognized and celebrated awards, nominations, and service of the following people:

- Donni Marano, recipient ASCA's Parent of Distinction Award. Michelle Mulder, Executive Director of ASCA was present to present the Award.
- Rachel Varani, teacher at NMR & Edwin Parr Nominee. Trustee Crockett provided congratulations on behalf of the Board.
- Tahani Mikhaiel, teacher at EMP & Excellence in Teaching Nominee. Since Ms. Mikhaiel was unable to attend, Trustee Radford will attend a school assembly scheduled for June 12 at 9:00 am to provide recognition on behalf of the Board.
- Brendan Kaup, former Trustee. Trustee Radford provided thanks, appreciation, and a small gift on behalf of the Board.

The Board recessed for 20 minutes to share refreshments with all present.

**DISTRICT SCHOOLS' LEGACY PROJECT UPDATE**

Assistant superintendent Quick provided Trustees with an overview and update on the 2 year project in partnership with the Canadian Catholic Organization for Development and Peace that the schools have chosen, as part of their Social Justice advocacy in alignment with the District's 150<sup>th</sup> Anniversary. This legacy project provides a commitment to prayer and hopes to raise \$200,000, over 2 years, to build a school in the Philippines to replace the one destroyed in the recent typhoon. Details are on the website and this project is not to be confused with the efforts of the newly formed Education Foundation, who are sponsoring the Silent Auction at the 150<sup>th</sup> Anniversary Gala on June 13<sup>th</sup>, 2015. All proceeds from that event will go toward enhancement of education for students within the District.

**BOARD MEETING CALENDAR INPUT FOR 2015-2016**

Trustees reviewed the proposed Board Meeting Calendar for 2015-16, which will be brought for approval to the Organizational Meeting on August 31, 2015. Trustees requested that additional 2:00 PM starts for meetings be added to the schedule and also that a Board Directed Committee of the Whole Meeting for the purposes of budget review be added. It was also discussed that the location for all meetings be designated as the District Office boardroom. One final discussion on input for the calendar will be available on June 15, 2015, at the Regular Board Meeting.

**GENERATIVE QUESTIONS REVIEW**

Superintendent Keohane provided Trustees with an update on Generative Questions that were submitted by School Councils across the District and a recommendation for questions to be addressed in the 2015-16 year. Trustees discussed the options and will approve the final determination as part of their Strategic Plan on June 29<sup>th</sup>, 2015.

**TRUSTEE COMMITTEE REPORTS**

- Trustees provided written reports (attached) for the following meetings attended:
  - St. Albert Business Liaison – May 13, 2015 (Crockett)
  - AB Catholic School Trustees' Assn – May 29-30, 2015 (McEvoy)
- Trustee Radford provided a verbal report on the ESSMY Grad and the Rotary Recreational Infrastructure Meeting she attended, which focused on the importance of regional collaboration.

**OTHER EVENT REPORTS** - None at this time

Trustee Proulx offered the closing prayer. The meeting was adjourned at 9:50 p.m.



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

# Committee Report Summary

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**Board Advocacy Committee Meeting Date:** June 8, 2015

**Submitted by Trustee:** Trustee McEvoy

**Committee/Event Name:** ACSTA

**Committee Meeting Date:** May 29/30, 2015 (9am – 4 pm Leduc)

## Summary of Agenda Items

Advocacy/Communications  
Advocacy/Communications Committee Report J. Acheson  
Catholic Education Development  
2015 SPICE/Blueprints Retreats D. Sarnecki  
2015 AGM & Convention D. Sarnecki  
Governance  
Finance Committee Report (attachment) (EL-03) S. Scarpino  
Auditor Appointment S. Scarpino  
CCSSA Report attached  
ACSTA Bylaw Review J. Tomkinson  
Executive Director Evaluation T. Sykora  
Annual Report—New format

## Highlights Relevant to GSACRD:

Dean gave a very positive report on the Spice/Blueprints Retreats. He noted that Archbishop Smyth stayed for the entire time. There were over 170 attendees. All in all, a very positive experience this year. Roy Petitfis from New Orleans will speak next year at Blueprints and Peter Tellimier will speak at Spice.

Bishop Henry spoke about the gender issues that are prevalent. He said the Bishops of Alberta will take the lead on developing a united approach and one voice on addressing GSAs in schools. With the input from all Catholic Boards, the committee hopes to develop a draft protocol that will be ready by September. This approach will be similar in scope to the Life Framework developed by the Alberta Bishops and superintendents, but aims to have a national Catholic alignment in communications about GSAs and their implementation in schools. The reason that it is being developed quickly is to avoid boards and bishops being blindsided by the different approaches being taken by other provinces. The Intent is to have a single national voice.

Serafino spoke to the Finance Committee's Report (a Conference call was held on May 12<sup>th</sup>) One suggestion was made to cancel the Directors' Retreat and subsidize some directors to attend Spice/Blueprints instead. There is a Reserve around 60% of the budget. There is a suggestion that some money (about \$75,000) should be moved out so that Reserve would be 40%, which is more in line with the auditor's recommendation. Discussion centered on what would be the best use of the reserve monies if moved out of the Reserve.

A motion went to the Directors that the \$75,000 be taken from Reserves for a one time reduction in fees by 10%. The motion passed after discussion by 12 to 11.

ACSTA is also seeking sponsorships for AGMs. This year Pearson Canada gave a one-time \$4000 donation for the banquet.

### **Further Action Recommended to the Board for Consideration**

Fall AGM in November.

Bishop Mark Hagerman will be the speaker at the November AGM. He will speak on the New Evangelization. The silent auction will again be hosted at the AGM. Last year it raised over \$6,000. This year Development and Peace and Toonies for Tuition will share the proceeds. Districts will again be asked to contribute an item for this auction.

By-law Review Recommendations:

The rationale for 4 instead of 5 board meetings a year, which would save about \$8,000 in travel expenses, was discussed. There were 8 recommendations received from boards suggesting amendments to the by-laws. They were discussed and some of the suggestions were taken as they were housekeeping descriptors. Others were dismissed and the final draft for approval before presentation at the AGM should be available by September.

### **2016 Proposed ACSTA Budget Considerations & Assumptions:**

#### **Background**

The Finance Committee met by conference call on May 12, 2015 to determine the budget considerations and assumptions, which will direct the preparation of the 2016 ACSTA operating budget.

The Finance Committee is pleased to present the following report and recommendations to the Board of Directors for their consideration.

#### **Budget Considerations**

A number of factors are taken into consideration when preparing the annual budget:

- Boards will be facing a fiscally uncertain year in 2015-2016;
- ACSTA strategic priorities as identified for 2015-2018 which includes the Advocacy and Communications Plan Initiatives
- Appropriate compensation and working conditions for staff;
- Appropriate expense reimbursement for trustees, volunteers and staff working on Association business; and
- The amount of funds in the unrestricted reserve.

#### **Budget Assumptions**

The following assumptions will be taken into consideration when preparing this year's budget:

- a. The budget will be balanced.
- b. Past experience and the annual consumer price index for Alberta at March 2014- March 2015 (1.2%)

will be used to estimate expenses. Expenses will be reviewed in detail to identify any potential savings.

c. No increase in per student assessment.

d. Reasonable increases in retreat and conference registration fees.

e. Interest revenue will be based on current rates (1.3 to 1.6%).

f. No new funds will be allocated for replacement of office equipment and furnishings.

g. Continue with the Transfer to Internally Restricted-Equipment Allocation to cover future technical equipment upgrades.

h. Annual lease rate is \$18/sq. ft. ACSTA entered into a five year lease agreement for the current location beginning June 1, 2015 to May 31, 20. Parking stalls are subject to market changes. Building operating costs and taxes will be projected based on actual \$14.68 (January 2015) per sq ft plus 3.0%.

i. Maintain current subscriptions.

j. Maintain current membership in CCSTA.

k. General Legal expenses will be based on an average of the previous three years expenses, unless an unexpected legal challenge comes forward.

l. Insurance is adequate and will be renewed at current levels.

m. Board of Directors' Meetings

n. The current mileage rate of .53/km will remain unchanged. The mileage rate approved by Canada Revenue Agency for 2015 is .55/km.

o. The per diem rate will remain at \$157 per day.

p. When estimating the travel, meal and accommodation expenses for the Zone 7 Representative will be assumed that the representative does not live in the greater Edmonton area.

q. There will be no proposed increase to the honorarium rates for the position of President (\$4,326) and Vice-President (\$2,163).

r. Staffing levels for 2015 will be determined by the work required to carry out the strategic, advocacy and communications plans. The present level of 3.50FTE will be reduced to 2.9FTE to reflect current staffing with .35FTE for contract employees that will be determined for a total of 3.25FTE.

s. Executive Director and staff will continue to attend conferences and conventions such as ASBA, CCSTA and SCSBA, Los Angeles Religious Education Congress and any others to fulfill the goals of the Association.

t. Advocacy/Communications – the Elected Officers and Executive Director will continue to attend various meetings and events with government ministries, Bishops, member boards and partners (ASBA, FCSFA, ATA, SCSBA, CCSTA) and others to fulfill the advocacy and communications goals of the Association.

u. The meeting costs for the various Ad Hoc Committees will be estimated using information (re: number of meetings) provided in the committee terms of reference.

v. Recommendation:

Consider transferring \$75,000 from the unrestricted reserve to reduce the per student assessment as a onetime measure during this period of uncertainty.

**Recommendations:**

- i) Consider canceling one of the face-to-face Board meetings and scheduling the meetings to coincide with the sessions of the Legislative Assembly. This will require a bylaw revision.
- ii) Consider canceling the Board of Directors' Retreat and subsidize the registration fee for 5 Directors to attend SPICE or Blueprints.
- iii) Consider holding an annual Strategic Planning Session, which would be held the same day as the Executive Director and Board Evaluations.

Revised format for the Board of Director meetings:

- 4 regular face to face board meetings (Feb., May, Sept., Nov.)
- 1 day meeting for the executive director and board self-evaluations and a strategic planning session.

**CCSSA President's Report to ACSTA Board of Directors:**

**May 29, 2015**

CCSSA appreciates the opportunities to work alongside ACSTA and its Board of Directors in support of Catholic education. This report is to provide an update on activities that our organization has been undertaking in support of the role of ACSTA, in promoting the value of Catholic education in our province, and in furthering educational leadership in Alberta.

Strategic Priorities – CCSSA has three Strategic Priorities for 2014-2015:

- 1) Forming an Excellent Catholic Teacher;
- 2) Working in Harmony with our Bishops;
- 3) Building a Community of Disciples in Catholic Education.

The Excellent Catholic Teacher – Dr. Bonnie Annicchiarico (Christ The Redeemer) shared a draft position paper of The Excellent Catholic Teacher develop by the CCSSA Committee. Bonnie asked that members share the paper with their senior teams and provide feedback by the end of May.

CCSSA Kananaskis Meeting April 27 & 28, 2015 – Twenty Six members attended our April 27th business meeting. The meeting was highlighted by – sharing by Joan Carr (ECS) of Five Marks of Catholic School Identity, sharing of the Excellent Catholic Teacher draft by Bonnie Annicchiarico (CTR), discussed the CCSSA LIFE Framework, approval of our 2015-2016 budget. Archbishop Smith and Bishop Henry celebrated mass and participated in a Q & A session with our membership.

CCSSA Kananaskis Faith Formation April 28, 2015 – Senior administrators from Grande Prairie Catholic Schools lead our membership in a Faith Formation based on Mathew Kelly's book The Four Signs of a Dynamic Catholic.

CCSSA LIFE Framework – An updated version of the LIFE Framework has been circulated and is posted on the CCSSA website.

CCSSA Excellence in Catholic Education Award – Thirteen recipients were honoured at the S.P.I.C.E. banquet and eight were honoured at the Blueprints banquet.

Meeting with Deputy Minister Lorna Rosen – CCSSA president, vice-president, Executive Director and ACSTA Executive Director met with DM Rosen to share our mission and purpose. DM Rosen had three Assistant Deputy Ministers attend, an excellent discussion on the role, successes and challenges of Catholic Education in Alberta Education ensued.

CCSSA Executive 2015-2016 – The 2015-2016 CCSSA Executive will be determined at our September meeting in Calgary.

CCSSA 2015 Retirees – The 2015 CCSSA Retirees will be honoured at a dinner in conjunction with our September meeting in Calgary.



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

# Committee Report Summary

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**Board Advocacy Committee Meeting Date:** June 9, 2015

**Submitted by Trustee:** Trustee Crockett

**Committee/Event Name:** Business Liaison - St Albert

**Committee Meeting Date:** May 13, 2015

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

## Highlights:

- Presentation and video of St Albert's 150<sup>th</sup> Anniversary of Catholic Education by Chair Radford and Trustee Crockett.
- Community Highlight Sponsor

## Topic: Capital Region Board – Mayor Nolan Crouse

- CRB was established in 2008 under the Municipal Government Act to ensure long term future for the Region.
- Alberta Capital Region is represented by a conglomerate of 24 municipalities that surround Alberta's capital. The regions covers 12 000 sq km, accounts for 2% of Alberta's land mass and for 30% of Alberta's population (1.2 million people).
- Guiding principles: cooperation, commitment for the long term economic prosperity and quality of life for all citizens of the Region.
- Five Standing Committees: Advocacy, Governance Priorities & Finance, Housing, Land Use & Planning, Transit.
- One Task Force of the Board – Growth Plan – 35 year growth strategy for managing growth.
- Future Priorities: LRT corridor, agricultural land policies, watershed issues, and acreage development.