



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 21, 2016 | 2:00 p.m. - Call to Order
3:30 P.M. – Public Meeting

1. **Call to Order:** Noreen Radford
2. **In-Camera**
3. **Out-of-Camera at 3:30 p.m.**
4. **Opening Prayer:** Joan Crockett
5. **Approval of Agenda**
6. **Presentation Delegation:**
7. **Approval of Minutes & Summaries**
 - 7.1 Special Board Meeting Minutes of February 22, 2016 Attached
 - 7.2 Board Meeting Minutes of February 22, 2016 Attached
 - 7.3 Board Advocacy Committee Meeting Summary of March 7, 2016 Attached
 - 7.4 Capital Committee Meeting Summary of March 7, 2016 (Shaw) Attached
8. **Approval of Committee & Event Reports from Advocacy Committee Meetings**
 - 8.1 Alberta Catholic School Trustees' Association (Shaw) Attached
 - 8.2 Alberta School Boards Association (Crockett) Attached
 - 8.3 Business Liaison – St. Albert (Crockett) Attached
 - 8.4 Business Liaison – Morinville (Radford) Attached
 - 8.5 APEGA President's Luncheon (Tremblay) Attached
9. **Good News (Communication & Community Relations)** Attached
10. **Questions from the Public**

(Questions are submitted in writing on the Thursday prior to meeting. Information and the form can be found on the District website located on the District website at <http://bit.ly/ISLTFSh>.)
No questions at this time
11. **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.)

 - 11.1 Review of Board Policy 14 – Hearings on Teacher Matters (Keohane) Attached

12. Action Items

- | | | |
|------|--|----------|
| 12.1 | By-election Plans (Schlag) | Attached |
| 12.2 | Board Meeting Schedule Revision (Schlag) | Attached |
| 12.3 | 2017-2020 Capital Plan Recommendations (Schlag) | Attached |
| 12.4 | New: Draft Board Policy 19 - Acknowledging Territories of Indigenous People Within District Events (Keohane) | Attached |
| 12.5 | Agenda Package for Regular Meetings (Keohane) | Attached |
| 12.6 | Tracking System for Motions and Requests for Information (Keohane) | Attached |
| 12.7 | Edwin Parr Teacher Award Nomination (McGuinness) | Attached |

13. New Business

14. Information Items

- | | | |
|--------|---|----------|
| 14.1 | Report from the Chair | |
| 14.1.1 | Correspondence | Attached |
| 14.1.2 | Other Items | |
| | • Annual Reciprocal Use Meeting Agenda Items (Radford) | Attached |
| 14.2 | Report from the Superintendent | |
| 14.2.1 | Trustee Request for Information
No Requests | |
| 14.2.2 | Educational Leadership | |
| | • Alberta Education Field Services Letter (Keohane) | Attached |
| 14.2.3 | Educational Leadership – Student Welfare | |
| | • Field Trip Activity Report (McGuinness) | Attached |
| 14.2.4 | Fiscal Responsibility | |
| | • Quarterly Financial Report (Schlag) | Attached |
| | • Plant Operations and Maintenance (PO&M) (Schlag) | Attached |
| | • Infrastructure Maintenance and Renewal (IMR) (Schlag) | Attached |
| 14.2.5 | Communications and Community Relations | |
| | • Community Conversation Report (Keohane) | Attached |
| | • Memorandum of Understanding – Emergency Preparedness (Schlag) | Attached |

15. Board Commitments

Attached

16. Clarification Period for Public & Media

(Related to agenda items, only as deliberated)

17. Trustee Request for Information

18. Closing Prayer: Joan Crockett

19. In-Camera *(if applicable)*

20. Out-of-Camera *(if applicable)*

21. Adjournment



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 7.1

Special Board Meeting Minutes of February 22, 2016

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the special meeting of the Board held on February 22, 2016 as circulated/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
HELD ON MONDAY, FEBRUARY 22, 2016 at 3:00 p.m.**

at 3 St. Vital Avenue, St. Albert, AB-Rainbow Rm., Star of the North Retreat Centre

MEMBERS PRESENT

Trustees Crockett, McEvoy, Proulx, Radford, Shaw, and Tremblay

ADMINISTRATION PRESENT

D. Keohane, superintendent, D. Schlag, secretary-treasurer

CALL TO ORDER

Trustee Radford called the meeting to order at **3:03 p.m.** and declared it a duly constituted meeting, as quorum had been reached with 6 of the possible 6 Trustees present and that it would be an in-camera meeting for the purpose of discussing 2 items as outlined in the Agenda provided at the time of notice.

OPENING PRAYER

Trustee McEvoy offered the opening prayer.

NOTICE OF SPECIAL MEETING

Trustee Radford explained that all 6 Trustees had received notice of the special meeting as provided verbally by the Secretary Treasurer on February 8, 2016 and confirmed via email on February 9, 2016, which satisfies the requirement of Notice in the *School Act*.

APPROVAL OF AGENDA

145/16 **Trustee McEvoy:** **THAT** the Board of Trustees approve the agenda as presented.

CARRIED (6/6)

IN CAMERA

146/16 **Trustee Shaw:** **THAT** the Board of Trustees move the meeting in camera at 3:06 p.m.

CARRIED (6/6)

OUT OF CAMERA

147/16 **Trustee Crockett:** **THAT** the Board of Trustees move the meeting out of camera at 5:07 p.m.

CARRIED (6/6)

NO MOTION(S) ARISING FROM DISCUSSION AT THIS TIME

CLOSING PRAYER

Trustee Crockett offered the closing prayer.

ADJOURNMENT

148/16 **Trustee Shaw:** **THAT** the Board of Trustees adjourn the meeting at 5:08 p.m.

CARRIED (6/6)

Secretary Treasurer

Chair



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 7.2

Regular Board Meeting Minutes of February 22, 2016

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on February 22, 2016 as circulated/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 22, 2016, 6:30 P.M.
District Office, 6 St. Vital Avenue,
St. Albert, AB**

MEMBERS PRESENT Trustees Crockett, McEvoy, Proulx, Radford, Shaw, and Tremblay

ADMINISTRATION PRESENT

D. Keohane, superintendent, S. McGuinness, assistant superintendent, D. Quick, assistant superintendent, D. Schlag, secretary-treasurer

CALL TO ORDER Trustee Radford called the meeting to order at 6:30 p.m.

IN CAMERA

149/16 Trustee Tremblay: THAT the Board of Trustees move In Camera at 6:30 p.m.
CARRIED (6/6)

OUT OF CAMERA

150/16 Trustee Proulx: THAT the Board of Trustees move Out of Camera at 7:31 p.m.
CARRIED (6/6)

Trustee Proulx departed the meeting at 7:33 p.m.

OPENING PRAYER Trustee Tremblay offered the Opening Prayer in French.

APPROVAL OF AGENDA

151/16 Trustee Shaw: THAT the Board of Trustees approve the agenda as amended with the addition of 12.3 New Morinville School Plan and 13.5 MGA Review.
CARRIED (5/5)

PRESENTATION DELEGATION

Thought Exchange Update via Teleconference

Iain Hackett, with Thought Exchange provided a high level summary regarding the level of participation, major themes emerging from the data and some highlights around mental health and bullying awareness. The Board requested from Thought Exchange whether or not the opportunity would exist to survey participants on their perceptions around the process.

APPROVAL OF MINUTES & SUMMARIES

152/16 Trustee McEvoy: THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on February 8, 2016 as presented.
CARRIED (5/5)

APPROVAL OF REPORTS FROM ADVOCACY COMMITTEE MEETING

No reports.

GOOD NEWS

Trustee Radford shared the Good News Report. She also commended ESSMY regarding the Chapel unveiling event earlier today and its' blessing by Archbishop Richard Smith.

Trustee Shaw indicated that St. Albert Parish would be supporting the Development and Peace efforts of the District. It was also indicated that the Parish will begin hosting its own Youth Band group.

QUESTIONS FROM THE PUBLIC

None

CONSENT ITEMS

Review of Board Policy 7 – Board Operations: Meeting Start Time Amendment (Schlag)

153/16

Trustee Shaw: **THAT** the Board of Trustees approve the changes to Board Policy 7 – Board Operations in sections 2 and 7 (start times and agenda order).

CARRIED (5/5)

Review of Board Policy 11 – Board Delegation of Authority (Keohane)

154/16

Trustee McEvoy: **THAT** the Board of Trustees approve the changes to Board Policy 11 – Board Delegation of Authority as presented.

CARRIED (5/5)

ACTION ITEMS

New St. Albert and Morinville School Names

Superintendent D. Keohane presented the School Naming Committee's recommendations which included the following naming options.

St. Albert School Top Names proposed by the Committee

1. Pope Francis School
2. Sister Alphonse School
3. St. Andre School

Morinville School Top Names proposed by the Committee

1. Pope Francis School
2. St. Jean the Baptiste
3. Sr. Kateri Tekakwitha School

155/16

Trustee Crockett: **THAT** the Board of Trustees approve the name Sister Alphonse Academy for the new St. Albert School.

CARRIED (5/5)

156/16

Trustee Tremblay: **THAT** the Board of Trustees approve the name St. Kateri Tekakwitha Academy for the new Morinville School.

CARRIED (5/5)

Board Evaluation Report

157/16 **Trustee Shaw:** **THAT** the Board of Trustees receive the Board Self-Evaluation Report 2014-2015, dated December 7, 2015 as prepared by Dr. Leroy Sloan, as information and adopt the recommendations therein as required.
CARRIED (5/5)

Morinville School Plan

158/16 **Trustee Shaw:** **THAT** the Board of Trustees approve the work completed on the Morinville School, as per the conceptual presentation today, and allow work to continue as presented within Alberta Infrastructure & Alberta Education guidelines.
CARRIED (4 in favor, 1 opposed - Radford)

Trustee Radford turned the Chair over to Vice-Chair McEvoy at 9:01 p.m.

NEW BUSINESS

Change of Format for BELRA Presentations

159/16 **Trustee Radford:** **THAT** the Board of Trustees continue to present the BELRAs but will direct the superintendent to consult with administrators to find a time when the majority of staff are able to attend, such as at PD sessions, early closing staff meetings, celebrations, etc. The superintendent will then present suggestions to the Board at the April 11, 2016 regular board meeting for adoption of new format.
CARRIED (5/5)

Agenda Package for the Regular Board Meetings

160/16 **Trustee Radford:** **THAT** agenda meetings be held on the Wednesday prior to the regular Board meetings and packages be distributed on the Thursday prior to regular board meetings. The Board would be sensitive to significantly unusual circumstances that at times may preclude this from occurring.

Trustee McEvoy proposed a friendly amendment to remove the last sentence and replace with, **THAT** the Board of Trustees direct the Superintendent to explore Agenda Meetings on the Wednesday prior to regular Board meetings with distribution on the Thursday and bring back information on the feasibility to the Board for consideration.

Trustee Tremblay proposed a friendly amendment to add deadline by March 21st. Accepted by Trustee McEvoy but rejected by **Trustee Radford**.

Trustee Shaw introduced the addition of “the Board Package” which was accepted by Trustee Radford who modified her original motion as follows:

Trustee Radford: **THAT** The Board of Trustees direct the superintendent to explore Agenda Meetings on the Wednesday prior to the regular Board Meetings, with distribution of the Board Package on the Thursday and bring information on the feasibility to the Board for consideration on March 21, 2016.

CARRIED (3 in favour, 2 opposed)

Tracking System for Motions and Requests for Information

161/16 **Trustee Radford:** THAT the Board of Trustees direct the Superintendent to design a Tracking Report containing Board Motions and Trustee Request for Information using the provided samples as guidelines.
CARRIED (5/5)

Construction of Options for New Policy: Recruitment and Selection of Personnel

162/16 **Trustee Radford:** THAT the Board of Trustees direct the Superintendent to construct a proposed Policy - Recruitment and Selection of Personnel and bring options to the Board by April 25, 2016.
CARRIED (5/5)

Trustee Radford resumed role of Chair at 9:52 p.m.

MEETING EXTENSION

163/16 **Trustee Shaw:** THAT the Board of Trustees extend the Regular meeting of the Board until 10:30 p.m.
CARRIED (5/5)

Trustee Radford requested input from the Board on interest in the review the Municipal Government Act, which was added to the Agenda as 13.5. Trustees felt that providing feedback on changes to the legislation was best dealt with at the Zone level.

INFORMATION ITEMS

Report from the Chair

Correspondence was shared.

Report from the Superintendent

Assistant superintendent Quick updated the Board on origin, participation and costs associated with District participation in the We Day event.

Secretary-treasurer Schlag shared a detailed report regarding transportation services, highlighting some efficiency in providing service including online applications, payments, and the introduction of new software in 2016-17.

Assistant superintendent McGuinness provided an update on the student enrolment and staffing as of semester 2.

Secretary-treasurer Schlag updated the Board, with a written report, on the progress of the SACHS modernization project and timelines for completion, which is estimated for fall 2017. **Trustee Crockett** would like to see information on the project provided to parents and students of SACHS.

MEETING EXTENSION

164/16 **Trustee Crockett:** THAT the Board of Trustees extend the Regular meeting of the Board until 10:45 p.m.
CARRIED (5/5)

Assistant Superintendent Quick provided a report highlighting initiatives that enhance sacramental preparation and the school-home-parish connection as part of Faith Leadership.

165/16 **Trustee Shaw:** **THAT** the Board of Trustees receive the Superintendents Report as information.
CARRIED (5/5)

BOARD COMMITMENTS

166/16 **Trustee Crockett:** **THAT** the Board of Trustees approve the Board Commitments as presented and updated at this meeting.
CARRIED (5/5)

CLARIFICATION PERIOD FOR PUBLIC & MEDIA

Carryl Bennett-Brown inquired as to the name of the French Immersion teacher that is on retainer to the District.

Lucie Roy had a clarifying question on the school namesake approved at tonight's meeting.

TRUSTEE REQUEST FOR INFORMATION

None.

MEETING EXTENSION

167/16 **Trustee Crockett:** **THAT** the Board of Trustees extend the Regular meeting of the Board until 11:00 p.m.
CARRIED (5/5)

IN CAMERA

168/16 **Trustee Tremblay:** **THAT** the Board of Trustees move In Camera at 10:45 p.m.
CARRIED (5/5)

OUT OF CAMERA

169/16 **Trustee McEvoy:** **THAT** the Board of Trustees move Out of Camera at 10:53 p.m.
CARRIED (5/5)

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

ADJOURNMENT

170/16 **Trustee Shaw:** **THAT** the Board of Trustees adjourn the regular meeting at 10:54 p.m.
CARRIED (5/5)

Secretary Treasurer

Chair



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 7.3

Board Advocacy Committee Meeting Summary of March 7, 2016

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the summary of the Board Advocacy Committee meeting held on March 7, 2016 as circulated/as circulated and amended.

**SUMMARY OF THE BOARD ADVOCACY COMMITTEE MEETING OF
GREATER ST. ALBERT RCSSD NO. 734
MONDAY, MARCH 7, 2016**

COMMITTEE MEMBERS PRESENT

Trustees Crockett, McEvoy, Proulx, Shaw, and Tremblay

COMMITTEE MEMBERS ABSENT

Trustee Radford

ADMINISTRATION PRESENT

D Keohane, superintendent; D Schlag, secretary-treasurer

CALL TO ORDER

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

ADDITIONS TO THE AGENDA

None

SACRAMENTAL EDUCATION INITIATIVE IMPLEMENTATION PLAN PRESENTATION

Kathleen Nguyen, the Sacramental Education Coordinator for the Archdiocese of Edmonton and Colin Loisselle, Religious Education Consultant for the District presented to Trustees and provided them with a DRAFT version of the "Sacramental Education Overview Binder". Ms. Nguyen explained the initiative had begun four (4) years ago with no standards or guidelines and that she was hired to research and provide consistency and understanding, stressing this was a shared responsibility between home, school, and parish. The Archdiocese will be hosting the official launch on June 2, 2016, for which personal invitations will be coming for Trustees. Trustee Tremblay provided a written report on his attendance the February 16, 2016 APEGA luncheon.

TRUSTEE COMMITTEE REPORTS

Trustee Crockett provided a written report from her attendance at the February 26, 2016 ASBA Zone 2/3 Meeting. Trustee Shaw provided a written report, at the meeting, from her attendance at the ACSTA meeting on February 12, 2016. Trustee Crockett provided a written report from her attendance at the February 10, 2016 State of the City Address by Mayor Crouse. Trustee Radford provided a written report and information on the Chamber and the upcoming trip to China from her attendance at the February 3, 2016 Morinville & District Chamber Meeting.

TRUSTEE DEVELOPMENT / BOARD ADVOCACY

Governance Rules – Ways to Stop Proceedings

Secretary-treasurer Schlag provided a video with lawyer Kevin Feehan, explaining ways to stop a meeting from proceeding, where he concentrated on "Point of Order (process error), Point of Information (key details missing from discussion that would substantially change outcome), and Point of Privilege (related to comfort and/or respect)". Trustees enjoyed the format.

Trustee McEvoy offered the closing prayer. The meeting was adjourned at 8:59 p.m.

Meeting chaired by Trustee Shaw



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 7.4

Capital Committee Meeting Summary of March 7, 2016

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the summary of the Capital Committee meeting held on March 7, 2016 as circulated/as circulated and amended.



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

Committee Report Summary

For Presentation at Regular Board Meeting: March 21, 2016

(A written report must be submitted by 4:00 pm on the Wednesday prior to the Monday Regular Board Meeting date and will form part of the official minutes.)

Submitted by Trustee: Trustee Shaw

Committee/Event Name: Capital Committee

Committee Meeting Date & Time: March 7, 2016 (6:30 pm)

Summary of Agenda Items:

1. Presentation by Group 2 Architects on the Phasing of the SACHS Modernization Project (floor plans were reviewed and Trustees gained an understanding of the work flow throughout the school.
2. Trustees reviewed the exterior color choices, previously provided by BR2 Architects on January 11, 2016, and recorded their choices directly on the specific sheets of choice. The secretary-treasurer will share the majority choice of the Board, which was almost unanimous (tones of blue and grey) where 4 of 5 Trustees present indicated this as their 1st choice and the 5th Trustee indicated the option as a 2nd choice option had the endorsement of all 5 Trustees present at the meeting.

Further Action Recommended to the Board for Consideration:

None at this time.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 8

Committee & Event Reports

PREPARED BY:

8.1 Alberta Catholic School Trustees' Association (Shaw)	Attached
8.2 Alberta School Boards Association (Crockett)	Attached
8.3 Business Liaison-St. Albert (Crockett)	Attached
8.4 Business Liaison-Morinville (Radford)	Attached
8.5 APEGA President's Lunch (Tremblay)	Attached

RECOMMENDATION:

THAT the Board of Trustees approve the committee reports from the Board Advocacy Committee meeting held on March 7, 2016.



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 7, 2016

Submitted by Trustee: Serena Shaw

Committee/Event Name: ACSTA

Committee Meeting Date: February 12, 2016

ACSTA

We were presented a report by the ad hoc committee on Trustee Faith Formation. Based on the information that we received, we are going to discontinue the Catholic Conference. The committee will meet again on how we will move forward with a spring retreat.

Catholic Symposium

- ✓ We will continue the discussions as the faith committee and report back in May.
- ✓ There was interest in continuing to hold the Spring Retreat, possibly in conjunction with a future ASBA SGM. The Committee will explore options and bring a report to the next meeting.

Catholic School Facilities

- ✓ The committee saw the importance in the process of outlined in the Catholic School Facilities in AB doc. It is always important that we are aware of the procedure when looking at shared facilities.
- ✓ Could we please have a date added to the document so that we all know that we have the most recent version?
- ✓ We will now forward this to the Bishops so that they can review it. We will see it come back to us for a vote at the AGM.

Truth and Reconciliation - Calls to Action

- ✓ May meeting in the afternoon Dr. Martin (or someone else) will come and speak with us about First Nations education.
 - ✓ Peter Teppler presented a document that was produced by the Calgary Catholic FNMI department. Again, the call went out to ask to share best practice on action item 64.
 - ✓ Blue Quill Aboriginal College is a wealth of information if we are looking for more.
 - ✓ Tracy McKinnon spoke about the first annual T and R 2day session through the ERLC.
 - ✓ We could try and have a day similar to the one that was held for our communications people for those that for the FNMI coordinators. Shawn will take it to the Superintendents next week and report back to us.

- ✓ Motion: The ACSTA support the gathering of the FNMI coordinators with the support of the CCSSA. Passed.

Bishop Henry

- ✓ Bishops met with the Minister this past week
 - as politicians it is important that we are getting the constituents to understand the guidelines
 - Arising motion from AGM on a committee that consists of bishops, trustees and superintendents. All has gone well. Moving forward, do we want to look at this committee long term, or are we happy with good how things are.

Dean

- ✓ 50th anniversary of ACSTA
 - we would like to host a gala dinner at our November meeting. Would invite all 8 bishops and the minister. Money is tight so it will be within reason for cost, yet we are wanting it to be very special.
 - Does St. Albert have something to give since we just celebrated our 150th as far as memorabilia?
- ✓ Communications specialist, Jocelyn resigned before Christmas. We have received about 40 applications. Competition closed on Monday. However we are going to be hiring rather than contracting out, so this will end up costing us more. The position is currently for .60.
- ✓ We will have a topic for the AGM in May

Policy Committee

- ✓ A full policy review will be happening starting right away. Moving the four items from by-laws into policy. This passed first reading. As well as second and final reading. They were moved into policy by way of motion made by John T.
- ✓ Committees were struck. I am on the Advocacy committee, as well as continue to sit on the Faith Formation Committee.

President's Report: Reporting Period November 15, 2015 – January 11, 2016

Notable Meetings/Events:

- ✓ Attended ASBA AGM – Congratulations go out to Helen Cleave (President) and Mary Martin (Vice President) on the strong vote of confidence from the association membership in their acclamation to their respective positions. ACSTA looks forward to continuing the positive relationship we have with the ASBA.
- ✓ I was very honored to represent the ACSTA at the opening ceremonies of the Alberta Association of Municipal Districts & Counties (AAMDC) 2015 Fall Convention where the Honorable Danielle Larivee (Minister of Municipal Affairs) gave one of the opening addresses. Wonderful to see that our rural municipalities are so well represented by engaged, hardworking, community leaders.
- ✓ Meet and greet with Archbishop Smith – we look forward to future conversations and greater collaboration. This meeting was followed by a somewhat rushed but productive meeting between Archbishop Smith and Archdiocesan Board Chairs and Superintendents.
- ✓ Attended Edmonton Catholic School's last community engagement session regarding diversity - very interesting conversations took place. I commend my fellow trustees in Edmonton Catholic who are working together and taking the time necessary to bring resolution to this sensitive issue of an inclusion policy. All boards have until March 31, 2016, as per Minister Eggen's request.

- ✓ Enjoyed a very positive executive meeting with Alberta Teacher's Association Table Officers Committee and the plan is to continue to further the lines of communication with another meeting in early spring.
- ✓ Tony Sykora (Past President) will continue to represent the ACSTA as our director to CCSTA. Thank you Tony for your leadership in this area!
- ✓ Supreme Court of Canada's Decision in the Caron vs Alberta case received.
- ✓ Bill 7 Alberta Human Rights Amendment Act, 2015 – passed second reading Dec. 1, 2015
- ✓ Bill 8 Public Education Collective Bargaining Act – passed second reading Dec.1, 2015
- ✓ Met with Education Critic for the Wildrose Party -MLA Mark Smith. It was a very productive, positive advocacy meeting.
- ✓ Attended 6th Annual Bishops Dinner – Edmonton Eparchy. Excellent opportunity to network.
- ✓ Executive meeting with Bishop Henry. Great discussion/conversation.
- ✓ Zone 7 – ASBA Board of Directors' meeting Dec. 10 -11, 2015
- ✓ Executive meeting with Catholic Bishops of Alberta and Northwest Territories. Honest, open discussion of current issues took place and I appreciated the opportunity to have lunch with the Bishops & get to know them a little better.
- ✓ Enjoyed a blessed Advent and Christmas season (attending numerous advent celebrations, concerts, liturgies, and masses) – hope you were able to feed your soul as well!
- ✓ Responded to numerous emails, requests for information, etc. and wrote one letter to the Minister of Education requesting a meeting which has recently born fruit with a request by the Minister to meet on Feb. 4th.

Upcoming Meetings/Events:

ACSTA committee meetings will be taking place over the next few weeks (Advocacy, Governance, Catholic Education Facilities)

- ✓ +Executive meeting with ASBA executive – Jan.14th
- ✓ +Zone 7 ASBA Board of Directors' meeting - Jan. 15th
- ✓ +Attending Edmonton Catholic Schools Youth Day - Feb. 1st.
- ✓ +Meeting with Education Minister Eggen - Feb. 4th
- ✓ +To Whitehorse for the Ordination & Installation of new Bishop – Bishop Villa – Feb.6-8th.

God bless 2016!!

Your Servant in Christ,
Adriana LaGrange

Superintendents- Sean Haggerty

- ✓ next week issues forum in Okotoks. The goal is trying to set everybody up for success for the March 31st deadline. There will four supers presenting and then there will be questions.

CCSTA Tony

- ✓ the next CCSTA Board of Directors' Meeting is on February 22, 2016. CCSTA is hosting a reception for MPs in conjunction with this meeting. –
- ✓ three names have been submitted for the 2016 Justice James Higgins Award. Edmonton Catholic Schools nominated Fr. Michael Mireau. –
- ✓ Reminder to register for the AGM in Yellowknife. –
- ✓ Marino Gazzola will be running for CCSTA President at the AGM in Yellowknife.
- ✓ -still room to register at the CCSTA but filling up quickly
- ✓ -meeting with the MP's coming up with a reception on parliament hill
- ✓ -The Board of Directors moved that we endorse Tony Sykora to run as Vic President of CCSTA

MGA

- ✓ Charters can be created by municipalities can be created that overrule other acts. The charter could keep school boards out of the conversation regarding school sites.
- ✓ Cities could apply for a charter. The charter could over rule the school act. If things are collaborative it would be ok, however it may not. It could put councils in the position to need to cater to the majority of stakeholders, and that wouldn't generally be the Catholic voter. A catholic trustee has requested that we get a legal opinion on how this would affect catholic boards.

Possible Implications of the MGA review

- ✓ that a large focus is on linear assessments. (assessment of utilities lines) communities make money on these running through their area.
- ✓ They are looking to create ways to help municipalities to collaborate without having to amalgamate or annex land.
- ✓ The education tax is probably the biggest issue. We have a constitutional right to tax our rate payers. It is a political move that we continue to retain the right to tax. The amendments are not out yet. The minister will be touring the province and then making recommendations
- ✓ Discussion regarding the fact that School boards have not been at the table even though 30 pages of the 500 page act pertain to school boards.



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 7, 2016

Submitted by Trustee: Joan Crockett

Committee/Event Name: ASBA Zone 2/3 Annual Meeting

Committee Meeting Date: February 26, 2016

Highlights:

Helen Clease – ASBA President

- Working on Strategic Plan (90% of Boards liked the Strategic Priority Plan in existence)
- Emphasis on Explaining Reserve Funds, Locally Elected School Boards
- ASBA considering having an Issues Forum with Minister Eggen Possible date - April 13
- Issues: Municipal Government Act, LGBTQ, Education Act, Table Discussions

Doreen Lupaschuk – Alberta Education Director's Report

- Child, Youth, and Enhancement Act – every person must report suspected child abuse
- SLA's – Much more work to do
- Grade 6 & 9 PAT – 2016-2017 will be writing as scheduled.

Glenys Edwards – U of A Experience

- ADU 100 for education students will be compulsory next year. Therefore, all education students will need volunteer hours working with youth in their first year of studies.
- All student teachers will be requested to take a Special Education course.

Cheryl Dumont - Zone Chairs Report

- March 18 – Zone 2/3 Meeting – PD History of the Indigenous People through a Blanket Exercise – Edmonton Catholic – Pam Sparkling Eyes and students.
- April 22 – PD - ASEBP Presentation – Jennifer Carson
 - Learning Technology Framework – Phase 2 – Brian Callaghan

ASBA Second Language Caucus – Cheryl Dumont, Laura Thibert, Patricia Pederson

- Second Language Caucus is no longer a task force.
- What do Boards need for ELL?

Professional Development Presentation

- Proposed Policy Development Workshop – Heather Tkachuk -
- Robert's Rules of Order – Becky Kallal

Next meeting – March 18, 2016 – St Anthony Centre, 10425 – 84 Ave Edmonton



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 7, 2016

Submitted by Trustee: Trustee Crockett

Committee/Event Name: Business Liaison - St Albert

Committee Meeting Date: February 10, 2016

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

Speaker: Mayor Nolan Crouse – State of the City Address

Mayor Crouse shared that Gallop suggests 3 drivers as Fundamental to Canadian Urban Life: Community Safety, Social Comfort and Environmentally Friendliness.

Community Safety - Committed to a safe, comfortable, welcoming City

- Lowest crime rates in Alberta
- \$836 000 earmarked for 30 schools . . . recommendations made by Safe Journeys to Schools
- 60 RCMP officers.

Social Pillar – Communities where people can meet, socialize and call home

- Committed to social gatherings: Farmers Market, Rock ‘n August, Block Parties (102 in 2015), Youth Festival, Outdoor Music Festival, Family Comic Festival
- Two more gathering places in the future: New Arena and Branch Library
- 30 churches in St Albert and these will take care of refugee families – 2 Syrian and 1 Iraqi family at present
- 10 hospice beds just created in Foyer Lacombe
- Healing Garden (Truth and Reconciliation Project) to be located north of St Albert Place along Sturgeon River.

Environment

- Committed to make community attractive, with parks, green spaces, public art, tree lined boulevards, and safe trails
- 3 electric busses ordered
- Upgrade for one of the 35 storm pipes
- Funding for Black Knot Tree Disease on public property
- \$250 000 to replace trees along boulevards.

Economic Development

- Population increase has been consistent for the last 50 years at 1000 per annum - true for 2015 as well
- Single family dwellings have declined whereas multi-family homes have increased
- Building permits were up 9% from 2014
- \$40 million needed to build sewer pipe to help spur development in west and southwest St Albert. Proposal will go before Council in the spring.
- City receives \$16 million in provincial grants and \$3 million in federal grants.
- \$143 million in operating revenue, \$137 million in operating expenses, \$5 million estimated surplus.
- *No metrics to suggest concerns in 2016 – Solid Growth – no boom or bust.*



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 7, 2016

Submitted by Trustee: Trustee Radford

Committee/Event Name: Morinville and District Chamber of Commerce

Committee Meeting Date & Time: February 3, 2016

Highlights of Items Relevant to GSACRD:

Relevance to the Board:

- President Simon Boersma indicated that the chamber members should be aware of any refugees that might be in their area. If there is anything as a business that they could do to make their transition easier, it would be greatly appreciated.
- Morinville Chamber Trip for an adventure to CHINA

Attached:

1. 15 reasons to join Morinville & District Chamber of Commerce
2. China Trip

15 REASONS TO JOIN MORINVILLE & DISTRICT CHAMBER OF COMMERCE

1) NETWORK, NETWORK, NETWORK

2) Attend monthly networking lunches where special guest speakers will talk about our economy, business ideas, growth and marketing.

3) Group Insurance Plan - whether you're a one person business or have many employees, the Chamber Plan can help you (more information page 17).

4) Special discounts on advertising in this directory, participating in our annual Trade show and competing in our Annual Golf Tournament.

5) Attend special events such as our Annual Gala where you could be nominated for our Business Awards. These awards recognize business who offer service beyond what is expected.

6) Join us in our Annual Trade Show - Explore the Wonders... April 22/23. An opportunity to display your business or service, participate in a career fair or simply enjoy family entertainment.

7) Bon Jour Bags- as a member of Chamber of Commerce you can help fill our specially designed bags with promotional items to welcome every new resident into Morinville and District.

8) Join us for a Chamber Sponsored trip to the Far East, Iceland and other places where we can mix business with pleasure.

9) Shop Local - Our Chamber has special events to promote shopping local.

10) Market your business in our Christmas booklet - colouring pages, recipes and special Christmas projects. A fun and economical way to advertise while helping families. Get your name in the public eye!

11) Membership Referrals - Have your business cards on our business Showcase wall and when people are looking for business we can give them your card.

12) Members are welcome to attend special seminars and workshops

13) Internet Listings - all members and their information will be listed on our website

14) Bi-weekly fan-outs - What is happening in our Chamber world? An email will be sent out regularly to all our members bringing you up-to-date. We will also include any special announcements you may wish to pass along to all of our members. One free announcement per month.

15) An exclusive membership to Alberta Chamber of Commerce and Canadian Chamber of Commerce is included when you join Morinville & District Chamber of Commerce. With this membership you have access to Value Added Benefits such as:



EXCLUSIVE CREDIT & DEBIT RATES FOR MEMBERS It's Easy with VersaPay. VersaPay is pleased to offer all Alberta Chamber members preferential rates on Visa, MasterCard, and Interac merchant processing. Combined with 24/7 support and training, no hidden fees or surcharges, VersaPay solutions are tailored to any size of business. Chamber Merchants receive: Visa 1.49%, MasterCard 1.49%, Interac \$0.04/transaction. Contact Derek Nyer @ 866-489-6607 or Visit www.versaPay.com or call 866-489-6607.



JOHNSON INC HOME & AUTO INSURANCE Johnson Inc offers Chamber members discounted Home and Auto insurance. In addition to exceptional coverage and premiums, Johnson inc. also offers 1 A+ Mile for every \$20 in premium. Quotes available by telephone 1-800-563-0677, or visit www.johnson.ca/acc to access rate information.



CHAMBERS GROUP INSURANCE PLAN The Chamber Group Insurance Plan covers businesses with up to 50 employees, is open to all industries, and offers a full range of benefits, including coverage normally reserved for 'big business'. With outstanding service and assistance, Chamber Group Insurance will tailor a benefit program to suit your needs. Gain employee satisfaction and increase retention by becoming part of the Number 1 Plan in Canada!

Join Morinville Chamber Trip for an adventure to...

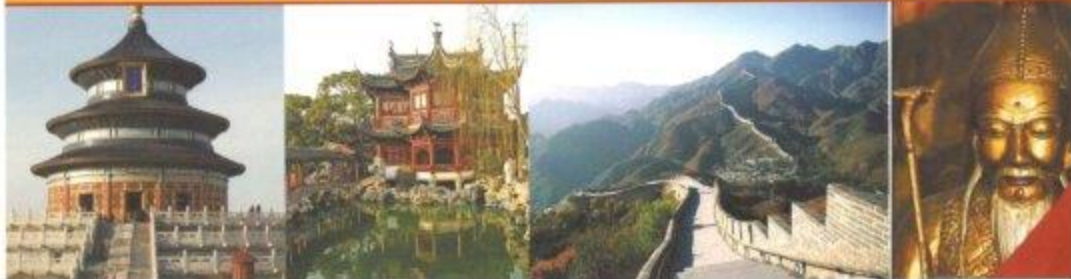
CHINA

Oct 5 – 15, 2016

11-day Xi'an Trip For Only

\$2,499

BEIJING • XI'AN • SHANGHAI • SUZHOU



Your Trip

- Roundtrip international airfare & Chinese domestic airfare & Tax
- 4-and 5-star hotel accommodations • 3 meals each day • Deluxe bus tours
- Fluent English-speaking tour guides • Entrance fees for attractions

Day 1 - YVR/Beijing

Check in at Vancouver International Airport for an afternoon flight. Cross the international dateline.

Day 2 – 6 Beijing

Arrive in Beijing, the Capital of China by midnight. You will be met at the airport by your tour guide and transferred to the hotel. Visit the **Tian An Men Square**, and the **Temple of Heaven**, built in 1420 A.D., for emperors to pray for a good harvest. Sightseeing today will continue with a tour of the **Palace Museum**, also known as the **Forbidden City**, home of 24 emperors with a total space of 9,999 rooms, and the **Summer Palace**. Tour bus excursion to the **Great Wall**, the 4,000 mile long and 2,000 years old. Visit the **Ming Tombs**. One of the 13 Ming Emperors' Tombs is fully excavated and open for exploration. Sightseings also include **Lama Temple**.

Day 6 – 7 Beijing/Xi'an

Fly to Xi'an, the Chinese ancient capital with 14 dynasties, followed by a bus trip to the ancient **City Wall** and the **Big Wild Goose Pagoda**. Evening will include a show featuring traditional Chinese music. Morning

tour bus excursion to **Terra-Cotta Warriors**, considered as the 8th Wonder of the World. Visit **Huaqing Spa Garden** and the **Banpo Museum**, featuring a pre-historical cave-man site.

Day 8 – Xi'an/Shanghai/Suzhou

Fly to Shanghai, followed by a bus trip to Suzhou for the **Lingering Garden**, **Tiger Hill**, **Hanshan Temple** and the **National Embroidery Institute** to see silk embroidery, a local craft with thousands of years of history.

Day 9 - 10 Suzhou/Shanghai

Afternoon tour bus trip to Shanghai. Visit the **Yu Garden**, a maze of marvelous pavilions, ponds, rocky works and overarching trees. Also visit the **Bund**, Shanghai's famous waterfront park. Tour the **Pudong Economic Development Zone**, seeing the fast speed of Chinese developing economy.

Day 11 - Shanghai/Beijing/YVR

Morning flight to Beijing to connect to the afternoon flight depart for Vancouver where you will arrive at 10:30am on the same day.

Price reflects Double occupancy
Add \$500 for single room supplement
Also come to see Terra-Cotta Warriors at Xi'an
Additional Tours are available
Valid passport and visa required
No vaccinations necessary
Post Departure Travel insurance
Including everything on itinerary, and the tax

An orientation meeting will be held

Time to be advised
At Morinville Chamber
10113 100 Ave.
Morinville, AB T8R 1P8
Or check up with Diane
Phone: 780-939-9462

Plan now to join Morinville Chamber group for this once in a lifetime China Adventure. Space is limited. Call Citslinc at 1-844.262.1100 for more information. Send trip registration form to fax 1-844-262-9900 or email address citslinc@yahoo.com

REGISTRATION FORM

Please use a separate form for each person traveling.

Contact Information

Full name exactly as it appears on your passport

Please check all that apply:

First _____ Middle _____ Last _____

What you'd like your luggage tags to say: _____

Address: _____

City: _____ St: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Who you are sharing a room with: _____

Who you would like to travel with: _____

Type of Room (please check one): 1 King Bed 2 Queen Beds Triple Beds

** When making your reservation, **IF YOU DO NOT PAY THE SINGLE SUPPLEMENT** you will be paired with another passenger of same gender who is also traveling alone, that has the same itinerary.

Deposit Information

A non-refundable registration fee of \$400 per person is due with your registration and is included in your total tour fare. The balance is due on or before July 15th, 2016.

- Check Enclosed (Payable to Citslinc International, Inc.) Check # _____
- Credit Card # _____ Exp. Date _____ CVV Code _____ Name on Card _____

A valid passport and Chinese Visa application is on passengers' responsibility. Please call Citslinc to learn the procedure of visa application.

Signature _____ Please mail or fax your registration form to: Citslinc International, Inc. 108 N. Ynez Ave., # 205, Monterey Park, CA 91754 • Toll Free (844) 262-1100 • FAX (844) 262-9900, Email: citslinc@yahoo.com

A non-refundable registration fee of \$400 per person is required and due at the time you register. This will be deducted from your total tour fare, the balance of which will be due by July 15, 2016. If you need to cancel the trip for any reason after July 15, 2016 you will be at a loss of \$500 on top of the \$400 registration fee, otherwise you will receive a full refund (minus the \$400 non-refundable registration fee). Securing or updating a passport is your responsibility. Passports must be valid 6 months past travel date. Travelers will need to provide their passport, signed visa application form, one passport photos and the visa application fee to Chinese Consulate visa application center. You might ask Citslinc help for your visa application.

There will be a valuable pre-tour briefing for all participants; date, time and location will be announced. We will answer all of your questions and familiarize you with details you will need to know. Citslinc International Inc. has 33 years of experience in the China tour business and we are confident we can respond to your inquiries to your satisfaction.

China is a modern country, so you need not feel as though you are preparing to travel back in time, to a less sophisticated society. In many instances, the country is not "behind" so much as "different." For example, you will find very few ATM machines, but travelers' checks and credit cards are accepted everywhere, so leave your checkbooks and check cards behind. The electricity in China is 220 volts and an adapter is required to operate even an American hair dryer. Both the adapter and the hair dryer are available at the hotels in which we will be staying, but it is recommended that you bring your own adapter if you will need to plug anything in. Though you will be treated to sumptuous regional foods, you will also find many American fast-food chains including McDonalds, KFC and Starbucks.



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

Committee Report Summary

Board Advocacy Committee Meeting Date: March 7, 2016

Submitted by Trustee: Trustee Tremblay

Committee/Event Name: Association of Professional Engineers and Geoscientists of Alberta (APEGA) President's Luncheon

Committee Meeting Date & Time: February 16, 2016

Summary of Agenda Items: APEGA Edmonton branch luncheon and President's visit

APEGA President	Discussed issues affecting Alberta due to the economic downturn and how we can work together to keep business moving forward
Mayor Don Iveson	spoke about his role in advocating with the Federal gov't for development and design, rather than just shovels in the ground
APEGA Foundation	I spoke with the CEO regarding APEGA's role in working with schools to grow the awareness and importance of Engineers in today's' Alberta

Highlights of Items Relevant to GSACRD:

The APEGA luncheon was a very useful forum to network with the diverse groups involved in building Alberta during difficult economic times. I was able to exchange ideas and thoughts about how school boards fit into the picture while opening the eyes of many business minded individuals.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 9

Good News (Communication & Community Relations)

PREPARED BY:

Carol Bruineman, communications manager

BACKGROUND:

Please see attached.

Good News

Regular Board Meeting

March 21, 2016

Community News

- The Bon Accord Catholic Residents group were successful at their recent 4X4 formation meeting in gaining support to form a Catholic Separate School District that would amalgamate with Greater St. Albert Catholic Schools if it receives Ministerial Approval! The process and resulting vote is an excellent example of the democratic process provided to families in Alberta.
- Thank you to all the participants who came out to the Community Conversation on February 24th to share perspectives on technology use in our schools. We appreciated receiving input from our staff members and the broader community on this important and evolving topic!

School News

- Many students had the opportunity to participate in the Way of the Cross this past month. Students and staff of **École Notre Dame and École Georges H Primeau** gathered on a Friday evening at St. Jean Baptiste Parish in Morinville to pray the Way of the Cross. Students led the devotion with readings and prayers. As well, **St. Albert Catholic High** students were joined by members of Criss Cross Ministry (District's youth ministry team) as they led a daytime devotion of the Stations of the Cross at St. Albert Parish
- There has been lots of cheering going on for the combined **R.S. Fowler and V.J. Maloney** Junior Cheer team that has secured themselves a spot at the provincials in April! We wish them continued success for the remainder of their season. Many thanks to the support that **Leanne Oake**, teacher at **SACHS** has put in with the team organizing tournaments. We are cheering!
- The basketball season wrapped up at many schools with several of the teams taking top spots! At **MCHS**, the grade nine girls took first place in their zone championships while the boys earned a second place standing. Meanwhile, at **SACHS**, the Junior Girls team won first place and took home their divisional banner this year, while their Senior Girls fought an exciting final game and took second place! Congratulations to all of our teams for an outstanding season!
- At **ESSMY**, students used their skipping talents to not only get some fabulous exercise but they ended up raising \$400 towards the Development & Peace initiative!
- Two of the students at **SACHS**, wrestlers Jaydan Manson & Jack McDougall won gold at Metro Edmonton Zones and then went on to respectively win the gold and silver medal at Provincials!



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 11.1

Board Policy Review

PRESENTERS:

David Keohane, superintendent of schools

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 14 – Hearings on Teacher Matters was last reviewed in March 2015 with no recommended changes.

No changes are recommended for this review.

RECOMMENDATION:

THAT the Board of Trustees approve the review of Board Policy 14 – Hearings on Teacher Matters with no changes.

HEARINGS ON TEACHER MATTERS

The Superintendent may transfer a teacher in accordance with section 104 of the School Act. The teacher may make a written request to the Board to have a hearing before the Board for the purpose of objecting to the transfer.

The Board shall conduct any hearings concerning the transfer of a teacher pursuant to Section 104 of the School Act, in accordance with the procedures.

Transfers

1. A teacher who has been given a notice of transfer by the Superintendent may make a written request to the Board to have a hearing before the Board for the purpose of objecting to the transfer within seven (7) days of receipt of the transfer notice.
2. The request for a hearing before the Board shall be submitted by the teacher to the Secretary-Treasurer with a copy being provided to the Superintendent.
3. The Board may set a date and time for the hearing requested not earlier than 14 days after the teacher receives the notice of transfer, unless the teacher agrees in writing to an earlier date.
4. The Secretary-Treasurer shall advise the teacher in writing of the date, time and location of the hearing.

Adjournments

1. Requests for adjournments may be granted by the Board Chair, where determined to be reasonable in the Board Chair's sole discretion. An application for an adjournment shall be made in the following manner:
 - 1.1 Where the request for the adjournment is made in advance of the hearing, it shall be made in writing to the Corporate Secretary by the teacher or the Superintendent, no less than seven (7) days before the originally scheduled date of the hearing.
 - 1.2 A request for an adjournment, although not submitted in accordance with clause 1.1, if supported with reasons that the Board Chair considers valid, including the reason the request was not submitted within the required time period, may be made in writing through the Corporate Secretary.
 - 1.3 The Board Chair may seek written submissions from each of the parties about whether to grant the adjournment.
 - 1.4 The Board Chair may take into consideration the timing of the request for the adjournment, the stated reasons for the request, the prior history of the requests for the adjournment of the matter, and the submissions made by the parties.

- 1.5 Where adjournments are granted in the course of a hearing, members of the Board are prohibited from disclosing the evidence presented or matters raised at the hearing, either amongst themselves or with the parties and their representatives or witnesses until the hearing is reconvened.

Pre-hearing Processes

1. Any written materials the teacher or the Superintendent wishes the Board to consider must be submitted to the Corporate Secretary, where possible, not less than four (4) calendar days prior to the scheduled date of the meeting. These materials will be exchanged between the teacher and the Superintendent, and only provided to the Board in advance of the hearing where a party requests their materials be provided to the Board in advance of the hearing. In such cases, the materials will be provided to the Board no earlier than four (4) calendar days prior to the scheduled date of the hearing.
2. Notwithstanding the above, the Board Chair shall reserve the right to receive such further documentation as is deemed relevant at the Board hearing.
3. The teacher or the Superintendent may be accompanied by counsel or another representative, and may bring witnesses if, not less than four (4) days prior to the scheduled date of the meeting, the following is provided by the teacher or the Superintendent in writing:
 - 3.1 The names of counsel, other representatives, and any witnesses; and
 - 3.2 An explanation satisfactory to the Board Chair as to why the witnesses' evidence may not be adequately presented in writing.
 - 3.3 The Board Chair shall advise, in writing, the party who has requested permission to bring witnesses to the hearing as to whether or not the request will be granted, as soon as reasonably practical after receiving the application.
 - 3.4 Notwithstanding the foregoing, the Board Chair reserves the right to allow such witnesses to appear at the hearing as are deemed advisable in the light of all the circumstances.

Procedure at Hearings

1. The Corporate Secretary will keep notes of the proceedings. The Board, in its sole discretion, may record the hearing via electronic means.
2. The hearing shall be conducted at an in-camera session of the Board.
3. The Chair will introduce all parties, and the parties and/or their representatives shall introduce all witnesses at the hearing.
4. The sequence of the hearing shall be as follows:
 - 4.1 Consideration of any preliminary objections;
 - 4.2 The Superintendent and the teacher shall be given an opportunity to make introductory and closing statements;

- 4.3 Submissions by administration, including any evidence by witnesses, where appropriate;
 - 4.4 Submission by the teacher, including any evidence by witnesses, where appropriate;
 - 4.5 An opportunity for administration to respond to the teacher's submissions;
 - 4.6 An opportunity for the teacher to respond to administration's submission;
 - 4.7 An opportunity for Trustees to ask questions of both parties and any of their witnesses will be made after each party's presentation. A Trustee may, through the Board Chair, also ask questions of a witness after the party calling the witness has completed their presentation;
 - 4.8 An opportunity for administration to make final comments;
 - 4.9 An opportunity for the teacher to make final comments.
5. No cross-examination of witnesses shall be allowed, unless the Board Chair deems it advisable.
 6. The Board will meet without the respective parties to the proceeding in attendance to arrive at a decision regarding the matter. The Corporate Secretary will remain in attendance. The Board may have legal counsel in attendance.
 7. If the Board requires additional information or clarification in order to make its decision, both parties to the matter will be requested to return to the hearing for the required additional information.
 8. The Board decision and the reasons for that decision will be communicated to the teacher by telephone and confirmed in writing following the hearing.

Legal Reference: Section 104, 105, 107, 109, School Act



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.1

By-Election Plans 2016 – St. Albert Ward (One Trustee)

PRESENTER:

Deb Schlag, secretary-treasurer

BACKGROUND:

The last General Election took place on October 21, 2013. The next General Election is scheduled for October 2017. According to section 251(2b) of the *School Act*, as Trustee Caron's resignation was tendered and effective during the 3rd year following a general election, **a by-election is not necessary; the position can remain vacant.**

At the January 25, 2016 Regular Meeting, motion 121/16 made by Trustee Crockett was defeated by a tie vote:

THAT the Board of Trustees confirm there is no intent to hold a by-election to fill the vacant seat in the St. Albert Ward; the seat will remain vacant until the next General Election in October 2017.

DEFEATED (3 in favour; 3 opposed – McEvoy, Proulx, Tremblay)

By defeating the motion that was moved by Trustee Crockett (however unintended) **obliges** the Board to hold a by-election to fill the vacant seat.

The Board passed motion 137/16, introduced by Trustee Crockett, at the February 8, 2016, Regular Meeting of the Board to explore and confirm plans for a by-election, further confirming the Board's intent to hold a by-election to fill the vacancy in St. Albert as a result of Trustee Caron's resignation. Motion 137/16 is as follows:

THAT the Board of Trustees direct the secretary-treasurer to explore and confirm plans for by-election, further to the defeated motion on January 25, 2016, to arrive at an optimal by-election date in 2016 and report back to the Board as soon as possible, but no later than March 21, 2016.

CARRIED (6/6)

Information was gathered and discussions were subsequently held with several individuals in February and March for personnel availability and assistance during the entire process. Based on availability of personnel and the preparation involved to ensure adequate information is available to candidates, the earliest the By-Election could take place is over the summer. An estimated cost for this By-Election is \$5,000 (\$2,500 for personnel/supplies and \$2,500 for advertising of the required Statutory Notices placed in local papers/media).

Approval from the Board will be required for the by-election to proceed. Four options, complete with timelines, are presented on the attached page.

Election Related Events	OPTION 1	OPTION 2	OPTION 3	OPTION 4
	Summer / Oath @ Org Mtg	Late Summer Nomination	General Election Format	Later than General
Provide for 1st Notice of Nomination Day	Monday, July 11	Monday, August 8	Monday, September 5 (Sep3)	Monday, September 12
Provide for 2nd Notice of Nomination Day	Monday, July 18	Monday, August 15	Monday, September 12	Monday, September 19
Nomination Day (4 weeks prior to election date)	Monday, July 25	Monday, August 22	Monday, September 19	Monday, September 26
Prepare Notice of Advance Poll	Monday, August 1 (July 30)	Monday, August 29	Monday, September 26	Monday, October 3
Provide for 1st Notice of Election Day	Monday, August 8	Monday, September 5 (Sep3)	Monday, October 3	Monday, October 10 (Oct 8)
1 st Advance Poll (5:00 pm to 8:00 pm)	Wednesday, August 10	Wednesday, September 7	Wednesday, October 5	Wednesday, October 12
Provide for 2nd Notice of Election Day	Monday, August 15	Monday, September 12	Monday, October 10 (Oct 8)	Monday, October 17
2 nd Advance Poll (5:00 pm to 8:00 pm)	Wednesday, August 17	Wednesday, September 14	Wednesday, October 12	Wednesday, October 19
Last Day for holding Advance Poll	Saturday, August 20	Saturday, September 17	Saturday, October 15	Saturday, October 22
By-Election Day	Monday, August 22	Monday, September 19	Monday, October 17	Monday, October 24
Last Day to request a RO to recount Ballots	Wednesday, August 24	Wednesday, September 21	Wednesday, October 19	Wednesday, October 26
RO - Declares Election Results at Noon	Friday, August 26	Friday, September 23	Friday, October 21	Friday, October 28
Trustee - Oath of Office @ Org Meeting (Option 1)	Monday, August 29	Next Reg Board Meeting	Next Reg Board Meeting	Next Reg Board Meeting

Dates Unavailable for Nomination Day (reason for gap between Option 2 & 3):

Monday, August 29

District Opening Mass / Blueprints Day (Offices Closed)

Monday, September 5 (Sep3)

Labour Day - Statutory Holiday (Offices Closed)

Monday, September 12

4 weeks from date is Thanksgiving Day - Statutory Holiday (Offices Closed)

Although Option 1 is a summer option, it is intended for the successful candidate to take the Oath of Office at the Organizational Meeting of the Board following the by-election on August 22nd, which at this point is scheduled for Monday, August 29, 2016. This would provide one full year of service with a full complement of Trustees (7/7).

Should there only be one candidate interested in running for the Office of Trustee on the Nomination Day presented in Option 1 (July 25th, 2016), that person would be acclaimed and still take the Oath of Office at the Organizational Meeting of the Board, scheduled for Monday, August 29, 2016.

The person would then have the opportunity to weigh in on Board meeting dates for 2016-2017 and committee assignments at the Organizational Meeting on August 29, 2016.

Option 2 presents a mid-September election date (maximum voting potential), with a Nomination Day of August 22 (which is still during the summer break). Nomination papers may be handed in by any person, not necessarily by candidates which appears to provide greater flexibility to a date in the late part of August to any potential candidate being away at that time.

Option 3 is outlined during the usual time period an election would be held in a General Election Year and Option 4 is the same but one week later.

RECOMMENDATIONS:

No.1:

THAT the Board of Trustees approve the date for the by-election to fill the one vacancy in the St. Albert Ward as _____, 2016 and that all other associated dates for required actions be in accordance with timelines outlined in the *Local Authorities Election Act*.

No.2:

THAT the Board of Trustees appoint Deborah Schlag, Secretary-Treasurer for Greater St. Albert Catholic Schools, as Returning Officer for the school board by-election of one Trustee in the St. Albert Ward on _____, 2016.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.2

Board Meeting Schedule Revision

PRESENTERS:

Deb Schlag, secretary-treasurer

BACKGROUND:

The Government of Alberta Spring Session of the Legislature opened on March 8, 2016 and Finance Minister, Joe Ceci, confirmed Alberta's budget delivery on April 14, 2016. He has already signalled it will not be a good news day.

Since this date is later than the previous year's budget release on March 26, 2015, it will not be possible to hold a Committee of the Whole Meeting for Budget purposes on April 18, 2016 as scheduled, considering April 15-16, 2016 is the Trustees Planning Meeting.

Administration is suggesting the following changes to the current meeting schedule:

April 18, 2016 – Cancel Meeting of Committee of the Whole Meeting for Budget review

May 16, 2016 – Cancel Regular Meeting Scheduled

May 16, 2016 – Reschedule for Committee of the Whole Meeting for Budget review

OR

Keep the May 16, 2016 meeting as scheduled and set another date of May 19 or May 20 for Committee of the Whole Meeting for Budget review.

RECOMMENDATION:

THAT the Board of Trustees cancel the May 16, 2016 Regular Meeting and reschedule the date for a Committee of the Whole Meeting for Budget 2016-17 review.

OR

THAT the Board of Trustees reschedule from April 18, 2016 to _____ for the date of a Committee of the Whole Meeting for Budget 2016-17 review.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.3

2017-2020 Capital Plan

PRESENTER: Deb Schlag, secretary treasurer

BACKGROUND:

The fiscal year for Capital Plans is April 1 to March 31. The Three-Year Capital Plan must be submitted by April 1st of the year prior to the commencing year of the plan. For example, the plan submitted on April 1, 2015 was for the years 2016-2019, so this year's submission will be for the years 2017-2020.

Ron Gamache, Manager of Operations, will be responsible for the electronic submission. *Important note: Capital Plans may be updated and/or re-prioritized at any time via Board Motion.*

Following are the requirements for this year's submission:

- The submission deadline is April 1, 2016.
- All components of a project must be included in a single submission (e.g., a modernization with a small addition and a partial demolition of a school is one project)
- All projects, regardless of category, must be prioritized into a single list from highest to lowest priority.
- Be sure to append all required attachments, including site checklists. For new construction, details regarding site readiness and servicing are essential for project consideration and evaluation.

It is recommended that the Board consider each individual project prior to assigning it as part of the Capital Plan (see page 4 of the attached document).

RECOMMENDATION:

THAT the Board of Trustees approve the Three-Year Capital Plan for 2017-2020 with the following project(s) _____ and ranked priorities, with electronic submission to follow on or before the April 1, 2016 submission deadline.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.4

New: Policy 19 – Acknowledging Territories of Indigenous Communities within District Events

PRESENTER:

David Keohane, superintendent of schools

BACKGROUND:

In order to model the advancement of local, provincial, and federal reconciliation with indigenous communities in Canada for the communities that the Board serves, the attached policy is relevant and timely.

Further to items 6, 7, and 9 of Policy 10 (Policy Making), a proposed draft policy is provided. Feedback to this draft is encouraged. It is intended that a subsequent draft for Board approval would be brought before the Board at the April 11th Regular Meeting.

Following the April 11th review, a copy of the policy and the amended Administrative Procedure impacting school operations will be presented to the Policy Advisory Committee.

It is anticipated that the Board would bring final approval to this policy at its April 25th regular meeting.

RECOMMENDATION:

THAT the Board of Trustees review and make recommendations for Draft Policy 19 – Acknowledging Territories of Indigenous Communities within District Events.

ACKNOWLEDGING TERRITORIES OF INDIGENOUS COMMUNITIES WITHIN DISTRICT EVENTS

Background Statement

Catholic social teaching explains that every human being is created in the image and likeness of God and therefore has inherent dignity. No human being should experience one's personal dignity or freedom compromised. Since oppression and injustice make it impossible to live a life commensurate with dignity, it is important for our educational communities to pay full respect to the historical circumstances, traditional and existing lands, and cultural values of our First Nation and Métis people.

Acknowledging the territory is a way of honouring and showing respect for groups of people who have been living and working on the land of district meeting places from time immemorial. Therefore this policy addresses processes through which our Board of Education and schools will rightfully acknowledge First Nations and Métis Territory within our District.

Procedures

1. Distinctions need to be made regarding the case for *welcoming* and *acknowledging* First Nations, Métis, or Inuit (FNMI) people. The only trustees or employees who would welcome a gathering of people to the territory where an event is being held are people who are traditionally / originally from the territory. Therefore, unless an FNMI representative of the district is bringing greetings, all formal recognition will take the form of an *acknowledgement* of territory.
2. Acknowledging territory will be initiated immediately following prayers to begin any public meeting of the Board. Schools will be expected to make an acknowledgement of territory at any public awards or school celebration gathering where the student and parent community has been invited. Specifics regarding acknowledgement at the school level will be addressed in AP 160: Event Protocol.
3. The Board chair or designate for the purpose of chairing a board meeting, will acknowledge territory, and will not ask a public member to acknowledge territory, as the meeting is the Board's responsibility on behalf of the public that the Board represents.
4. It is not necessary for the Board to rely upon a First Nations or Métis person to bring a territorial acknowledgement to a public meeting.
5. In the event that the Board is travelling and conducting a meeting in another traditional territory other than its own, the Board will make its best effort to seek out the name of

the territory specific to the meeting place, and incorporate that territory into the acknowledgement.

6. The generally accepted acknowledgment for meetings will be as follows:
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.
7. In the spirit of supporting the outcomes of the Truth and Reconciliation Commission of Canada, the following addition to the previously stated acknowledgment will be stated at the opening Regular Meeting of the School Year, and the first Regular Meeting in January, and at the last Regular Meeting in June:
We acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.
8. At the discretion of the Board chair, the additional acknowledgment stated in item 7, may be read when chairing a meeting the presence of First Nation / Métis people, or First Nation / Métis elders.

EVENT PROTOCOL

Background

The Superintendent has been given the responsibility to ensure positive external and internal communications are developed and maintained. Proper protocol is to be followed for events organized by the Board or its schools.

At least one Trustee should be present at significant District or public school events (e.g. graduation ceremonies, awards nights, community open-houses, orientation nights for parents). It is expected that event organizers will extend an invitation to all Trustees and the Superintendent to attend all such events.

The success of a District or school event depends largely on good planning, as well as having a defined agenda and purpose for the event. If the event is well planned protocols should flow smoothly.

Protocols will vary from one situation to another, depending on who is involved in the particular event. Accordingly, in the planning for an event, the order of introductions and speakers must be given special attention.

Procedures

1. Introduce the most senior dignitaries first; for example,
 - 1.1 **The Bishop**
 - 1.2 **Other Clergy**
 - 1.3 Members of the Senate representing Alberta
 - 1.4 MPs (cabinet members first)
 - 1.5 MLAs (cabinet members first)
 - 1.6 Civic officials (Mayor or Reeve first)
 - 1.7 Board Chair
 - 1.8 Other civic councilors and trustees
 - 1.9 **Elders and Tribal Council members**
 - 1.10 Senior bureaucrats and heads of other organizations
 - 1.11 Prominent community members
2. When organizing an event within the schools of GSACRD the introductions will take place in the following order:

- 2.1 Board Chair
 - 2.2 Vice Chair
 - 2.3 Trustees in attendance
 - 2.4 Superintendent, Deputy Superintendent, Secretary-Treasurer
 - 2.5 Principal and Vice Principal
3. When organizing the order of speakers, protocols dictate that the most senior dignitary speaks last.
 4. Seating should be arranged so that the most senior dignitary is closest to the podium at all times.
 5. Trustees should be introduced at all times.
 6. Provision should be made for Trustees and other important guests to be greeted by staff or students.
 7. As audience members, dignitaries should be provided with reserved seating in the front row.
 8. Invitations to Trustees should be issued by an individual invitation to the Central Office. The role and expectation should be defined in the invitation.
 9. Provisions for parking should be made for dignitaries and Trustees.
 10. Trustees should be notified at least two weeks prior to the event.
 11. The Office of the Superintendent should be contacted if a speaker is required at the Board or District level.
 12. The Trustee invitation and Central Office notice should indicate who will serve as the Master of Ceremonies.
 13. When no Trustee is available to attend, the MC will be advised to express regrets on behalf of the Board.
 14. For assistance, contact the Office of the Superintendent.

Royal and Other Special Visits

While extremely rare, school boards or schools occasionally may be included in royal visits (including those of Canada's Governor-General and/or Alberta's Lieutenant Governor); visits by the Prime Minister or Premier, senior cabinet ministers, ambassadors; or other prominent dignitaries. In such circumstances, the formal protocol of either the Government of Canada or Province of Alberta takes precedent. Information on proper protocol in these special circumstances can be obtained from the Government of Alberta. Central Office must be contacted in these instances.

In these circumstances, it is expected local event organizers will ensure local trustees are properly recognized and included in the event whenever possible.

Acknowledging First Nations and Métis Territory within School Events

1. The importance of acknowledging First Nations and Métis Territory within school events is specified in Board Policy 19.
2. Schools are expected to make an acknowledgment of territory at school assemblies, awards nights, graduation ceremonies, or any other public meeting that is deemed to be of importance.
3. In the event that any of the community events previously described occurs outside of the School District, the school will make its best effort to seek out the name of the territory specific to the meeting place, and incorporate that territory into the acknowledgment.
4. The generally accepted acknowledgment for meetings will be as follows:
School Name acknowledges that it is gathering on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation.
5. An acknowledgment will take place immediately following a gathering prayer or as a first order of business at a community event.
6. Should a Chief be present at a school event, he/she should be introduced as the first of all senior dignitaries.
7. Elders or designates for a tribal authority will be introduced under the category of “prominent community members.”

Revised: March 7, 2016

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



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.5

Response to Regular Board Meeting Packages Request

PRESENTERS:

David Keohane, superintendent of schools

BACKGROUND:

At the February 22nd, 2016 regular meeting, the following motion was approved:

THAT the Board of Trustees direct the superintendent to explore agenda meetings on Wednesdays prior to the regular meeting with distribution on the Thursday and bring back information on the feasibility to the Board for consideration on March 21, 2016.

In reviewing this request, senior administration is confident that with a meeting schedule that occurs every two weeks (accommodated through longer daytime meetings) a 72-hour notification period would be very achievable.

Between now and the end of the school year, there are 10 scheduled meetings of the board over a 12-week period. The tightness of this schedule will become most pronounced in April, where there are four scheduled meetings through a four-week period.

In reviewing our processes, what is most important in order to provide the Board with sufficient material for deliberation, are the following considerations:

- One day is required and dedicated to the debriefing and the review of documentation that is completed for the next package following a Board meeting.
- Two days minimum are required to address the completion of board meeting documentation and have it ready for a board meeting agenda meeting. This timeframe is often impacted by the level of response that is needed to address internal and/or external clients who require that their operational needs will be addressed.

In order to ensure that there is adequate time to address Board requests fully and accurately so that the Board may respond to its public most effectively, having weekly back to back Board meetings makes it difficult and in some cases not possible to gather the information to produce the package within the timeframe being requested.

Reporting to the Board is of utmost importance to senior administration, and extending the distribution of packages to the board by more than a 48-hour period will further reduce the time that is available to conduct effective reporting to the Board.

The best practice across the province for preparation of board packages is that distribution timelines are aligned with the number of meetings held in a month. In instances where there are monthly meetings for a board, packages are made available to the board between 48 hours to one week in advance. In jurisdictions across the province with more board meetings as frequent as Greater St. Albert Catholic Schools, the schedule for the distribution timeline for packages is 48 hours prior to the meeting.

This leads to my recommendation that if a lengthier than 48-hour period is deemed to be necessary by the Board, that it should be pursued for the 2016 – 2017 school year, with consideration to have bi-weekly meetings under a lengthier day time meeting protocol.

RECOMMENDATION:

THAT the Board of Trustees consider the extension of the timeline between package distribution when it plans for its 2016 – 2017 meeting framework, and does so by arranging for bi-weekly meetings.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 12.6

Tracking System for Motions and Requests for Information

PRESENTERS:

David Keohane, superintendent of schools

BACKGROUND:

At the February 22nd, 2016 regular meeting, the following motion was approved:

THAT the Board of Trustees directs the superintendent to design a tracking report containing board motions and trustee request for information using the provided samples as guidelines.

Tracking reports for Board motions are being completed using an Excel format. This document is being updated to current date as time and administrative support will permit. The document will be located in the Trustee Shared Folder in Google Drive. The Request for Information Tracking Report has been moved to the Trustee Shared Folder in Google Drive.

RECOMMENDATION:

THAT the Board of Trustees receive this status update as information to support Board accessibility to board motions and trustee requests for information.



BOARD OF TRUSTEES REGULAR MEETING

MARCH 16, 2016

ATTACHMENT FOR AGENDA ITEM 12.7

2016 Edwin Parr Teacher Award Nomination

PRESENTER:

Sean McGuinness, 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. Edwin Parr Teacher Award presentations will take place at the ASBA Fall General Meeting in November.

RECOMMENDATION:

THAT the Board of Trustees approve the nomination of Aaron Adams from Richard S. Fowler Catholic Jr. High School as the district's nominee for the 2016 Edwin Parr Teacher Award.



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

Board Chair Correspondence

Attachment for Agenda Item 14.1.1

As reported by the Board Chair

Regular Board Meeting Date: March 21, 2016

	Date of Correspondence	Sender	Subject of Correspondence
1.	February 25, 2016	GSACRD Board Chair to Archbishop Smith	New St. Albert School Name
2.	February 25, 2016	GSACRD Board Chair to Bishop Terrio	New Morinville School Name
3.	February 25, 2016	GSACRD Board Chair to Mayor Holmes and Council	New Morinville School Name
4.	February 25, 2016	GSACRD Board Chair to Mayor Crouse and Council	New St. Albert School Name



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 14.1.2

Annual Reciprocal Use Meeting Agenda Items

PRESENTERS:

Noreen Radford, trustee

BACKGROUND:

The Annual Reciprocal Use Meeting will take place May 12, 2016. In preparation for the meeting, the agenda will need to be circulated to the other school boards involved and the City of St. Albert. The draft agenda is attached (for Trustees only) and items of interest to GSACRD can be added at this time. Items supported by the majority of the Board will be added to the agenda.

RECOMMENDATION:

THAT the Board of Trustees approve the following additions to the May 12, 2016 Annual Reciprocal Use Meeting agenda:



BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 14.2

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 21, 2016**

***Educational Leadership**

Alberta Education Field Services Letter

On December 14, 2015, Field Services from Alberta Education provided its annual review of our processes dedicated to meeting the provincial policy and requirements for School Board Planning and Results Reporting. The meeting was also dedicated to reviewing the overall progress of the jurisdiction in meeting provincial goals and outcomes. Of note in the attached letter from the ministry is the following information:

"I commend the jurisdiction for the achievement and improvement results in Safe and Caring Schools and Continuous Improvement. I'm also pleased with the overall excellent results in Student Learning Opportunities for your FNMI population. I'd also like to commend the jurisdiction on its continuous improvement using Result Assessment Methodology. Your framework for action clearly delineates your goals and outcomes and processes that build strong results." (Attached)

Educational Leadership – Student Welfare

Field Trip Activity Report

Assistant Superintendent, Sean McGuinness, will provide an update on field trip activity in GSACRD. (Attached)

Fiscal Responsibility

Quarterly Financial Report

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

Plant Operations and Maintenance (PO&M) and Infrastructure Maintenance and Renewal (IMR)

Secretary-Treasurer, Deb Schlag, will provide updates on Plant Operations and Maintenance (PO&M) and on Infrastructure Maintenance and Renewal (IMR). (Attached)

Communications and Community Relations

Community Conversation Report

A community conversation was held on February 24, 2016 at St. Albert Catholic High School. A report for the community conversation is attached.

Memorandum of Understanding (MOA) – Emergency Preparedness

Secretary-Treasurer, Deb Schlag will provide information regarding an MOA between The City of St. Albert and GSACRD. (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.



February 23, 2016

Mr. David Keohane
Superintendent
Greater St. Albert Roman Catholic Separate School District
6 St. Vital Ave
St. Albert, Alberta
T8N 1K2

Dear Mr. Keohane:

I'd like to thank you and David Quick for meeting with me to discuss Greater St. Albert Roman Catholic Separate School District's **2015/2016 - 2017/2018 Three Year Education Plan and 2014/2015 Annual Education Results Report**. It is always a pleasure to hear about your past results and your plans for the upcoming years.

I appreciated the information you provided and even more so, our discussion of the planning activities underway. I commend the jurisdiction for the achievement and improvement results in Safe and Caring Schools and Continuous Improvement. I'm also pleased with the overall excellent results in Student Learning Opportunities for your FNMI population.

I'd also like to commend the jurisdiction on its commitment to continuous improvement using Result Assessment Methodology. Your framework for action clearly delineates your goals and outcomes and processes to build strong results.

From my review, the planning and reporting processes established by the jurisdiction are aligned with the planning and reporting requirements established by the Ministry of Education in the **Policy and Requirements for School Board Planning and Results Reporting April 2015**. The plan and annual report include all required elements. Please express my appreciation to those who coordinated and assisted in the creation of the thoughtful and detailed plan and report. I hope that our ongoing dialogue will support your efforts to enhance student success in your jurisdiction.

Mr. David Keohane

Page 2

If you require any assistance in your planning or reporting process or any other matter, please do not hesitate to contact Kathy Toogood at 310-0000, then 780-638-9436 or kathy.toogood@gov.ab.ca.

Sincerely,



Cynthia Drumond
Education Manager
System Assurance Branch

- cc. Noreen Radford, Board Chairperson
- Doreen Lupaschuk, Director, Greater Edmonton Services Branch
- Kathy Toogood, Education Manager, Greater Edmonton Services Branch



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 16, 2016

TO: David Keohane
Superintendent of Schools

FROM: Sean McGuinness
Assistant Superintendent of HR & Leadership Services

RE: Out-of-Province Field Trip Report for 2015/2016

Please find attached, the current Out-of-Province Field Trip Report for the 2015/2016 school year. Eleven (11) field trip requests have been submitted in total with five (5) being received since June 30, 2015. Included in these five, is one proposed field trip for the 2016/2017 school year.

The Boston, Massachusetts and New York, New York trip proposed by MCHS has been cancelled due to lack of student interest and the Anaheim trip has been canceled due to world events at that time.

The report details the stage of the approval process as of March 16, 2016.

Respectfully,

Sean McGuinness
Assistant Superintendent,
Human Resources/Leadership

Faith in Our Students

PASSION • RELATIONSHIPS • COMMITMENT • HOPE • INNOVATION • EXCELLENCE



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: March 15, 2016

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
MCHS	Boston, Massachusetts and New York, New York, USA	Oct 8 – 13, 2015	✓	Canceled - Due to lack of student interest.	10 - 12	Students will begin their tour in Boston, Massachusetts, and then continue to New York, New York, United States. They will tour historical as well as artistic sites to support the social studies and fine arts programs.
SACHS	New York, New York, USA	November 6-11, 2015	✓	✓	10-12	This trip and tour of New York has a dynamic connection to the Fine Arts Program 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.
SACHS	Victoria, BC	December 10-12, 2015	✓	✓	10-12	Participation in Victoria Christmas Senior Girls basketball Tournament in Victoria, BC. 32 teams in 2 divisions. Top teams in Victoria, BC will be venues.
SACHS, ESSMY, St. Gabe's, MCHS	Anaheim, California, USA	February 24-28, 2016	✓	Canceled	10-12	Students will travel to Anaheim and join 15,000 Catholic Teenagers to experience and live their Catholic faith while attending the RE Congress. Along with attending the conference students will have a chance to visit a High School to build relationships with students abroad, attend mass and a youth group gathering and build relationships among the leadership team.
MCHS	Tokyo, Kyoto, Nara, Hiroshima, Osaka and Hakone, Japan	March 24 – April 6, 2016	✓	✓	10-12	This tour begins in Tokyo and main sites visited include Kyoto, Nara, Hiroshima, Osaka and Hakone. Students will be exposed to modern marvels such as the humanoid robot at the Honda Welcome Center and shop for the latest gadgets at the Electronics Store Yadabashi Akiba. Students will be

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

David Quick, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2016



GREATER ST. ALBERT CATHOLIC SCHOOLS

Out-of-Province Field Trip Committee Report

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
						immersed in the Japanese culture through participation in activities involving anime, tea ceremonies and a cooking class for traditional Soba noodles. The Shinto and Buddhist shrines and temples they will visit speak to the spirituality of the Japanese people and the students will have an opportunity to celebrate their Catholic faith on Easter Sunday with Christian Japanese. They will experience the natural beauty of Japan with its bamboo forests and magnificent views of the verdent Japanese countryside and its famous Mt. Fuji. History comes alive with the exploration of castles from the imperial era such as Himeji Castle in Osaka and they will witness the sombering effects of the atomic bomb in Hiroshima.
ESSMY	Sea of Cortez, Mexico	April 24 - May 1, 2016	✓	✓	10-12	An 8-day marine biology study in the Sea of Cortez 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.
MCHS	Vancouver, BC	May 3-7, 2016	✓	✓	9-12	This field trip serves the music band program at MCHS through public performances, music clinic and team building.
ESSMY	Toronto, Niagara Falls, Ottawa, Montreal and Quebec City	May 16-22, 2016	✓	✓	8-9	This 7 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 visit it's historical sites and the famous falls. Our visit will take us to Ottawa to visit museums and historical establishments (Diefenbunker, the Supreme Court and the Parliament). We will then travel to Montreal to visit 2 location. Our trip will finally take us to Quebec City to visit the fortified city, Place Royale, interactive theatrical presentation and a visit at a Sugar Shack.

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

David Quick, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2016



GREATER ST. ALBERT CATHOLIC SCHOOLS

Out-of-Province Field Trip Committee Report

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
GHP	Canadian Maritimes: Nova Scotia, New Brunswick and Prince Edward Island	May 26 - June 1, 2016	✓		8	City tours of Halifax, 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 enjoy both English and French/Acadian cultures, cuisines and faith activities.
Legal	Toronto, Niagara, Ottawa	May 18-23, 2016	✓	✓	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, Skydome, Much Music, Hockey Hall of Fame, Kensington Market, Lake Ontario, Niagara Falls, Maid of the Mist, Marine Land, 1000 Islands, St. Lawrence Seaway, Byward Market, Rideau Canal, Parliament Buildings, Prime Minister and Governor General's mansion.

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

David Quick, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2016



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: March 15, 2016

School	Trip	Dates	Approved in Principle	Approved in Full	Grade(s)	Comments
ESSMY	Belgium and France	March 24- April 2, 2017			10-12	ESSMY High School students will travel to Belgium and the North of France to tour the areas of the 1 st and 2 nd World War Battlefields. Students will be able to learn about Canada's role in the 2 World Wars and how our nation was shaped by its involvement in their acts of courage and patriotism. ESSMY students will be able to share in the once-in-a-lifetime experience of walking through the trenches of Vimy prior to the 100 th anniversary celebration in April 2017. They will walk other significant battlefields and journey where our young heroic soldiers once fought for our country.

District Out-of-Province Field Trip Committee:

Sean McGuinness, Assistant Superintendent of HR and Leadership Services

David Quick, Assistant Superintendent of Learning Services

Deb Schlag, Secretary Treasurer

March 2016



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

To: David Keohane, Superintendent
From: Deb Schlag, Secretary-Treasurer
Date: March 14, 2016
Re: 2015-2016 Quarter 2 Financial Report to February 29, 2016

The attached Second Quarter Financial Report to **February 29, 2016** includes actual Revenues and Expenditures recorded to **February 29, 2016**, as well as a reasonable forecast to August 31, 2016.

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, 2016 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, 2016, where the original budget only has estimates.

The majority of transportation fees are collected in September & October, by which time most parents pay in full, however the fees collected to date are under budget by 12% from the Fall Budget update. This situation is likely due to higher than expected waiver requests (after Nov 30) and the increased use of installments through the online payment system (new for this year).

Revenues from the Program Unit Funding (PUF) area are lower than expected by just over \$636,000 for both the ECS Basic Grant for eligible PUF children and the PUF grants due to lower than expected enrolment (by 17+/- children). This situation was not known at the time of the Fall Update as intake was ongoing to February 2016, when the PUF Budget confirmation was submitted to AB ED. The PUF Budget has been adjusted to reflect the revised revenue and respective required decrease in expenditures. This value, \$636,000, accounts for the major difference in District Revenue when compared to the Fall Update Budget – an overall variance of \$772,892, leaving a difference of \$137,000 (+/-) in various categories, which are still only estimated at this point.

Most line items are tracking as expected and Expenditures are in line with the Fall Budget, keeping in mind respective Revenues. As of the Quarter 2 Report, the District currently has an overall **projected deficit of (\$40,026)** to complete the year on August 31, 2016 (compared to the **projected deficit of (\$103,203)** as of the Quarter 1 Report on November 30, 2015). Please keep in mind that the remaining 6 months of projections are in alignment with the budget and the Quarter 3 report, as of May 31, 2016, will be more informative as three quarters of the year's actual expenditures will have been reported and the forecast will be tighter.

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2015-2016 STATEMENT OF REVENUES AND EXPENSES Actual Results to Budget Comparisons for the Quarter Ending February 29, 2016

	Fall		Original		Actuals to	Forecasted Amounts for	Projected Total @	Projected Total to Budget	Forecasted % to	Actuals for	Actuals for	Actuals for
	Revised Budget	Actuals % to	Approved Budget	Actuals % to								
	2015/2016	Fall Budget	2015/2016	Org. Budget	Feb 2016	Mar to Aug	Aug 31, 2016	Variance	Budget	2014/2015	2013/2014	2012/2013
REVENUES												
Government of Alberta	\$51,841,696	52.6%	\$50,562,117	53.9%	\$27,272,865	\$23,707,877	\$50,980,742	\$418,625	100.83%	\$51,558,420	\$54,231,364	\$61,724,050
Government contributions to ATRF	\$3,919,020	47.9%	\$3,919,020	47.9%	\$1,875,270	\$2,081,625	\$3,956,895	\$37,875	100.97%	\$3,582,024	\$3,822,544	\$3,364,291
Federal Government and/or First Nations	\$187,492	41.6%	\$129,000	60.5%	\$78,000	\$78,000	\$156,000	\$27,000	120.93%	\$130,509	\$130,512	\$127,028
Other Alberta school authorities	\$0	-	\$0	-	\$32,828	\$32,415	\$65,243	\$65,243	-	\$0	\$49,720	\$55,354
Out of province authorities	\$0	-	\$0	-	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0
Property Taxes	\$7,783,200	33.4%	\$7,783,181	33.4%	\$2,601,273	\$5,215,923	\$7,817,196	\$34,015	100.44%	\$7,810,316	\$2,753,268	\$0
Instruction resource fees	\$2,582,785	44.6%	\$2,494,050	46.2%	\$1,152,695	\$1,107,692	\$2,260,387	(\$233,663)	90.63%	\$2,931,321	\$2,868,526	\$2,625,562
Transportation fees	\$722,875	85.2%	\$578,400	106.5%	\$615,990	\$34,156	\$650,146	\$71,746	112.40%	\$599,909	\$610,455	\$372,008
Other sales and services	\$80,000	182.1%	\$80,000	182.1%	\$145,651	\$59,590	\$205,241	\$125,241	256.55%	\$103,787	\$120,709	\$116,732
Investment income	\$50,000	58.0%	\$50,000	58.0%	\$29,003	\$20,250	\$49,253	(\$747)	98.51%	\$65,230	\$60,885	\$50,680
Gifts and donations	\$50,000	13.3%	\$50,000	13.3%	\$6,632	\$57,129	\$63,761	\$13,761	127.52%	\$216,626	\$149,556	\$84,473
Fundraising	\$200,000	0.0%	\$200,000	0.0%	\$0	\$200,000	\$200,000	\$0	100.00%	\$316,584	\$265,505	\$321,371
Rentals of facilities	\$221,570	91.1%	\$193,720	104.1%	\$201,746	\$0	\$201,746	\$8,026	104.14%	\$184,745	\$154,596	\$131,845
Gains on disposal of capital assets	\$0	-	\$0	-	\$0	\$8,500	\$8,500	\$8,500	-	\$2,400	\$1,500	\$3,000
Amortization of capital allocations	\$1,617,109	100.0%	\$1,569,896	103.0%	\$1,617,109	\$0	\$1,617,109	\$47,213	103.01%	\$1,594,956	\$1,688,751	\$1,686,537
Other revenue	\$1,078,993	2.7%	\$1,078,993	2.7%	\$29,629	\$1,300,000	\$1,329,629	\$250,636	123.23%	\$1,453,406	\$1,080,531	\$1,276,986
TOTAL REVENUES	\$70,334,740	50.7%	\$68,688,377	51.9%	\$35,658,691	\$33,903,157	\$69,561,848	\$873,471	101.27%	\$70,550,233	\$67,988,422	\$71,939,917
EXPENSES												
Certificated salaries	\$32,437,412	50.6%	\$32,266,809	50.9%	\$16,422,922	\$15,818,515	\$32,241,437	\$25,372	99.92%	\$31,875,970	\$31,824,558	\$32,841,123
Certificated benefits	\$3,752,084	40.6%	\$3,646,234	41.8%	\$1,523,084	\$2,269,250	\$3,792,334	(\$146,100)	104.01%	\$3,926,996	\$3,595,233	\$3,804,222
Government contributions to ATRF	\$3,919,020	47.9%	\$3,919,020	47.9%	\$1,875,270	\$2,081,625	\$3,956,895	(\$37,875)	100.97%	\$3,582,024	\$3,822,544	\$3,364,291
Non-certificated salaries and wages	\$10,287,762	52.7%	\$9,719,339	55.8%	\$5,418,600	\$4,099,595	\$9,518,195	\$201,144	97.93%	\$9,948,863	\$9,900,712	\$10,272,029
Non-certificated benefits	\$2,777,696	51.4%	\$2,624,222	54.4%	\$1,427,670	\$1,233,997	\$2,661,667	(\$37,445)	101.43%	\$2,692,788	\$2,741,700	\$2,788,985
Services, contracts and supplies	\$15,026,079	45.7%	\$14,335,070	47.9%	\$6,869,682	\$8,340,633	\$15,210,315	(\$875,245)	106.11%	\$16,018,059	\$14,642,980	\$15,284,693
Capital and debt services												
Amortization of capital assets												
supported	\$1,617,109	100.0%	\$1,569,896	103.0%	\$1,617,109	\$0	\$1,617,109	(\$47,213)	103.01%	\$1,594,953	\$1,688,751	\$1,686,537
unsupported	\$441,832	100.0%	\$371,387	119.0%	\$441,832	\$0	\$441,832	(\$70,445)	118.97%	\$434,751	\$427,766	\$431,629
Interest on capital debt												
supported	\$203,763	187.2%	\$236,400	161.3%	\$381,369	(\$219,279)	\$162,090	\$74,310	68.57%	\$237,934	\$312,040	\$394,280
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	\$0	\$0	\$0	-	\$0	\$11,376	\$18,959
TOTAL EXPENSES	\$70,462,757	51.1%	\$68,688,377	52.4%	\$35,977,538	\$33,624,336	\$69,601,874	(\$913,497)	101.33%	\$70,312,338	\$68,967,660	\$70,886,748
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	(\$128,017)		\$0		(\$318,847)	\$278,821	(\$40,026)	(\$40,026)		\$237,895	(\$979,238)	\$1,053,169
% of year expended 6/12 (50.00%)												



2015-2016 STATEMENT OF REVENUES AND EXPENSES (BY PROGRAM)

Actual Results to Budget Comparisons for the Quarter Ending February 29, 2016



REVENUES

	Fall Revised Budget 2015/2016	Actuals % to Fall Budget	Original Approved Budget 2015/2016	Actuals % to Org. Budget	Actuals to Feb 2016	Forecasted Amounts for Mar to Aug	Projected Total @ Aug 31, 2016	Projected Total to Budget Variance	Forecasted % to Budget	Actuals for 2014/2015	Actuals for 2013/2014	Actuals for 2012/2013
ECS - Grade 12 Instruction	\$56,168,908	51.2%	\$55,230,097	52.1%	\$28,750,721	\$26,740,184	\$55,490,905	\$260,808	100.47%	\$56,651,241	\$54,942,511	\$56,823,949
Operations & Maintenance of Schools	\$8,321,871	58.1%	\$7,785,255	62.1%	\$4,830,951	\$3,515,116	\$8,346,067	\$560,812	107.20%	\$8,163,148	\$7,103,559	\$7,888,271
Transportation	\$2,963,153	60.9%	\$2,851,441	63.3%	\$1,805,569	\$1,124,296	\$2,929,865	\$78,424	102.75%	\$2,801,993	\$2,852,355	\$2,997,857
Board & System Administration	\$2,528,846	1.5%	\$2,469,622	1.5%	\$37,233	\$2,316,260	\$2,353,493	(\$116,129)	95.30%	\$2,441,593	\$2,449,854	\$2,980,392
External Services	\$351,962	66.5%	\$351,962	66.5%	\$234,217	\$207,301	\$441,518	\$89,556	125.44%	\$492,258	\$640,143	\$1,249,448
Foundation	\$0	-	\$0	-	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0

TOTAL REVENUES

\$70,334,740	50.7%	\$68,688,377	51.9%	\$35,658,691	\$33,903,157	\$69,561,848	\$873,471	101.27%	\$70,550,233	\$67,988,422	\$71,939,917
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EXPENSES

ECS - Grade 12 Instruction	\$56,268,908	50.1%	\$55,230,097	51.1%	\$28,218,190	\$27,549,115	\$55,767,305	(\$537,208)	100.97%	\$56,719,052	\$55,985,496	\$56,328,180
Operations & Maintenance of Schools	\$8,321,871	56.1%	\$7,785,255	60.0%	\$4,667,999	\$3,450,735	\$8,118,734	(\$333,479)	104.28%	\$7,918,921	\$6,991,595	\$7,694,582
Transportation	\$2,991,170	54.0%	\$2,851,441	56.6%	\$1,614,981	\$1,305,908	\$2,920,889	(\$69,448)	102.44%	\$2,896,682	\$2,922,177	\$3,079,201
Board & System Administration	\$2,528,846	49.9%	\$2,469,622	51.1%	\$1,261,127	\$1,092,366	\$2,353,493	\$116,129	95.30%	\$2,285,566	\$2,431,832	\$2,822,847
External Services	\$351,962	61.2%	\$351,962	61.2%	\$215,241	\$226,212	\$441,453	(\$89,491)	125.43%	\$492,117	\$636,560	\$961,938
Foundation	\$0	-	\$0	-	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0

TOTAL EXPENSES

\$70,462,757	51.1%	\$68,688,377	52.4%	\$35,977,538	\$33,624,336	\$69,601,874	(\$913,497)	101.33%	\$70,312,338	\$68,967,660	\$70,886,748
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Net Position

ECS - Grade 12 Instruction	(\$100,000)		\$0		\$532,531	(\$808,931)	(\$276,400)	(\$276,400)	-	(\$67,811)	(\$1,042,985)	\$495,769
Operations & Maintenance of Schools	\$0		\$0		\$162,952	\$64,381	\$227,333	\$227,333	-	\$244,227	\$111,964	\$193,689
Transportation	(\$28,017)		\$0		\$190,588	(\$181,612)	\$8,976	\$8,976	-	(\$94,689)	(\$69,822)	(\$81,344)
Board & System Administration	\$0		\$0		(\$1,223,894)	\$1,223,894	\$0	\$0	-	\$156,027	\$18,022	\$157,545
External Services	\$0		\$0		\$18,976	(\$18,911)	\$65	\$65	-	\$141	\$3,583	\$287,510
Foundation	\$0		\$0		\$0	\$0	\$0	\$0	-	\$0	\$0	\$0

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES

(\$128,017)		\$0		(\$318,847)	\$278,821	(\$40,026)	(\$40,026)	-	\$237,895	(\$979,238)	\$1,053,169
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\$30,000 Dual Credit (from reserves)
\$70,000 IB/LLTA Support



MEMORANDUM

TO: David Keohane, Superintendent

FROM: Deb Schlag, Secretary Treasurer
Ron Gamache, Manager of Operations

DATE: February 29, 2016

RE: 2015-2016 Operations and Maintenance Overview

HIGHLIGHTS AND CHALLENGES:

- **Preventive Maintenance Scheduling Review**
 - Reviewed frequency of inspections; reduced where appropriate
 - Smaller staff complement

- **Completed Projects**
 - New flooring in main corridors at MCHS
 - Replacement roofing at GHP, JJN, RSF for portables and core building
 - Addition of a portable at JJN
 - Completely renovated washrooms at BK and RSF (including a handicapped facility)
 - Addition of sidewalks and ramps in conjunction with Safe Journeys to School at EMP and JJN and wheelchair access at RSF and VJM
 - Addressed roof leaks at NMR including replacing gutters and skylights
 - Upgraded building automation systems at MCHS, JJN and NMR
 - Replaced DHW and main heating pump for boilers at NMR
 - Replaced main heating pump for boilers at VG
 - Renovated Home Economics Lab GHP



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- **Project Management**

- Many IMR projects are handled directly by department staff – 2 plumbers, 1 carpenter, and 1 electrician on staff (summer months are a focus for many IMR projects) as a result we were able to recover \$117,000 in labour to put back into our O&M budget for 2015-16
- Other IMR projects, depending on scope are contracted to external companies
- Roof Repair is an ongoing priority for the District
- SACHS Modernization project tender awarded in July 2015; construction expected to commence by early November 2015

- **Staffing continues to be challenge**

- A couple changes occurred in 2015; departure of Director of Facility, replaced internally now Manager of Operations, new plumber hired
- Capital projects – modernizations and new builds will require staff attention. This would include not only input, direction and supervision, but moving of classroom furniture and equipment from room to room as classes are relocated to accommodate the areas under renovation.

- **Contracted Custodial Services**

- ongoing one-on-one meetings with contractors to ensure standards are being met
- started the process to restructure the custodial contracts coming due in August 2016



Work Orders and General Maintenance:

As reflected in the following table, there were 120 fewer work orders generated in 2015 compared to 2014.

- Corrective Work Orders are school requests for repairs and maintenance.
- Preventative Work Orders are Operations-directed repairs and maintenance to ensure components do not fail unexpectedly.

We are very stable with the number of requests, both corrective and preventative, coming into the office. The efforts put in last year to restructure the preventative work orders is paying off.

New Work Orders

Type of Work Order	2014	2015	
Corrective	1743	1667	Decrease 76
Preventative	1243	1199	Decrease 44
Total	2986	2866	Decrease 120

Completed Work Orders

Type of Work Order	2014	2015	
Corrective	1757	1619	Decrease 124
Preventative	1354	1180	Decrease 63
Total	3111	2799	Decrease 187

For 2015, there were 1,667 new CORRECTIVE work orders and 1,619 completed. This means that 97% of the requests were completed.

Similarly for 2015, there were 1,199 new PREVENTATIVE work orders and 1,180 completed. This means that 98% of the requests were completed.



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VANDALISM

A summary and comparison of vandalism costs for the school over the last three years:

Community	2012-2013	2013-2014	2014-2015
St. Albert	\$1,464	\$ 1,123	\$ 3,748
Morinville	\$1,771	\$ 2,627	\$ 3,089
Legal	\$ 0	\$ 0	\$ 323
TOTAL	\$3,235	\$3,740	\$7,161

These figures represent glass breakage (repair and replacement) cost; as well as the costs to remove or cover graffiti on our playgrounds and schools. We are experiencing an annual increases cost for the last 3 years. It is very difficult to pinpoint the cause of vandalism but often it hinges on the current cycle of the youth in the general population. The 2 schools that experienced the highest costs in damage were Notre Dame (\$1,455, where a single handicapped door opener had to be replaced at a cost of \$850.00) and Neil M Ross (\$1,733 - water fountain was replaced at a cost of \$1,000).

FUTURE GOALS

All new initiatives are adopted to improve efficiencies. Plans are underway to update the existing Work Order System with the present exploration of two options. It is the desire of the department to move away from the existing paper-based system to something entirely electronic with access via smartphone; a tool used by all department staff.



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OPERATIONS AND MAINTENANCE SUMMARY

Submitted by Ron Gamache

In our first full year together as a maintenance department, we have really pulled together to form a team. We have had to make some adjustments in how we deliver services due to the small size of our department. With these restrictions, we have had to approach every work order with a little more of a refined look to ensure our service and product selection would provide long term dividends with the least amount of upkeep. Examples of this are LED lighting replacements, which once installed, are up to 15 years maintenance free. Another example is the complete renovation of washrooms which include water saving toilets and urinals, auto shut off taps, new counters, sinks, partitions and flooring. This modernization will also reduce day to day maintenance as well as make the space more inviting for students. Our goal is to be as efficient and effective as possible within a reduced staff and budget situation. With our strong team approach and creative thinking, the department will continue to be successful in maintaining above average facilities within the district.

MEMORANDUM

TO: David Keohane, Superintendent
Deb Schlag, Secretary-Treasurer

FROM: Ron Gamache, Manager of Operations

DATE: February 29, 2016

RE: 2015 -16 Overview

Infrastructure Maintenance & Renewal (IMR)

The IMR funding allocation for **2015-16 is \$1,093,875** plus a carry-forward amount of \$907,171 from 2014-15 to deal with unfinished projects, for a total of \$2,001,046 to expend in the 2015-16 school year. As the infrastructure ages the needs continue to grow, thus creating a larger back log of deferred maintenance.

The 2015-16 IMR project plan has been developed with input from school principals, Government of Alberta Infrastructure personnel, and in-house expertise. There are a total of one hundred and nine (109) different projects that have been approved and prioritized at all schools, at various levels of value and scope. The breakdown of the \$2,001,046 being spent is as follows; \$1,783,000 on projects which leaves a contingency of \$218,046 for additional projects as a result of emergent needs.

It is important to note that District emergent needs take priority over scheduled projects and some projects planned may have to be postponed should an emergency arise or the lack of capacity to manage the work becomes apparent. The following is a list of projects at this time:

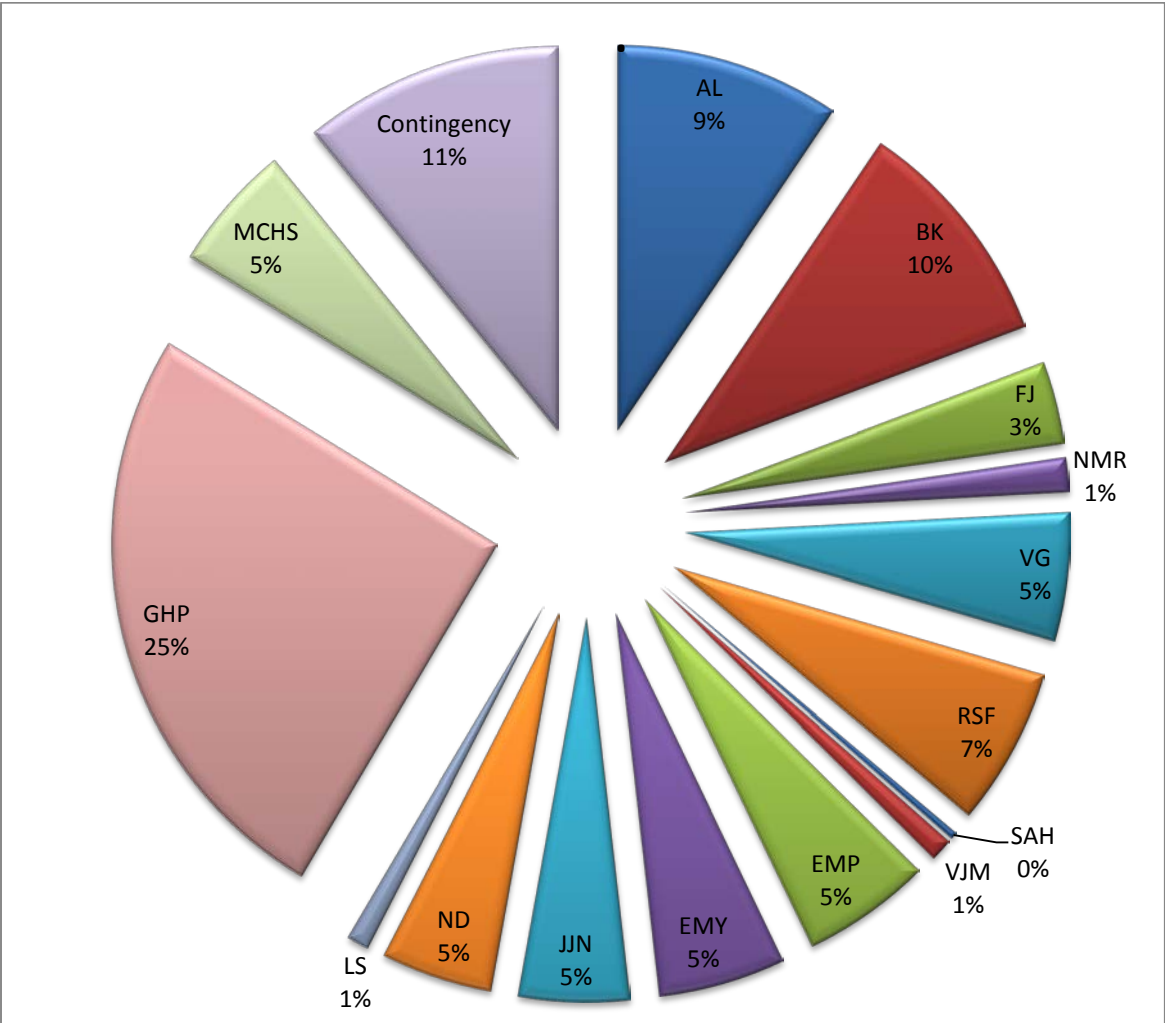
Site	Project Title	Estimated Cost	In House Labour
Albert Lacombe	Heating Upgrade	15,000	Yes
Albert Lacombe	Replace Exterior Lighting	6,500	Yes
Albert Lacombe	Replace Front Parking Lot	135,000	
Albert Lacombe	Replace Security System	2,500	
Albert Lacombe	Replace 1970 Flooring	30,000	
Bertha Kennedy	Paint Gym	13,000	
Bertha Kennedy	Deep Sand Gym Floor	31,000	
Bertha Kennedy	Resurface Parking Lot and Add Bumps	115,000	
Bertha Kennedy	Re Lamp Gym	17,000	Yes
Bertha Kennedy	Replace Security System	2,500	
Bertha Kennedy	Sound Proof Partition	3,000	Yes
Bertha Kennedy	Redesign Landscaping	15,000	

Father Jan	Construct Gender Neutral Washroom	3,000	Yes
Father Jan	Replace Lockers	14,000	
Father Jan	Replace Portable Skirting	6,400	Yes
Father Jan	Pavement Extensions	13,000	
Father Jan	Crack Sealing	4,200	
Father Jan	Replace Security System	2,500	
Father Jan	Replace Culverts	10,000	
Father Jan	Replace Roof Drains	6,000	Yes
Father Jan	Recoat Gym Floor	5,500	
Father Jan	Replace Ceiling tiles in Portable Hallway	4,500	Yes
Marie Poburan	Replace Hallway Ceiling Tiles	4,500	Yes
Marie Poburan	Paint Portable Hallway and Classrooms	9,000	
Marie Poburan	Pour Additional Sidewalk	15,000	
Marie Poburan	Paint Additional Crosswalks	1,100	
Marie Poburan	Replace Exterior Lighting Wall Pack	7,300	
Marie Poburan	Replace Security System	2,500	Yes
Marie Poburan	Recoat Gym Floor	5,500	
Marie Poburan	Make New Parking Stalls	64,000	
Marguerite d'Youville	Crack Sealing	4,200	
Marguerite d'Youville	Replace Exterior Lighting Wall Pack	10,000	Yes
Marguerite d'Youville	Replace Gym Curtain	17,000	
Marguerite d'Youville	Replace Ceiling Tiles	4,500	Yes
Marguerite d'Youville	Repaint Door Frames	2,500	Yes
Marguerite d'Youville	Replace Exterior Garbage Cans	6,000	Yes
Marguerite d'Youville	Replace Security System	2,500	
Marguerite d'Youville	Asphalt Repairs	27,000	
Marguerite d'Youville	Replace Home Ec. Counters	20,000	
Marguerite d'Youville	Install Handicapped Door Openers	7,500	
Marguerite d'Youville	Recoat Gym Floor	5,500	
GH Primeau	Recoat Gym Floor	6,000	
GH Primeau	Upgrade Staffroom	20,000	Yes
GH Primeau	Replace Library Carpet	10,000	
GH Primeau	Upgrade Men's Staff Washroom	4,500	Yes
GH Primeau	Replace Security System	2,500	
GH Primeau	Roof Replacements	442,000	
GH Primeau	Replace Home Ec. Counter	10,000	Yes
GH Primeau	Paint Library	3,000	
GH Primeau	Parking Lot Painting	1,200	
GH Primeau	Upgrade Handicapped Washroom	7,000	Yes
JJ Nearing	Crack Sealing	4,200	
JJ Nearing	Construct Gender Neutral Washroom	4,500	Yes
JJ Nearing	Replace Main Heating Valve	11,000	Yes
JJ Nearing	Replace DHW Re-Cir Line	3,000	Yes
JJ Nearing	Replace Security System	2,500	
JJ Nearing	Portable Roof Replacement	25,000	
JJ Nearing	Install New Sidewalk	15,000	

JJ Nearing	Upgrade Gym Lighting	15,000	Yes
JJ Nearing	Replace Exterior Pack Lights	7,000	Yes
JJ Nearing	Replace DHW Tank	5,700	Yes
Legal	Crack Sealing	4,200	
Legal	Recoat Gym Floor	6,000	
Legal	Add Security Film on Windows	6,000	
Legal	Replace Security System	2,500	
Morinville Community	Remove Uni-Stone	8,000	
Morinville Community	Replace Exterior Lighting	25,000	Yes
Morinville Community	Replace Washroom Counter and Hardware	12,000	Yes
Morinville Community	Replace Carpet in CTS	12,000	
Morinville Community	Replace Security System	2,500	
Morinville Community	Upgrade Heating Controls	20,000	
Morinville Community	Recoat Gym Floor	6,000	
Morinville Community	Study, Home Ec. Reno	20,000	
Morinville Community	Parking Lot Painting	1,200	
Neil M Ross	Parking Lot Painting	1,200	
Neil M Ross	Replace Flooring	3,000	
Neil M Ross	Replace Entry Lighting	2,000	Yes
Neil M Ross	Install Railing on East Exit	3,000	
Neil M Ross	Replace Security System	2,500	
Neil M Ross	Build –up Asphalt	10,000	
Neil M Ross	Replace Portable Skirting	7,100	Yes
Notre Dame	Replace Main Corridor Flooring	36,000	
Notre Dame	Pour Concrete Drain Pad	2,200	
Notre Dame	Paint Gym	11,000	
Notre Dame	Deep Sand Gym Floor	31,000	
Notre Dame	Replace Security System	2,500	
Notre Dame	Upgrade Staffroom Kitchen	8,000	Yes
Notre Dame	Parking Lot Painting	1,200	
Notre Dame	Replace Carpet in Offices	2,100	
Richard Fowler	Crack Seal Parking Lot	5,000	
Richard Fowler	Recurb and Add Sidewalks	20,000	
Richard Fowler	Roof Replacement – Front	96,000	
Richard Fowler	Install Fire Rate Glass in IA Lab	3,500	
Richard Fowler	Replace Security System	2,500	
Richard Fowler	Recoat Gym Floor	6,000	

St. Albert High	Recoat Gym Floor	6,000	
Vincent J. Maloney	Crack Seal Parking Lot	4,200	
Vincent J. Maloney	Install Additional Key Fob	3,500	
Vincent J. Maloney	Add Sidewalk for Handicapped Access	3,500	
Vincent J. Maloney	Build Handicapped Home Ec. Station	2,000	Yes
Vincent J. Maloney	Recoat Gym Floor	6,000	
Vital Grandin	Parking Lot Painting	1,200	
Vital Grandin	Repair Parking Lot (Dumpster)	8,000	
Vital Grandin	Replace Heating Pump	6,000	Yes
Vital Grandin	Repaint Interior Doors And Frames	2,500	Yes
Vital Grandin	Repaint Boot Rooms	1,600	Yes
Vital Grandin	Replace Security System	2,500	
Vital Grandin	Replace Fire Alarm System	80,000	
Vital Grandin	Recoat Gym Floor	5,500	
	Identified School Projects	1,783,000	
Contingency		218,046	
Total IMR		2,001,046	

Dollars Spent per School





Memorandum

TO: Board of Trustees
FROM: David Keohane, Superintendent of Schools
DATE: March 21, 2016
RE: February 24, 2016 Community Conversation Report

Background

The Board is aware that on February 24th, a community conversation was conducted for the purpose of exploring the question: *Within our technology plan, how can we ensure that there is consistency in technology use as students progress from elementary to junior high and into high school?* What follows is a report of the results that will be made available to all participants and the community at large.

Context

The intent of the conversation was to in the first place, honour the perspective of the community to address a topic that is deemed by both the community and the Board to be of strong importance. The question that was explored was recommended by one of our school councils and was incorporated into the existing strategic plan of the Board as a topic worth exploring within the 2015 – 2016 school year. Findings from this conversation directly correlate to our efforts to realize the Provincial Outcome: “The Education System Demonstrates Collaboration and Engagement,” as outlined within Provincial Goal 4 (Engaged and Effective Governance) of our 2015 – 2018 Three Year Education Plan.

The Voice of the Community

The feedback specific to the meeting process reflects extremely strong success. It is worth noting that satisfaction regarding the session format, opportunity to provide input, and personal value of the experience was extremely high. The average satisfaction rate in these areas was 95%.

For 46 respondents, this conversation resulted in fairly equal voice being reflected in many priorities:

- 10 – 17 percent support was reflected in each of five priorities:



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- 31% - Scope and sequence of skills and competencies for students is established at each grade level
- 17% - Ensure learning is a priority and technology is a tool
- 17% - Regularly update minimum standards for teacher competencies
- 13% - Use student voice in setting direction for learning
- 13% - Set transparent and measured results with how technology improves student learning
- 10% - Teach online etiquette to match social skills
- A high priority on predetermined skills and competencies being established for students at every grade level was reflected in one-third of the perspectives from respondents;
- 61% of the feedback was placed upon the importance of teaching and learning competencies being in place, and the ability to demonstrate that enhancing technology use in the classroom improves student learning.

It is also worth noting the outcome of one of the steps that was taken through the discernment process of the Community Conversation. Participants were asked early in the process to describe or draw a picture of what the current classroom looks like when we consider the role of students, staff, technology, and space. Later on, following some discussion and a presentation on evolving practices within the District, participants were asked to consider the same variables for a classroom of the future. A wordle analysis described the current context as depicting “boards,” “desks,” and the “teacher.” However the same analysis described the classroom of the future to represent “flexible” homes or hubs for learning with “student tables” and of course, the “teacher” being an indispensable source for learning.

Next Steps

Our school administrators and district support services will begin to reconcile these priorities with existing practices and seek further staff input at the school level regarding the order and depth of implementation that is to take place within the upcoming revisions to the three –year education plan.

Thank you for your review of this information.

David Keohane
Superintendent of Schools

Greater St. Albert Catholic Schools

Community Conversation Results

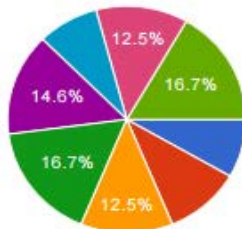
February 24, 2016



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Summary

Within our technology plan, how can we ensure that there is consistency in technology use as students progress from elementary to junior high and into high school?



Examine competencies, take students to next level.	4	8.3%
Online etiquette matching social skills.	5	10.4%
Student voice in setting direction for learning.	6	12.5%
Regular updated minimum standards for teacher competencies.	8	16.7%
Scope and sequence of skills for all students.	7	14.6%
Buy in support from teachers and parents and students.	4	8.3%
Transparent and measured results in how tech improves student learning.	6	12.5%
Ensure learning is priority and tech is tool.	8	16.7%

Community Stakeholder Evaluation

February 24, 2016 @ St. Albert Catholic High School

	Poor				Excellent	Top Box
	1	2	3	4	5	
1. Session Format	0.0%	2.8%	0.0%	44.4%	52.8%	97.2%
2. Background material/handouts	0.0%	0.0%	19.4%	38.9%	41.7%	80.6%
3. Presentation	0.0%	2.8%	11.1%	41.7%	44.4%	86.1%
4. Group discussion	0.0%	0.0%	10.8%	29.7%	59.5%	89.2%
5. Opportunity to provide input	0.0%	0.0%	5.4%	37.8%	56.8%	94.6%
6. Meeting environment (location, sound, refreshments)	0.0%	2.7%	0.0%	35.1%	62.2%	97.3%
7. Personal value	0.0%	0.0%	5.6%	44.4%	50.0%	94.4%
	Yes	No				
8. Did this session meet your expectations?	93.3%	6.7%				



Greater St. Albert
Catholic Schools

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MEMORANDUM

To: David Keohane, Superintendent

From: Deb Schlag, Secretary-Treasurer

Date: March 14, 2016

Re: Communications and Community Relations – Emergency Evacuation Centres

The District has been contacted by the Emergency Management Coordinator of the City of St. Albert, Colleen Lamble, to sign a Memorandum of Understanding (MoU) regarding the use of our schools, if needed in the face of an emergency, as emergency evacuation centres.

The District Principal has been in discussions with the Coordinator in developing a Memorandum of Understanding that would outline responsibilities in conjunction with any school use of this type. School administrators of the chosen schools, one in each quadrant of the City, will be advised and the acceptance and cooperation of the school will be confirmed before the District signs the document.

It is important, that as an integral part of the community, the District supports the use of our schools as a refuge for the community during an event of significant magnitude. Fire and/or police personnel are involved in school lockdowns and other emergencies, so it makes sense for reciprocation when a community emergency occurs. The City of St. Albert Municipal Emergency Management Plan promotes a coordinated approach to emergency management that includes community agencies and private sector partners.

The District has operational protocols in place regarding Site Emergency Response Team Assignments in a variety of emergency situations. Practice drills are employed at several points of the year by schools and are also required by educational support sites in the District.

Once the MoU is ready for execution, the Board will be advised of the particulars. The City Manager will be signing on behalf of the City and the Superintendent or Secretary Treasurer will be signing on behalf of the District, at the appropriate time.

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BOARD OF TRUSTEES REGULAR MEETING

MARCH 21, 2016

ATTACHMENT FOR AGENDA ITEM 15

Board Commitments

BACKGROUND:

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 2015/2016

Month	Date	Event	Location Time	Attending
MARCH				
	March 6-8, 2016	Annual Rural Symposium	Banff Centre	Radford
	March 7, 2015	High School Culinary Challenge Awards Dinner	Shaw Conference Centre Hall D (6:00 pm)	
April				
	April 2, 2016	St. Albert RCMP Youth Academy	Bellerose High School (1:00 pm)	
	April 9-11, 2016	NSBA Annual Conference	Boston	
	April 15-16, 2016	Board Planning Session	Providence Renewal Centre	Radford, Tremblay, Shaw, Crockett, McEvoy, Proulx, Keohane, Schlag, Quick, McGuinness, Bruineman
	April 22-24, 2016	School Councils 2016 Conference and AGM	Delta Hotel Edmonton	
	April 28-May 1, 2016	SPICE	Delta, Kananaskis	
MAY				
	May 3-6, 2016	Blueprints	Delta, Kananaskis (Dr. Peter Feldmeier)	
	May 12, 2016	Annual Reciprocal Use Meeting	SVGCC -evening time tbc	Keohane, Schlag, Radford, Shaw, Tremblay, Crockett, McEvoy, Proulx
	May 13, 2016	ESSMY Grad	St. Albert Parish (1:00 pm - 3:00 pm)	
	May 20, 2016	SACHS Grad	Grad Jubilee Auditorium (1:00 pm)	
	May 27, 2016	Zone 2/3 Edwin Parr Dinner	Edmonton	
JUNE				
	June 1, 2016	EMP 25 Yr Celebration		
	June 2, 2016	Official Sacramental Launch	Edmonton Diocese (6:30 pm-7:30 pm)	
	June 3, 2016	St. Gabes Grad	St. Gabriel High School (12:00 pm)	
	June 6/7, 2016	ASBA Spring General Meeting	Red Deer	
	June 11, 2016	MCHS Grad	Northlands Expo (3:00 pm)	
JULY				
	July 6/7, 2016	National Gathering on Aboriginal Education	Winnipeg	
	July 7-9, 2016	CSBA Congress	Winnipeg	
November				
		ACSTA/ASBA Conferences	Edmonton	Keohane, Schlag, 7 trustees