



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, October 2, 2017 | 2:00 P.M. Call to Order
3:30 P.M. – Public Meeting

1. **Call to Order:** Serena Shaw
2. **In-Camera**
3. **Out-of-Camera at 3:30 pm**
4. **Opening Prayer:** René Tremblay
5. **Acknowledgment of Territories:** Serena Shaw
The Greater St. Albert Catholic School Board acknowledges that it is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator).
6. **Approval of Agenda**
7. **Presentation Delegation**
8. **Approval of Minutes & Summaries**
 - 8.1 Regular Board Meeting Minutes of September 11, 2017 Attached
 - 8.2 Committee of the Whole Meeting Summary of September 25, 2017 Attached
9. **Approval of Committee & Event Reports from Advocacy Committee Meetings**
10. **Good News (Communication & Community Relations)** Attached
11. **Questions from the Public**
(Questions are submitted in writing on the Thursday prior to meeting. Information and the form can be located on the District website at <http://bit.ly/1SLTFSh>.)
12. **Consent Items**
(The Chair will ask for a motion to receive and to approve all recommendations contained therein. Prior to approving the motion, any trustee may request the status of a consent item be changed to an action item.)
 - 12.1 Review of Board Policy 1 – District Mission Statement, Values, and Beliefs, Goals and Objectives; Board Policy 2 – Role of the Board (Keohane) Attached

13. Action Items

- | | | |
|------|---|----------|
| 13.1 | 2017-2018 Board Monitoring Calendar (Keohane) | Attached |
| 13.2 | 2017-2018 Board Advocacy Plan (Keohane) | Attached |
| 13.3 | 2017-2018 Communication Plan Highlights (Bruineman) | Attached |
| 13.4 | 2017-2018 Board Honorariums (Schlag) | Attached |
| 13.5 | 2017-2018 Board Allowances (Schlag) | Attached |

14. New Business

15. Information Items

- | | | |
|--------|---|----------|
| 15.1 | Report from the Chair | |
| 15.1.1 | Correspondence | Attached |
| 15.1.2 | Other Items | |
| 15.2 | Report from the Superintendent | |
| 15.2.1 | Organizational Management | |
| | • Enrolment Report (McGuinness) | Handout |
| 15.2.2 | Educational Leadership | |
| | • First Nations, Métis and Inuit Report (Nixon) | Attached |

16. Board Commitments

Attached

17. Clarification Period for Public & Media

(Related to agenda items, only as deliberated)

18. Trustee Request for Information

19. Closing Prayer: René Tremblay

20. In-Camera *(if applicable)*

21. Out-of-Camera

22. Adjournment



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 8.1

Regular Board Meeting Minutes of September 11, 2017

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the minutes of the regular meeting of the Board held on September 11, 2017 as circulated or as circulated and amended.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF
GREATER ST. ALBERT ROMAN CATHOLIC
SEPARATE SCHOOL DISTRICT NO. 734
HELD on MONDAY, September 11, 2017, 2:30 P.M.
District Office, 6 St. Vital Avenue,
St. Albert, AB**

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

MEMBERS ABSENT Trustee Shaw

ADMINISTRATION PRESENT

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

CALL TO ORDER Trustee McEvoy called the meeting to order at 2:33 p.m.

IN CAMERA

1/18 Trustee Becigneul: **THAT** the Board of Trustees move In Camera at 2:33 p.m.

CARRIED (5/5)

Trustee Proulx joined the meeting at 2:42 p.m.

OUT OF CAMERA

2/18 Trustee Becigneul: **THAT** the Board of Trustees move Out of Camera at 3:29 p.m.

CARRIED (6/6)

The Board recessed until 3:30 p.m.

OPENING PRAYER

Trustee Crockett offered the Opening Prayer.

ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

3/18 Trustee Becigneul: **THAT** the Board of Trustees approve the agenda as presented.

CARRIED (6/6)

PRESENTATION DELEGATION

Sister Alphonse Academy Visual Identity Presentation – Brian Holdsworth

Creative Director of Holds Worth Design updated the Board on

the process for development of the visual identity for Sister Alphonse Academy. It was highlighted that a committee would work with his company to streamline the process and successfully deliver on the scope of the project.

APPROVAL OF MINUTES & SUMMARIES

4/18 **Trustee Tremblay:** **THAT** the Board of Trustees approve the minutes of the regular meeting of the Board held on June 26, 2017 as circulated.

CARRIED (6/6)

5/18 **Trustee Proulx:** **THAT** the Board of Trustees approve the minutes of the Special Meeting of the Board held on August 30, 2017 as circulated.

CARRIED (6/6)

6/18 **Trustee Crockett:** **THAT** the Board of Trustees approve the summary of the Committee of the Whole meeting held on August 30, 2017 as circulated.

CARRIED (6/6)

GOOD NEWS **Trustee McEvoy** shared Good News; there was no report.

QUESTIONS FROM THE PUBLIC

There were no questions.

CONSENT ITEMS

There were no consent items.

ACTION ITEMS

Alberta Catholic School Trustee Award Nominations

7/18 **Trustee Becigneul:** **THAT** the Board of Trustees confirm the nomination of Sara Farid for the ACSTA Appreciation Award, which has already been submitted as the deadline was September 11, 2017.

CARRIED (6/6)

Alberta School Boards Association Award Nominations

8/18 **Trustee Radford:** **THAT** the Board of Trustees approve the nominations put forth by the Nominations Committee for the Alberta School Boards Association Friends of Education Award as the Regional Rotary Clubs of St. Albert and Morinville, and make the submission to ASBA prior to the September 22, 2017 deadline.

CARRIED (6/6)

9/18 **Trustee Tremblay:** **THAT** the Board of Trustees approve the nomination put forth by the Nominations Committee for the Alberta School Boards Association Premier's Award for Innovation and Excellence Award for Greater St. Albert Catholic Schools' innovative work on *Strengthening Our Engagement to Increase Our Achievement: A Longitudinal Study (2008-2016)*, and make the submission to ASBA prior to the September 22, 2017 deadline.

CARRIED (6/6)

10/18 **Trustee Becigneul:** **THAT** the Board of Trustees approve the nomination of the following Trustees for the Alberta School Boards Association Long Service Awards:

Cathy Proulx – 7 Terms;
Rosaleen McEvoy – 4 Terms;
Noreen Radford – 2 Terms; and
Joan Crockett – 2 Terms.

CARRIED (6/6)

Laura Bird Memorial Beacon of Hope Award Recipient

11/18 **Trustee Tremblay:** **THAT** the Board of Trustees confirm the nomination of Diana Groten as the recipient of the 2017 Laura Bird Memorial Beacon of Hope Award, which was presented on September 1, 2017.

CARRIED (6/6)

Revision of Board Meeting Schedule

Secretary-treasurer Schlag updated the Board on proposed changes to the meeting schedule to accommodate participation in the government's upcoming consultations.

12/18 **Trustee Becigneul:** **THAT** the Board of Trustees approve the cancellation of both the September 25, 2017 Regular Meeting of the Board and the October 2, 2017 Board Advocacy Committee Meeting and reassign those dates as follows:

September 25, 2017: Committee of the Whole planning meeting (not open to the public) 7:30 p.m. start time.

October 2, 2017: Regular Board Meeting; 2:00 p.m. start time (In-Camera); 3:30 pm start time for Public.

CARRIED (6/6)

Board Policy Review Schedule

13/18 **Trustee Radford:** **THAT** the Board of Trustees approve the 2017-2018 Board Policy Review Schedule as presented.

CARRIED (6/6)

INFORMATION ITEMS

Report from the Chair

There was no report from the Chair.

Report from the Superintendent

Assistant Superintendent McGuinness updated the Board on the preliminary staffing report indicating that further adjustments will be made once the final enrollment is confirmed on September 30, 2017.

Secretary-treasurer Schlag and **communications manager Bruineman** updated the Board on an Ad-hoc Communications Committee that will be established for the school year to be a stakeholder group for the District Visual identity update, communications plans for opening Sister Alphonse Academy and the implementation of the District App.

14/18 **Trustee Crockett:** **THAT** the Board of Trustees receive the superintendent's report as information.

CARRIED (6/6)

BOARD COMMITMENTS

15/18 **Trustee Radford:** **THAT** the Board of Trustees approve the Board Commitments as presented and updated at this meeting.
CARRIED (6/6)

CLARIFICATION PERIOD FOR PUBLIC & MEDIA

There were no questions.

TRUSTEE REQUEST FOR INFORMATION

Trustee Radford inquired about the format and opportunity for input into the Government's upcoming consultation on *The School Act*.

Superintendent Keohane responded that the Board was invited to attend the September 25 and 26, 2017 sessions in Edmonton. The superintendent, secretary treasurer, Board Chair Shaw and Trustee Crockett, along with School Council Representative Mrs. Stefner would be attending. **Superintendent Keohane** further commented that it would be likely the Board could make a written submission if they chose.

IN CAMERA

16/18 **Trustee Becigneul:** **THAT** the Board of Trustees move In Camera at 4:36 p.m.
CARRIED (6/6)

OUT OF CAMERA

17/18 **Trustee Tremblay:** **THAT** the Board of Trustees move Out of Camera at 4:58 p.m.
CARRIED (6/6)

The Board recessed from 4:58 p.m. until 5:15 p.m.

NEW BUSINESS

CUPE MOA Ratification

18/18 **Trustee Crockett:** **THAT** the Board of Trustees approve the Memorandum of Agreement of August 23, 2017, between Greater St. Albert Roman Catholic Separate School District No. 734 and The Canadian Union of Public Employees, Local No 2550, including unrevised items agreed to as of February 2017.
CARRIED (6/6)

CLOSING PRAYER

Trustee Crockett offered the closing prayer.

ADJOURNMENT

19/18 **Trustee Proulx:** **THAT** the Board of Trustees adjourn the regular meeting at 5:18 p.m.
CARRIED (6/6)

Secretary Treasurer

Chair



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 8.2

Committee of the Whole Meeting Summary of September 25, 2017

BACKGROUND:

Please see attached.

RECOMMENDATION:

THAT the Board of Trustees approve the summary of the Committee of the Whole meeting held on September 25, 2017 as circulated or as circulated and amended.

***SUMMARY OF THE BOARD COMMITTEE of the WHOLE MEETING OF
GREATER ST. ALBERT RCSSD NO. 734
MONDAY, SEPTEMBER 25, 2017***

COMMITTEE MEMBERS PRESENT

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

ADMINISTRATION PRESENT

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

MEETING SUMMARY:

Trustee Shaw called the meeting to order at 7:33 p.m.

The Board met for a discussion on meeting dates and times for 2017-2018.

The meeting was adjourned at 9:19 p.m.

Meeting chaired by Trustee Shaw



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 10

Good News (Communication & Community Relations)

PREPARED BY:

Carol Bruineman, communications manager

BACKGROUND:

Please see attached.

Good News

Regular Board Meeting

October 2, 2017

District News

- Collectively, all schools and the district have worked diligently over the past few years raising funds to support the building of Pope Francis School in Tacloban, Philippines, an area devastated by Typhoon Haiyan. We are pleased to announce that a recent contribution by the **MCHS Class of 2017**, for \$8,000 has brought the total funds closer to the \$200K goal. We applaud all of our school communities who have contributed to this fundraiser and legacy project for the District.

School News

- **Bertha Kennedy** has two students, both girls, that qualified to participate in an all-expense paid, First Class, program VIP, Dreams Take Flight to Universal Studios that took place on Sept 20.
- **SACHS student, Jarrod Sokul** participated in the Youth Ambassadors Program with Canada, this past summer. It was trip sponsored by the United States' Dept. of State, United States Embassy Ottawa, State University of New York Plattsburgh, and Fulbright Canada. As a Youth Ambassador to the United States of America, Jarrod spent time learning about the relationship between the two countries. As a result, he has established a Sports Assistance Foundation, to fulfill the community service project portion of the Youth Ambassadors Program. The Foundation's mandate is to assist low - income families with financial support that comes with playing organized sports in our community. To learn more, you can visit the [Sports Assistance Foundation website](#).
- **École Notre Dame School** raised \$540 for Terry Fox and **V.J. Maloney students** raised just over \$1000 in their Terry Fox Run.
- **Vital Grandin** will be hosting Read-In Week, October 2-6 to celebrate literacy with the support of several community members planning to attend. The school is enjoying a great start to the year with the Recreation Academy and dynamic options receiving wonderful feedback from parents and students.
- **École Father Jan** gathered an abundance of clothing during their coats/mitts/scarves drive. The student response was fabulous and students are being rewarded with an extra 15 minutes of play for their generosity! The school also hosted a Gallup Award. Past principal, Marlene Pelletier was invited to come and accept the award and take part in the celebrations with the staff.
- To begin the school year, **MCHS staff** wanted to do something different for students on their first day of classes. The staff gathered and baked almost 600 cookies to give to students as they walked in the door to say welcome back and convey the message, "it's going to be a sweet year."
- **Legal School** has had a great start to the school year with many events for students including: Welcome Back Mass at St. Emile Parish with Father Francis, hosting the annual Terry Fox run, and a field trip hosted by ATCO Blue Flame Kitchen where grade 4 to 6 students learned how to make healthy snacks safely.



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 12.1

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 1 – District Mission Statement, Values and Beliefs, Statement of Philosophy, Goals and Objectives was last reviewed in October 2016. For this review some minor changes shown in **bold type** are recommended and do not change the scope of the policy. (See middle of page 4 of 6)

Board Policy 2 – Role of the Board was last reviewed in June 2017 and revised to add a section regarding fees. For this review, no changes are recommended.

RECOMMENDATION:

THAT the Board of Trustees approve the review of Board Policy 1 – District Mission Statement, Values and Beliefs, Statement of Philosophy, Goals and Objectives with the changes as presented and Board Policy 2 – Role of the Board with no changes.

DISTRICT MISSION STATEMENT, VALUES AND BELIEFS, GOALS AND OBJECTIVES

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

Motto:

Faith in Our Students

Mission:

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

Values and Core Commitments

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

Vision:

Excellence in learning through faith, relationships and engagement.

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

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

We celebrate the opportunity to love and serve others:

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

We celebrate commitment to success for every learner:

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

We celebrate through prayer:

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

We celebrate staff who are mentors of faith:

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

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

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

We celebrate, respect and nurture Catholic traditions and teachings:

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

Goals and Objectives

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

1. They identify the distinctive role of the school and its contribution to the total education of youth.

2. They provide purpose and direction to curriculum planning, implementation and evaluation.
3. They enable parents, teachers and the community at large to develop a common understanding of what the schools are trying to achieve.

Society must periodically re-examine the goals of its schools. Changes in emphasis and adjustments may be required from time to time to keep pace with social change. This statement of goals is to direct education for ECS through Grade 12 in Alberta schools. It is the basis from which specific objectives for various subjects and grades shall be developed.

While the school makes a very important contribution to education, it is only one of the agencies involved in the education of youth. The home, the church, the media, and the community organizations are very significant influences on children. It is useful, therefore, to delimit the role of schooling in education. Education refers to all the learning experiences the individual has in interacting with the physical and social environment; it is a continuing and life long process. Schooling which has a more limited purpose refers to the learning activities planned and conducted by a formally structured agency which influences individuals during a specified period.

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

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

1. Learning Expectations – Provincial

1.1 The goal of the Student Learning Ministerial Order No. **004/98** (#001/2013) for an inclusive Kindergarten to Grade 12 education is to enable all students to achieve the following outcomes:¹

- 1.1.1 Be engaged Thinkers and Ethical Citizens with an Entrepreneurial Spirit;
- 1.1.2 Strive for engagement and personal excellence in their learning journey;
- 1.1.3 Employ literacy and numeracy to construct and communicate meaning;
and
- 1.1.4 Discover, develop and apply competencies across subject and discipline areas for learning, work and life to enable students to:
 - 1.1.4.1 know how to learn: to gain knowledge, understanding or skills through experience, study, and interaction with others;

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

- 1.1.4.2 think critically: conceptualize, apply, analyze, synthesize, and evaluate to construct knowledge;
 - 1.1.4.3 identify and solve complex problems;
 - 1.1.4.4 manage information: access, interpret, evaluate and use information effectively, efficiently, and ethically;
 - 1.1.4.5 innovate: create, generate, and apply new ideas or concepts;
 - 1.1.4.6 create opportunities through play, imagination, reflection, negotiation, and competition, with an entrepreneurial spirit;
 - 1.1.4.7 apply multiple literacies: reading, writing, mathematics, technology, languages, media, and personal finance;
 - 1.1.4.8 demonstrate good communication skills and the ability to work cooperatively with others:
 - 1.1.4.9 demonstrate global and cultural understanding, considering the economy and sustainable development; and
 - 1.1.4.10 identify and apply career and life skills through personal growth and well-being.
- 1.2 Schools may also provide the opportunity for students to acquire a second language. When the primary language of instruction is not English, students must be able to demonstrate competence in reading and writing English.
- 1.3 Our schools are Catholic separate schools. Therefore, they will provide religious studies and faith permeation consistent with their constitutional guarantees.

2. Goals and Objectives of the Greater St. Albert Roman Catholic Separate School District No. 734

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

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

Goals

1. Develop fully the spiritual, intellectual, physical, social and emotional capabilities of each child.
2. Operate in accordance with the current School Act and the goals of schooling and education as adopted by Alberta Education.

3. Provide a system of education which will meet the educational needs of our students in an atmosphere permeated by the gospel values of Jesus Christ.

Objectives

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

Legal Reference: Section 60 (1) School Act

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

ROLE OF THE BOARD

As the corporate body elected by the voters and the ratepayers that support the Greater St. Albert Roman Catholic Separate School District, the Board of Trustees has specific mandatory and discretionary powers. The Board is responsible for the development of goals and policies to guide the provision of educational services to students resident within the District, in keeping with the requirements of government legislation and the values of the electorate.

Specific Areas of Responsibility

1. Faith Advocacy

The Board shall:

- 1.1 Make decisions which reflect Catholic values and beliefs.
- 1.2 Be visible within the Catholic faith community.
- 1.3 Support Activities that enhance the viability of Catholic education at a local, provincial and national level.

2. Planning

The Board shall:

- 2.1 Provide overall direction for the District by establishing the vision, mission, and values statements.
- 2.2 Develop long-range plans for the District.
- 2.3 Annually approve the Three-Year Education Plan process and timelines.
- 2.4 Annually set strategic priorities and key results.
- 2.5 Annually approve survey instruments and processes.
- 2.6 Annually approve its Three-Year Education Plan for submission to Alberta Education by due date.
- 2.7 Monitor progress toward the achievement of student outcomes and other desired results.
- 2.8 Annually evaluate the effectiveness of the District in achieving established goals and desired results.
- 2.9 Approve the Annual Education Results Report and provide for its distribution to the public.

3. Policy

The Board shall:

- 3.1 Determine policies which outline how the Board is to function.
- 3.2 Delegate authority to the Superintendent and define commensurate responsibilities.
- 3.3 Approve policy statements which meet criteria identified by the Board.
- 3.4 Evaluate policy impact to determine if policy has created the desired change.

4. Board/Superintendent Relations

The Board shall:

- 4.1 Select the Superintendent.
- 4.2 Provide the Superintendent with clear corporate direction.
- 4.3 Delegate in writing, administrative authority and identify responsibility subject to the provisions and restrictions in provincial legislation and regulations.
- 4.4 Respect the authority of the Superintendent to carry out executive action and support the Superintendent's actions which are exercised within the delegated discretionary powers of the position.
- 4.5 Annually evaluate the Superintendent in accordance with the approved Superintendent/CEO Evaluation Process, Criteria, and Timelines document, and review compensation.

5. Fiscal

The Board shall:

- 5.1 Approve the annual budget and ensure resources are allocated to provide the personnel, physical facilities and other means necessary to achieve District goals.
- 5.2 Approve annually its three-year capital plan and reaffirm the facilities master plan for submission to Alberta Infrastructure by the date due.
- 5.3 Appoint an auditor.
- 5.4 Receive the audit report and ensure quality indicators are met.
- 5.5 Monitor the fiscal management and internal financial controls of the District.
- 5.6 Set the mandate for negotiations.
- 5.7 Ratify memoranda of agreement with bargaining units.

6. Fees

The Board, in accordance with the School Fees and Costs Regulation (AR 101/2017) and the School Transportation Regulation (AR 102/2017), shall:

- 6.1 Ensure processes are in place and opportunities are provided for parent input on all school fees allowed in the *School Fees and Costs Regulation* as outlined in the Principles for the Basis of Allocations to Schools document, approved annually by the Board and posted on the website.
- 6.2 Ensure that transportation fees, in accordance with the *School Transportation Regulation*, are initially considered at a Regular Board Meeting for discussion only, with a request for parent input in the three weeks following that meeting, prior to being placed on the Agenda for approval at a subsequent Regular Board Meeting. All requests for parent input on transportation fees will be made by the District's automated communication system with directions for public input online. All feedback will be provided to the Board for consideration, prior to approval.
- 6.3 Ensure there is a demonstrated need to charge a fee, on a cost recovery basis, on all fees allowed in the above Regulations, prior to Board review and approval.
- 6.4 Review and consider all fees, as allowed in the above Regulations, for approval, as recommended by the Secretary-Treasurer, by April 30 of the year prior to which they apply, unless an extension is granted by the Board.
- 6.5 Ensure processes are in place, as outlined in Administrative Procedure 521 – Administration of School Generated Funds, for all fees collected to be spent on the purpose for which they were intended.
- 6.6 Ensure processes are in place, as outlined Administrative Procedure 502 – Instructional Fees, Refunds, and Waivers, for which all fees, as allowed in the above Regulations, may be waived or refunded.
- 6.7 Ensure a Board approved School Fee Summary, indicating the maximum per student fee that may be assessed in a year, is posted on the website along with Board Policy 2 and relevant, associated Administrative Procedures. Fees charged to students may be less than the indicated maximum on the School Fee Summary, but shall never exceed the approved maximum per student fee. Communication of posting and content on the Fee section of the website is to be shared with school administrators prior to the start of the school year for which the School Fee Summary was approved. Any fee absent from the Board approved School Fee Summary may not be charged.
- 6.8 In the event of a dispute or concern in regard to a school fee, a request for resolution by the Board may be made in writing, only after the parent has consulted with and has received an unsatisfactory response from the specific positions in the following order:
 - i) School Principal (if unsatisfactory response, proceed to 2);
 - ii) Secretary-Treasurer (if unsatisfactory response, proceed to 3);
 - iii) Superintendent (if unsatisfactory response, proceed to Board).

6.9 In the event of a dispute or concern in regard to a transportation fee, a request for resolution by the Board may be made in writing, only after the parent has consulted with and has received an unsatisfactory response from the specific positions in the following order:

- i) Transportation Supervisor (if unsatisfactory response, proceed to 2);
- ii) Secretary-Treasurer (if unsatisfactory response, proceed to 3);
- iii) Superintendent (if unsatisfactory response, proceed to Board).

7. Board Development

The Board shall:

- 7.1 Annually evaluate the Board's effectiveness.
- 7.2 Develop a yearly plan for Board and trustee development.
- 7.3 Encourage trustees to attend conventions and activities designed to improve their effectiveness as trustees.

8. Political Advocacy

The Board shall:

- 8.1 Be an advocate for Catholic education.
- 8.2 Develop a yearly plan for advocacy including focus, key messages and mechanisms.
- 8.3 Meet with municipal governments and other educational/public service governing authorities as appropriate to achieve political ends.

9. Accountability to the Community

The Board shall:

- 9.1 Make decisions that reflect community values and represent the interests of the entire school District.
- 9.2 Establish processes and provide opportunities for community input.
- 9.3 Keep the District's supporters informed of the purpose, value, conditions, needs and results achieved by the District.
- 9.4 Serve as a liaison to school councils throughout the District.

10. Accountability to the Provincial Government

The Board shall:

- 10.1 Act in accordance with all statutory requirements of the Government of Alberta to implement educational standards and policies.
- 10.2 Perform Board functions required by governing legislation and existing Board policy.

11. Recognition of Service

- 11.1 Staff - long service and retirement. (See Appendix A)
- 11.2 Community – affirming those who enhance the welfare of students.
- 11.3 Schools and Offices – annual staff appreciation activities.
- 11.4 Board Members – in conjunction with long service recognition.

Selected Responsibilities

1. Selection of the Secretary-Treasurer in conjunction with the Superintendent, and the determination of contract provisions for this individual.
2. Approval of annual calendars.
3. Naming of educational facilities.
4. Approval of the tender selection for building construction and modernization.
5. Approval of request to the Minister for disposition of land and buildings.
6. Conduct an annual review of the Administrative Procedure 260 - Field Trips for school and District field trips including a review of the successes, challenges and recommendations for changing the criteria for field trips.
7. Approval of the transfer of funds to or from capital reserves.
8. Approval of amendments to or the termination of the Deferred Salary Leave Plan.
9. Hear recommendation for the dissolution of a School Council.

Legal Reference: Section 56, 60, 61, 62, 63, 187, 188, School Act

Revision Dates: October 19, 2009, April 23, 2012, October 1, 2012, June 14, 2013, October 7, 2013, October 17, 2016, June 26, 2017

Board Recognition of Service Criteria

Long Service

Staff will be recognized as they complete the equivalent of 5 year increments of employment with the District. These increments must be completed in full by June 30th (for 10 month employees) or August 31st (for 12 month employees) of the year prior to the award ceremony.

For calculation purposes, one year of service is equivalent to a minimum of .60 FTE for time worked during the year. For teachers, this means a minimum of 120 full days worked during the year. For 10 month support staff, this means a minimum of 910 hours per year (based on a 35 hour work week – to be prorated accordingly). For 12 month support staff, this means a minimum of 1,092 hours per year (based on a 35 hour work week – to be prorated accordingly).

Retirement

Any employee who has reached the age of 55, is eligible to receive a pension, and will no longer be employed by the district, will be publicly recognized at the year-end mass by trustees and provided a monetary gift of \$100.

Following the retirement recognition program, any employee who is leaving the district, but is not being formally recognized as a retiree, will also be invited to receive a blessing.

The Board reserves the discretion to change the criteria of its awards programs based upon evolving financial or regulatory circumstances.



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 13.1

2017-2018 Board Monitoring Calendar

PRESENTER:

David Keohane, superintendent of schools

BACKGROUND:

As per the governance model of Greater St. Albert Roman Catholic Separate School District No. 734, administration provides ongoing monitoring reports based upon quality indicators that the Board establishes for the Superintendent and the school district. In order to ensure that the board's oversight of these reports may be effectively maintained, the attached calendar is recommended.

RECOMMENDATION:

THAT the Board of Trustees approve the 2017-2018 Board Monitoring Calendar as presented.

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



**Board Monitoring
Calendar**

2017-2018

Revised: September 28, 2017

Approximate Timeline of Agenda Items

R=Regular Meeting
INC=In-Camera
C=Committee of the Whole Meeting

September

	Meeting Type	Completed
✓ Board Policy Review Schedule Approval	R	✓
✓ Preliminary Review of Enrolment	R-INC only	✓
✓ ASBA Awards Nominations Motion – <i>Honourary Life Member, Long Service, Public Engagement, Premiers Award, Zone Appreciation</i> (Due to ASBA by Sept. 22)	R	✓
✓ ACSTA Nominations – <i>Life Membership, Honorary Life Membership, Long Service</i> (Due to ACSTA by Sept 7) (Done in June 2017 but announce so names are made public)	R	✓

October

	Meeting Type	Completed
✓ School Council Liaison Appointments (last meeting in Oct)	R	
✓ Board Allowances Honorariums Approval	R	
✓ Board Allowances	R	
✓ Staffing Report	R	
✓ Enrolment Report incl. Home Education/FMNI/ESL Student Enrolment Report	R	
✓ Accountability Pillar Report	R	
✓ Board Policy Review of 1, 2, (7 on Oct. 30)	C / R	
✓ Preliminary Review of Diploma Examination Results (DIPs), Provincial Achievement Tests (PATS) (Public Release Date Oct 12 pm) (usually September)	R-INC only	
✓ Board Planning Session Date (April 2018?)	R	
✓ Communication Plan Approval	R & INC	
✓ Advocacy Plan Approval	C / R	
✓ Board Monitoring Calendar Approval (Usually Sept)	C / R	
✓ FNMI Committee Report	R	
✓ Diploma Examination Results (DIPs), Provincial Achievement Test Results (PATS) Executive Summary (Embargoed until Oct 12)	R	
Organizational: October 30, 2017 @ 7 pm		
✓ Oath of Office (election year or new trustee)	R	
✓ Election of Board Chair and Vice Chair	R	
✓ Approval of Meeting Calendar	R	
✓ Signing Authority	R	
✓ Borrowing Resolution	R	
✓ Appointment of Auditor	R	

✓ Committee Structure and Appointments	R	
✓ School Council Liaison Appointments (will probably be deferred to Oct)	R	
✓ Disclosure of Information	R	

November

	Meeting Type	Completed
✓ Policy Considerations for ASBA and ACSTA	R-INC only	
✓ Educational/Interagency Partnerships	R	
✓ Board Policy Review of 3, 4	C / R	
✓ ASF Opt Out Motion (Required when School Act in Place)	R	
✓ Orientation for New Board (Only in Election Year) (external meeting)	-	
✓ Combined Annual Education Results Report (AERR) and Three-Year Education Plan Approval	R	
✓ Audited Financial Statement Approval	R	
✓ Fall Budget Update Approval	R	

December

	Meeting Type	Completed
✓ Board Policy Review of 5, 6, 12	C / R	
✓ Fee Waiver Report	R	
✓ Status of School Results Reviews	R	
✓ School Facilities Utilization	R	
✓ Locally Developed Courses (For 2 nd Semester)	R	
✓ Communications Plan Update	R	
✓ Safe and Caring Schools Report (Accident/Suspensions Reports for Previous Year)	C / R	
✓ Jurisdiction Class Size Report	C / R	
✓ Field Trip Activity Report	R	

January

	Meeting Type	Completed
✓ Review of Inclusive Education Programming	C / R	
✓ Board Policy Review of 8, 9	C / R	
✓ Enrolment Projections for Next Year	R	
✓ Quarterly Financial Statements	R	
✓ School Year Calendar Approval	C / R	
✓ Preliminary Budget	C / R	
✓ Field Trip Activity Report	R	
✓ Nominations for ASCA Awards Due 3 rd week of February (recommended by external committee)	R	
✓ FNMI Report	R	

Notes:

Nominations Committee should meet early in January regarding ASCA Awards.

February

	Meeting Type	Completed
✓ Faith & Spiritual Initiatives Update	R	
✓ Student Enrolment Update	R	
✓ Staffing Update	R	
✓ Board Policy Review of 13, 14	C / R	
✓ Infrastructure Maintenance & Renewal (IMR)	R	
✓ Plant Operations & Maintenance (PO&M)	R	
✓ Transportation Overview	R	
✓ Board Directed Transportation Fees Approval (usually December)	C / R	

March

	Meeting Type	Completed
✓ Draft Principles for the Basis of Allocations	C / R	
✓ Preliminary Budget	C / R	
✓ Board Policy Review of 15, 10	C / R	
✓ Field Trip Activity Report	R	
✓ Quarterly Financial Statements	R	

April

	Meeting Type	Completed
✓ Review of Field Services Report	R	
✓ Approval of Strategic Priority Report (Following Board Planning Session)	R	
✓ Leadership and Succession Planning Report	R	
✓ Preliminary District Budget	C / R	
✓ Board Policy Review of 17	C / R	

May

	Meeting Type	Completed
✓ Policy Considerations for ASBA	R	
✓ Accountability Pillar Report	R	
✓ Board Policy Review of 16, 18, 19	C / R	
✓ Strategic Plan Approval	R	
✓ Final Principles for the Basis of Allocations Approval	R	
✓ Final Budget Approval	R	
✓ Field Trip Activity Report	R	

✓ Recognition of Excellence in Teaching Nominees/Edwin Parr/ASCA Award Recipient(s), Excellence in Catholic Education	C	
✓ RCMP SRO Year-end Report for Morinville and St. Albert	R	
✓ Superintendent's Evaluation Approval	R	

Notes:

Laura Bird Memorial Committee should meet in May.

Nominations Committee should meet in May for ASBA/ACSTA Awards

June

	Meeting Type	Completed
✓ Faith & Spiritual Initiatives Final Report	R	
✓ Board Policy Review of 11, 20, 21	C / R	
✓ External Audit Scope	R	
✓ Three-Year Ed Plan Framework Approval	R	
✓ Quarterly Financial Statements	R	
✓ Field Trip Overview for the Year	R	
✓ Locally Developed Courses Approval (for following school year)	R	
✓ ASEBP Report	R / INC only	
✓ ASBA Awards Nominations – <i>Honourary Life Member, Long Service, Public Engagement, Premiers Award, Zone Appreciation</i> (Due to ASBA 3 rd week of September) (Committee Recommendations)	R	
✓ ACSTA Nominations – <i>Life Membership, Honourary Life Membership, Long Service</i> (Due to ACSTA first week of September) (Committee Recommendations) (Depending on Sept Board Meeting Date)	R	
✓ St. Kateri Boundary Review	R	
✓ Laura Bird Memorial Beacon of Hope Award	R	



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 13.2

Board Advocacy Plan

PRESENTER:

David Keohane, superintendent of schools

BACKGROUND:

The Board Advocacy Plan includes priorities that are important work for the Board in furthering the influence and viability of the School District within the communities that it serves. The attached document summarizes recommended work based upon the 2017 – 2018 Strategic Priority Report of the Board and the Board's Strategic Plan that was developed subsequent to that report. This document has been designed to recommend those areas within the Board's Strategic Plan that align with the unique work of the Board as expressed in Policy 2: Role of the Board. The areas recommended align with the Board's role in Faith Advocacy, Planning, Political Advocacy, and Accountability to the Community.

In determining the number of priorities that are important in this document, it would be important to consider a manageable and attainable amount that could be completed by the conclusion of the current school year.

RECOMMENDATION:

THAT the Board of Trustees adopt the 2017-2018 Advocacy Plan as presented.



GREATER ST. ALBERT CATHOLIC SCHOOLS

2017-2018 Board Advocacy Plan

PRIORITY OUTCOME 1: CELEBRATE LIVING AND LEADING LIKE JESUS - WE ARE SERVANTS

Strategy:

- ✓ Trustees bear witness to, celebrate, and communicate evidence of Christ centred service in our schools

Measure:

- ✓ Schools communicate monthly exemplars of “Living and leading like Jesus” at Board Meetings
- ✓ % of students and parents who believe that knowing the example of Jesus improves their lives

PRIORITY OUTCOME 2: FURTHER GOVERNANCE DIALOGUE BETWEEN INDIGENOUS COMMUNITY LEADERSHIP

Strategy:

- ✓ Continue participation within the District First Nations, Metis, and Inuit Leadership Committee and promotion of District participation within indigenous community events.

Measure:

- ✓ Experiencing understanding, relationship, and appropriate student supports through liaising with regional First Nations, Metis, and Inuit leadership groups
- ✓ Communicating using digital and verbal messaging about ongoing indigenous education initiatives

PRIORITY OUTCOME 3: PROMOTE THE ONGOING VIABILITY OF CATHOLIC EDUCATION

Strategies:

- ✓ Liaise with local municipalities regarding the availability of school sites within area structure plans
- ✓ Engage city / town councillors regarding emerging priorities of the District
- ✓ Support student and community voice within public engagement processes

Measure:

- ✓ Commitment to meeting with municipalities and government
- ✓ % of stakeholders participating with programming and new school related consultations
- ✓ Percentage of parents and students satisfied with overall quality of Education within our schools

PRIORITY OUTCOME 4: PROMOTE PROGRAMS OF INTEREST FOR STUDENTS

Strategy:

- ✓ Supporting programs of interest based on community voice
- ✓

Measure:

- ✓ School and District based responsiveness to student priorities for programming

2017-2018 STRATEGIC PLAN

Source Document: Board Policy 1: District Mission Statement, Values and Beliefs, Goals and Objectives; Strategic Priority Report to the Board 2017-2018

FOCUS ON FAITH

- Establish a three-year faith theme dedicated to *Living Like Christ*, that annually focuses on the three core aspects of Jesus' ministry: *Servant, Steward, Shepherd*.
- Develop further awareness of connections between our Catholic Faith and the spiritual beliefs / practices of our First Nations, Metis, and Inuit brothers and sisters.

FOCUS ON PROVINCIAL MANDATE FOR EDUCATION

- Further awareness and understanding of Truth and Reconciliation through expertise and collaboration provided by First Nations, Metis, and Inuit Advisory and Leadership Committees.
- Assess First Nations, Metis, and Inuit engagement and success in learning complemented with the goal of providing supportive programming interventions.
- Prioritize pedagogy focused on cross-curricular competencies based on a strong foundation of relevance, engagement, and numeracy / literacy skills.

FOCUS ON COMMUNITY INTEREST IN OUR SCHOOLS

Through responding to our community interests and, in particular, the voice of our students:

- Address awareness and supports for student mental health.
- Promote a digital literacy strategy contributing to the enhancement of moral discernment and self-regulation.
- Foster robust wellness education programs, notably physical health and recreation academy programs within the district.
- Provide flex-time at the junior high level that supports technology integration and is responsive to student interests.
- Design high school programming that offers:
 - relevant, varied flex / option courses;
 - additional dual credit courses;
 - student exploration of career opportunities;
 - enhanced academic challenge;
 - world of work competencies.

FOCUS ON LEGACY

In furthering the advocacy role of the Board, priority will be placed upon:

- Promoting liaising with local municipalities and the provincial government regarding awareness of school capital projects and the availability of school sites within Area Structure Plans.
- Celebrating the strong attraction of families to our educational mandate, who through choice, enable our district to exceed provincial trends regarding enrollment in Catholic education.
- Sustaining the continuity of enrollment of students within K – 12 Catholic education.
- Supporting student and community voice in public engagement processes.

BOARD OF TRUSTEES

Serena Shaw – Chair (St. Albert) | Rosaleen McEvoy – Vice-Chair (St. Albert)
Joan Crockett – Trustee (St. Albert) | Joe Becigneul – Trustee (St. Albert)
Noreen Radford – Trustee (Morinville) | René Tremblay – Trustee (Morinville)
Cathy Proulx – Trustee (Legal)

MISSION

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



VISION

Excellence in learning through faith, relationships, and engagement.



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



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 13.3

2017-2018 Communication Plan and Highlights

PRESENTER:

Carol Bruineman, communications manager

BACKGROUND:

The Communication Plan, which is an internal document, identifies ways to implement initiatives and practices to ensure quality and timely communication, a key focus in the Board's Strategic Plan. This plan is reviewed with the Board on an annual basis.

Attached is the 2017-2018 Communication Plan Highlights that will be posted on the website.

RECOMMENDATION:

THAT the Board of Trustees approve the 2017-2018 Communication Plan and 2017-2018 Communication Plan Highlights to be posted on the district website.

2017 - 2018 Communication Plan Highlights

Greater St. Albert Catholic Schools Board of Trustees has identified communications as a priority to ensure the District is viewed as a leader in the province that fulfills its mission to “awaken the hearts and minds of students while educating and nurturing each to learn, live fully and serve others.” The Communication Plan is a strategic document that aligns with the Board’s Advocacy and Education Plans to make visible the success in our schools and maintains connections with our communities.

The communication plan outlines objectives, challenges, and plans to reach out to priority audiences in a timely and effective manner. Furthermore, the plan highlights that engagement of communities is essential to understanding stakeholder perspectives on how the district can further the success of all students. The plan also details opportunities to highlight the success of the Catholic education, providing school choice, along with new initiatives and projects.

The Board has established communication goals for 2017-2018 that include:

1. District as the first and best source of information.
2. Providing timely and consistent information.
3. Increasing awareness of District programs, success and initiatives.
4. Opportunities for engagement to improve the school experience for all students.

The plan recognizes that interest in education has broad appeal in the communities that are served by the district and that information needs to be shared on a variety of platforms. An integrated communications approach responds to this, by committing to a range of methods that informs and encourages dialogue. Priority audiences for the Board are families with children attending our schools, staff, local parishes, community and educational partners, who assist us in delivering a high quality education.

The plan outlines opportunities for the Board to provide regular updates and information on:

- School performance and student achievement,
- Strategic Priorities and the District Three-year Education Plan,
- Catholic Advocacy,
- Programming and
- Capital Plans (New School Openings in Morinville and St. Albert).

Further to this, the plan highlights opportunities to provide input that would inform Board decisions. This includes establishing new programming and elementary attendance areas in Morinville and events to celebrate the opening of Sister Alphonse Academy in St. Albert in September 2018.

The Communication Plan is continually reviewed and updated to ensure alignment with the Board Advocacy and Education Plans.





BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 13.4

2017-2018 Board Honorarium Rates

PRESENTER:

Deb Schlag, secretary-treasurer

BACKGROUND:

As outlined in Policy 7, section 11.1 – Honoraria, “Payment of the annual amount shall be made monthly, equally divided over 12 months of the year. Annual increases shall be effective each September, and beginning September 1, 2014 shall be equal to the annual percentage change from August to August in the Consumer Price Index, by province (Alberta), for “all items”, as published by Statistics Canada.” The Consumer Price Index information released by Statistics Canada on September 22, 2017 indicated a 1.1% change from August 2016 to August 2017 (see attached).

RECOMMENDATION:

THAT the Board of Trustees approve the 2017-18 Annual Honorarium Rates, effective September 1, 2017, for Trustees in the following positions: Chair: \$13,891 per annum (\$1,157.60 per month); Vice-Chair: \$12,732 per annum (\$1,061.00 per month); and Trustee: \$11,609 per annum (\$967.45 per month). Any newly elected Trustees will receive a prorated amount for 17-18, based on 10 months of the fiscal year, beginning November 2017 and ending in August 2018.

AND

THAT any changes to respective Honorarium Rates, due to changes in positions from Elections held at the Organizational Meeting on October 30, 2017, take effect as of November 1, 2017.

Statistics Canada

[Home](#) > [Summary tables](#) >

 Related tables: [Consumer price indexes](#).

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Consumer Price Index, by province (monthly) (Alberta)

	August 2016	July 2017	August 2017	July 2017 to August 2017	August 2016 to August 2017
	2002=100			% change	
Alta.					
All-items	135.9	137.0	137.4	0.3	1.1
Food	143.2	142.8	143.1	0.2	-0.1
Shelter	163.1	164.2	164.9	0.4	1.1
Household operations, furnishings and equipment	121.8	121.5	121.7	0.2	-0.1
Clothing and footwear	91.6	93.9	94.5	0.6	3.2
Transportation	131.5	132.9	133.4	0.4	1.4
Health and personal care	133.3	134.1	135.3	0.9	1.5
Recreation, education and reading	112.2	114.9	114.2	-0.6	1.8
Alcoholic beverages and tobacco products	161.0	164.8	165.2	0.2	2.6
Special aggregates					
All items excluding food	134.6	136.0	136.4	0.3	1.3
All items excluding energy	135.0	136.0	136.1	0.1	0.8
Energy	143.5	145.8	150.7	3.4	5.0
Source: Statistics Canada, CANSIM, table 326-0020 and Catalogue nos. 62-001-X and 62-010-X . Last modified: 2017-09-22.					

 To learn more about the Consumer Price Index, see [Your Guide to the Consumer Price Index](#).

[Find information](#) related to this table (CANSIM table(s); Definitions, data sources and methods; *The Daily*; publications; and related Summary tables).

Date modified: 2017-09-22



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 13.5

Board 2017-2018 Allowances

PRESENTER:

Deb Schlag, secretary-treasurer

BACKGROUND:

The Board directed a committee to review the governance budget in 2015-16. The committee met on September 9, 2015 and discussed elements of compensation based on the principles of fairness, transparency, and simplicity. A consensus was reached to keep the general Trustee Non-Accountable Expense Allowance at \$1,800 year (\$150/month), but to raise the Chair and Vice-Chair position allowances to \$1,500/year for the Chair (\$125/month) from \$900/year (\$75/month) in 2014-15 and \$1,050/year for the Vice-Chair (\$87.50/month) up from \$360/year (\$30/month) in 2014-15.

For 2017-18, there are no further changes contemplated. The following Allowance Schedule remains for the Board's consideration:

Non-Accountable Expense Allowance – All Trustees: \$1,800/year (\$150/month)

In addition to the amount for all Trustees, as noted above, a position allowance for the Board Chair & Vice-Chair would also be provided as follows:

Position Allowance – Chair: \$1,500/year (\$125/month)

Position Allowance – Vice-Chair (70% of Chair): \$1,050/year (\$87.50/month)

The attached schedule of rates to October 30, 2017, is presented for consideration. If the schedule is approved it will be posted to the web as presented. Amounts will be pro-rated for all Trustees commencing or resigning their terms after the election or anytime during the year. The attached schedule will be updated with names/amounts to August 2018, on November 1, 2017 following the General Election and the Organizational Meeting.

RECOMMENDATION:

THAT the Board of Trustees approve the 2017-18 Annual Allowance Rates, effective September 1, 2017, for Trustees as follows:

Non-Accountable Expense Allowance – All Trustees: \$1,800/year (\$150/month);

Position Allowance – Chair: \$1,500/year (\$125/month);

Position Allowance – Vice-Chair: \$1,050/year (\$87.50/month).

Amounts will be pro-rated for all Trustees commencing or resigning their terms during the year.

AND

THAT any changes to respective Annual Allowances, due to changes in positions from elections held at the Organizational Meeting on October 30, 2017, take effect as of November 1, 2017.



Greater St. Albert Catholic Schools

2017-18 Monthly Trustee Non-Accountable Allowance

Date: Effective September 1, 2017

Last Name	First Name	Allowance Description	TOTAL	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Becigneul	Joe	Expense	\$300.00	\$150.00	\$150.00										
Crockett	Joan	Expense	\$300.00	\$150.00	\$150.00										
McEvoy	Rosaleen	Expense	\$300.00	\$150.00	\$150.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Proulx	Cathy	Expense	\$300.00	\$150.00	\$150.00										
Radford	Noreen	Expense	\$1,800.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Shaw	Serena	Expense	\$300.00	\$150.00	\$150.00										
Tremblay	Rene	Expense	\$1,800.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Totals		Expense	\$5,100.00	\$1,050.00	\$1,050.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Shaw	Serena	Chair	\$250.00	\$125.00	\$125.00										
Totals		Chair	\$250.00	\$125.00	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
McEvoy	Rosaleen	Vice-Chair	\$175.00	\$87.50	\$87.50	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Totals		Vice-Chair	\$175.00	\$87.50	\$87.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals			\$5,525.00	\$1,262.50	\$1,262.50	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 15.1.1

Board Chair Correspondence

As reported by the Board Chair.

	Date of Correspondence	Sender/Recipient	Subject of Correspondence
1.	September 13, 2017	ACSTA /Board Chairs	Fundraising Campaign for Development and Peace



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 15.2

Report from the Superintendent

BACKGROUND:

Please see attached.

RECOMMENDATION:

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



**Superintendent's Information Report to the Board
Greater St. Albert Roman Catholic Separate School District No. 734
October 2, 2017**

***Organizational Management**

2017-2018 Student Enrolment Report

Assistant Superintendent, Sean McGuinness will provide a report on student enrolment. To ensure the most up-to-date information showing September 30th enrolments, this report will be provided as a handout. (Handout)

Educational Leadership

First Nations, Métis and Inuit Report

Assistant Superintendent, Rhonda Nixon, will provide a First Nations, Métis and Inuit Report update. (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.



DATE: October 2, 2017
TO: David Keohane, Superintendent of Schools
FROM: Rhonda Nixon, Assistant Superintendent
RE: *First Nations, Métis, and Inuit Report*

Introduction

In our District's Three Year Education Plan 2017-2020, Outcome Two: The Systemic Education Achievement Gap Between First Nations, Métis, and Inuit Students and All Other Students, we are focused on Reconciliation for Education as part of the *Commission of Canada's Calls to Action for Truth and Reconciliation (2012)*. Here, we summarize strategies that have been enacted this year.

Our First Nations, Métis, and Inuit Committees

(2017-2020) A district-wide First Nations, Métis, and Inuit Advisory Committee will recommend school-based processes to maximize student engagement in learning. A district-wide First Nations, Métis, and Inuit Leadership Committee will provide guidance on whether and how to adjust our strategies throughout the year.

Our First Nations, Métis, and Inuit Advisory Committee is focused on: providing teacher education on Truth and Reconciliation, exploring classroom materials with the emerging curriculum, connecting our Catholic faith and Indigenous spirituality, celebrating reconciliation strategies in schools, and documenting our elders' teachings. Edna and Ella Arcand suggested that we document their stories by inviting an Indigenous student to our meetings to artistically depict their teachings as a "visual ethnography."

Our First Nations, Métis, and Inuit Leadership Committee is focused on building relationships through inter-agency work (e.g., taking part in District Pipe Ceremonies and the Healing Garden) and sharing in advocating for Indigenous Education locally and provincially. Currently, our focus is sharing what we are doing in terms of teacher training and classroom explorations with our parents.

Residential Schooling Session: September 26, 2017

(2017-2020) Our focus on Truth and Reconciliation furthers staff awareness of trust, respect, and understanding of First Nations, Métis, and Inuit efforts to honour cultural strengths.

Thirty-six participants (two staff members from every school and three district staff) took part in a residential schooling session on September 26, 2017. They experienced the session in the morning and then learned how to facilitate the same session at their schools on October 20, 2017. This session had four goals: **Awareness** (examine legal documents that led to Indian Residential Schools in Action), **Acknowledgement** (analyze the impacts of residential schools on the individual, family, and community)



Atonement (Critique the actions of the Canadian government to make amends to the survivors and their families), and **Action** (Explain ideas, resources, and strategies that will enhance understanding and mutual respect between Indigenous and non-Indigenous peoples). Cheryl Devin, our Walking Together Consultant, from the Alberta Teachers' Association (funded by Alberta Education), engaged our staff in engaging ways of teaching about individuals' residential school experiences. Participants rated their experience as "Excellent." They appreciated that the session materials were well prepared (folders and copies were done for each school), and they felt comfortable leading the session at their respective sites.

Advisory Committee Meeting: September 29, 2017

(2017-2020) Our First Nations, Métis, and Inuit Literature Grant Committee provides K-12 teachers with materials to explore foundational concepts of emerging curriculum in Indigenous Education.

Faith Outcome: (2017-2020) Develop further awareness of connections between our Catholic Faith and the spiritual beliefs/practices of our First Nations, Metis, and Inuit brothers and sisters.

Our advisory committee explored literacy strategies using titles from our newly developed [indigenous literature kit K-12](#). Yvonne Stang, our District Literacy Consultant, led this session and will continue to offer one-hour sessions at every advisory committee meeting. Our Advisory Committee leads will explore strategies shared and bring back evidence of classroom applications to future meetings. Similarly, Colin Loiselle, our Religious Education and Family and Christian Life Consultant, offered and will continue to offer one-hour sessions on how to connect our Catholic faith and Indigenous spirituality at every advisory committee meeting. Staff will apply such learning in classroom and school liturgies and lessons.

Leadership Committee Meeting: September 29, 2017

(2017-2020) Innovative partnerships between home and school occurs to build student engagement.

Our leadership committee shared strategies on how to connect what was happening in the advisory committee with parents. This was a request that came from schools and consideration was given to the following strategies: maintaining a "blog" on the First Nations, Métis, and Inuit webpage that highlighted key events and resources and sharing School Council summaries prepared by administration.

Conclusion

We are enacting key strategies to ensure that Outcome Two: The Systemic Education Achievement Gap Between First Nations, Métis, and Inuit Students and All Other Students is realized. We are focused on Reconciliation for Education through our work on two committees, and we are well on our way to another vibrant year in meeting *Calls to Action for Truth and Reconciliation*.



BOARD OF TRUSTEES REGULAR MEETING

OCTOBER 2, 2017

ATTACHMENT FOR AGENDA ITEM 16

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 2017-2018

Month	Date	Event	Location Time	Attending
SEPTEMBER				
	September 1, 2017	Opening Mass Blueprints	Mass: St. Jean Baptiste (8:30 am) Blueprints: MCCC	Becigneaul, Crockett, McEvoy, Shaw, Tremblay
	September 12, 2017	Catholic Social Services Fall Celebration	Royal Alberta Museum (4:30 pm)	Keohane, Schlag
	September 15, 2017	Opening & Celebration of the St. Albert Healing Garden	North Side of Sturgeon River (near St. Albert Place (9:30 am))	Crockett
	September 25/26, 2017	Legislation Engagement Session with Minister	Coast Edmonton Plaza	Keohane, Schlag, Shaw, Crockett, Stefner
	September 29, 2017	FNMI Leadership Committee Meeting	District Office	Keohane, Crockett, Tremblay, Radford
OCTOBER				
	October 2, 2017	ESSMY Awards	St. Albert Catholic Parish (7:00 pm)	McGuinness
	October 4, 2017	Long Service Awards	MCCC (4 pm)	Becigneaul, Crockett, McEvoy, Shaw, Tremblay, Radford, Proulx
	October 25, 2017	SACHS Awards	Arden Theater (7:00 pm)	Keohane
	October 25, 2017	Kevin Carr Awards	Maria Goretti Community Hall (11:30 am)	Keohane
NOVEMBER				
	November 1, 2017	MCHS Awards	MCCC (7:00 pm)	
	November 4, 2017	St. Joseph's College - Ignite Gala	Chateau Lacombe Hotel Ballroom (6:00 pm-Auction. 7:00 pm Dinner)	
	November 9, 2017	SAM Celebration	St. Albert Curling Club (12:30 pm - 3:00 pm)	
	November 17-19, 2017	ACSTA AGM	Westin	
	November 17, 2017	ACSTA New Trustee Session	Westin 9:00 am-11:30 am	
	November 19-21, 2017	ASBA FGM	Westin	
DECEMBER				
	December 7, 2017	SRR Visits - JJ Nearing	JJN (8:30 am)	Keohane
		SRR Visits - École Marie Poburan	EMP (10:30 am)	Keohane
		SRR Visits - École Notre Dame	Notre Dame (1:30 pm)	Keohane
	December 11, 2017	SRR Visits -Bertha Kennedy	Bertha Kennedy (8:30 am)	Keohane
		SRR Visits - Neil M.Ross	NMR (10:30 am)	Keohane
		SRR Visits - VJ Maloney	VJM (1:00 pm)	Keohane
	December 19, 2017	Trustee Baskets to Schools / BELRA Presentation		
MARCH				
	March 4-6, 2018	Alberta Rural Education Symposium (ARES)	TBD	