

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF
GREATER ST. ALBERT ROMAN CATHOLIC
SEPARATE SCHOOL DISTRICT NO. 734
HELD on MONDAY, November 23, 2015, 2:00 P.M.
District Office, 6 St. Vital Avenue,
St. Albert, AB**

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

MEMBERS ABSENT Trustee Proulx

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

D. Quick, assistant superintendent

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

OPENING PRAYER Trustee McEvoy offered the opening prayer.

IN CAMERA

59/16 Trustee Shaw: **THAT** the Board of Trustees move In Camera at 2:02 p.m.
CARRIED (5/5)

OUT OF CAMERA

60/16 Trustee Crockett: **THAT** the Board of Trustees move Out of Camera at 2:59 p.m.
CARRIED (5/5)

APPROVAL OF AGENDA

61/16 Trustee Tremblay: **THAT** the Board of Trustees approve the agenda as amended with the addition of 6.3 Minutes of the Financial Audit Review meeting, November 18, 2015 and 12.2 Treaty Six Lands Update.
CARRIED (5/5)

APPROVAL OF MINUTES & SUMMARIES

62/16 Trustee McEvoy: **THAT** the Board of Trustees approve the minutes of the Regular Board meeting held October 26, 2015 as circulated.
CARRIED (5/5)

63/16 Trustee Tremblay: **THAT** the Board of Trustees approve the summary of the Advocacy Meeting held November 2, 2015 as circulated.
CARRIED (5/5)

64/16

Trustee Crockett: THAT the Board of Trustees approve the minutes of the financial audit review regular meeting of the Board held November 18, 2015 as circulated.

CARRIED (5/5)

COMMITTEE AND EVENT REPORTS

65/16

Trustee Shaw: THAT the Board of Trustees approve the committee reports from the Advocacy Committee meeting held on November 2, 2015, as follows:

7.1 Alberta School Boards Association meeting Zone 2/3

7.2 Business Liaison Morinville

CARRIED (5/5)

GOOD NEWS

Trustee Radford shared the Good News Report and also congratulated MCHS on their outstanding volleyball season including their success in qualifying for provincials. Trustee McEvoy commended École Marie Poburan for hosting an outstanding faith day celebration!

QUESTIONS FROM THE PUBLIC

None.

CONSENT ITEMS

Review of Board Policies 2 – Role of the Board and Board Policy 3 – Role of the Trustee

66/16

Trustee McEvoy: THAT the Board of Trustees approve the review of Board Policy 4 – Trustee Code of Ethics and Board Policy 12 – Role of the Superintendent (Keohane) with no changes.

CARRIED (5/5)

ACTION ITEMS

Audited Financial Statement

Secretary-treasurer Schlag presented the Audited Financial Statement for the 2014-2015 school year highlighting a modest operating surplus.

67/16

Trustee McEvoy: THAT the Board of Trustees approve the for release the Audited Financial Statements (AFS) and Notes for the year ending August 31, 2015 with operating revenues of \$70,550,233 and operating expenditures of \$70,312,338, resulting in an operating surplus of \$237,895.

AND

THAT the Board of Trustees receive the Unaudited Schedules (UA) to the Financial Statements for the year ending August 31, 2015 as information and directs Administration to post the UA on the web along with the AFS and Notes.

CARRIED (5/5)

Fall Budget Update

Secretary-treasurer Schlag presented the update reflecting higher than projected enrolment numbers than the budget presented in June 2015. The budget projects a small deficit in comparison to the June budget, which had no projected surplus (deficit).

68/16

Trustee Shaw: THAT the Board of Trustees formally receive the 2016 FALL Budget UPDATE as information, reflecting Revenues of \$70,334,740 and Expenses of \$70,462,757; an overall projected deficit of (\$128,017).

CARRIED (5/5)

Combined 2014-15 Annual Education Results Report & 2015-18 Three Year Education Plan

Superintendent Keohane presented the annual report highlighting the district success as measured by the Accountability Pillar Report including the success students are exhibiting. This is inclusive of FNMI students. Opportunities for furthering this success were shared.

69/16

Trustee Crockett: THAT the Board of Trustees approve the combined 2014-2015 Annual Education Results Report & 2015-2018 Three-Year Education Plan for submission to Alberta Education.

CARRIED (5/5)

Membership of School Name Selection Committee

70/16

Trustee McEvoy: THAT the Board of Trustees confirm membership of Name Selection Committees for the districts' newly awarded schools to include at least one staff member, parent council member, parishioner, priest, parent, student, trustee, and a historian.

CARRIED (5/5)

NEW BUSINESS

Audit Committee Development

Trustee Radford discussed the merits and opportunity to establish an audit committee consistent with the requirements in the upcoming Education Act. Trustees were directed to review the Guide to Audit Committees for discussion at a future Advocacy Committee meeting.

Treaty Six Update

Trustee Crockett presented the importance of acknowledging the District's presence on Treaty Six lands during celebrations.

71/16

Trustee Crockett: THAT the Board of Trustees direct the superintendent to conduct research resulting in the acknowledgement of First Nations, Metis, and Inuit (FNMI) groups affiliated with our jurisdiction schools and bring back information to the Board on how to best recognize this group.

CARRIED (5/5)

INFORMATION ITEMS

Report from the Chair

Trustee Radford updated the Board on a new system to catalogue correspondence received. Trustee Radford shared information on the Five Marks of a Catholic Education initiative that Edmonton Catholic Schools currently have underway. It was noted that the District submission for a Friends of Education Award was not successful, however, it was recommended that local recognition of the nominee would be scheduled at an upcoming meeting.

Report from the Superintendent

Trustee Request for Information Response

Further to the RFI from Trustee Radford made at the October 26, 2015 Regular Meeting, secretary-treasurer Schlag provided an update for the Board on diverse needs coding based on the information in the funding manual for 2015-2016 and the actual funding received for 2014-2015. It was highlighted that the funding model does not fully support the inclusive model. A written report was provided by assistant superintendent Quick.

MEETING EXTENSION

72/16 **Trustee Crockett:** **THAT** the Board of Trustees extend the Regular meeting of the Board until 6:30 p.m. **CARRIED (5/5)**

Educational Leadership/Organizational Management

Assistant superintendent McGuinness provided an updated Field Trip Activity Report. The Jurisdiction Class Size Report was also presented highlighting that K-3 is the grade levels challenged in meeting the Alberta Education guideline for class size. Grades 4-12 are either aligned with the Alberta Education guideline or better.

Superintendent Keohane provided a summary of the educational partnerships that currently exist within the District.

73/16 **Trustee Shaw:** **THAT** the Board of Trustees receive the Superintendent's report as information. **(5/5) CARRIED**

BOARD COMMITMENTS

74/16 **Trustee Tremblay:** **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 about the reference to Treaty Six land in the AERR and the support for staff in implementing this. Superintendent responded that support will be provided to the district leadership group, which will be shared with schools, respectively.

Carryl Bennett-Brown inquired as to the change in protocol and rationale for handing questions from the public at regular board meetings. Response was provided that changes were made to Policy 7 on September 28, 2015 that were consistent with other Boards across the province.

TRUSTEE REQUEST FOR INFORMATION

There were no requests for information.

IN CAMERA

75/16 **Trustee McEvoy:** **THAT** the Board of Trustees move In Camera at 6:03 p.m. **CARRIED (5/5)**

Trustee Caron joined the meeting at 6:07 p.m.

OUT OF CAMERA

76/16

Trustee McEvoy: THAT the Board of Trustees move Out of Camera at 6:17 p.m.

CARRIED (6/6)

CLOSING PRAYER

Trustee McEvoy offered the closing prayer.

ADJOURNMENT

77/16

Trustee Crockett: THAT the Board of Trustees adjourn the regular meeting at 6:18 p.m.

CARRIED (6/6)

Secretary Treasurer

Chair



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

Committee Report Summary

Board Advocacy Committee Meeting Date: November 2, 2015

Submitted by Trustee: Joan Crockett

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

Committee Meeting Date: October 30, 2015

Highlights: Election of Officers

Two Year Positions:

- **Zone Chair** – Cheryl Dumont; St Albert Public Schools
- **Zone Vice-Chair** – Colleen Holowaychuk; Elk Island Public Schools
- **Director 1** – Jean Boisvert; Elk Island Catholic Schools
- **Alternate Director 1** – Vicky Lefebvre – Lakeland Catholic
- **Comprehensive School Health Rep** - Irene Sawyer; Living Waters Schools
- **Comprehensive School Health Alternate** – Margaret Borders -

One Year Positions:

- **Edwin Parr Committee:** 1) Carol DeMong; Grande Yellowhead, 2) Deb Pedersen – St Paul, 3) Jackie Comeau – Pembina Hills
- **Advocacy Committee:** 1) Alice McLaughlin – Buffalo Trail, 2) Susan Kahol – Star Catholic, 3) Albert Schalm
- **ASBA Second Language Caucus Rep** – Laura Thibert – Edmonton Catholic
- **ASBA Second Language Caucus Rep Alternate** – Pat Pederson – Aspen Hills Public Schools

Budget – Zone executive recommends that Zone fees be reduced for this year to bring Zone surplus in order. Proposed Budget (attached).

Audited Financial Statement – Positive

Chairs Report – Cheryl Dumont

- Upcoming PD – Writing policy, Robert’s Rules, ASEBP benefits versus other carriers, Safe and Caring Schools, How to explain Reserves/surpluses, ERLC
- November PD – Board Rep training
- Zone Facebook page to be monitored by Kim Ayers, Zone 2/3 secretary.
- Discussion for November FGM – What makes our Zone unique?
- Jeanne Fontaine from STAR Catholic has audited Zone2/3 books. Results – positive.

Advocacy Committee Report – Alice McLaughlin

- September 30 MLA Event – 14 MLAs and 56 trustees present. Format was favorable, relationships were built, and topics discussed were concrete and of importance.

U of A Field Experiences Advisory Committee Report – Glenys Edwards

- 2014 student teachers – 23/750 failed. Most underestimated commitment of teaching. Will get second chance by setting up a contract in their next placement.
- Most student teachers find greatest challenge is classroom management.
- Students in practicums are concerned about expense of criminal record checks.
- Piloting a student teacher practicum which includes 10 hours per week of volunteer work with youth.
- 2015 – 808 student teachers, some student teaching in Macau and Bermuda
- Cambodia – practicum for French Immersion (new program).

Zone Directors Report – Jean Boisvert

- ATA to receive monies from the Government for sex education.
- Zone chairs will now meet a minimum of 4x a year.
- Zone 2/3 Board rep training manual in process of being made. Relevant for new and seasoned trustees.
- A motion to be discussed at Board level.” To understand and review philosophy of bringing proposed policies to Zone 2/3; to review the process of bringing policies to Zone2/3 and to make recommendations for revisions to the Zone 2/3 bylaws to be decided upon by the Zone 2/3 membership by February, 2016.”

Directors Report – Maurice Trottier, Alberta Education Manager

Highlights:

- New student self-service website “**myPass**” is a new service that provides students with direct access to their education information.

- **Tell Them From Me Student Surveys** – results for all students completing the survey will be included in school and jurisdiction Accountability Reports. Jurisdictions can add their own questions.
- **Professional Standing of a Teacher** – Prior to hiring a certified teacher, it is expected that employing schools conduct a current record check, vulnerable sector check and ensure the teacher’s certificate is in good professional standing.
- **Bill of Rights Amendment** came into effect June 1, 2015. Code of Conduct for students must be made publicly available, and reviewed each year.

Alberta’s Mental Health Review

- Premier Notley announced in June that a committee would lead a review of Alberta’s addiction and mental health system. All Albertans have the opportunity to provide input online.

Wellness, Resiliency and Partnership (WRaP)

- WRaP provides support in Alberta schools to children and youth affected by Fetal Alcohol Spectrum Disorder (FASD). Website includes tools, information and resources to promote awareness and education about FASD.

Newly Developed Inclusive Education Policy

- This policy effective at the beginning of the 2015 – 2016 school year, ensures all students have access to meaningful and relevant learning experiences that includes appropriate instructional supports.

Next meeting 27/11/2015 – 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: November 2, 2015

Submitted by Trustee: Trustee Crockett (for Trustee Radford)

Committee/Event Name: Business Liaison Chamber Luncheon)

Committee Meeting Date: October 7, 2015

Highlights: Nolan Crouse – Chair of Capital Region Board (CRB)

- CRB consists of 24 municipalities that surround Edmonton. The region covers 12 000 sq km, 40% of GEP and accounts for 30% of Alberta's population of 1.2 million.
- CRB was established by the Municipal Government Act in 2008 to ensure long term prosperity of the region.
- Nolan Crouse stated that there is a tremendous movement of peoples moving from rural to urban, at the same time as people moving from the city to bedroom communities and acreages. This migration increases the need for shared infrastructure and the development of policies to sustain prosperity of the region while planning for the coming 30 – 50 years.
- Since its inception in 2008, the CRB has approved 35 developments that will house the next 300 000 people in double the density than present.
- Present issues include: outer ring roads, public transit, and airport discussions.
- Future Plans include: renewal of 30 – 50 year plan, agricultural land policy, urban/rural density and watershed issues.
- Nolan Crouse, chair of CRB insisted that with interdependence of municipalities, regional collaboration is needed for future sustainability and prosperity.

Important Dates:

October 28, Rec Centre Meeting

November Chamber Luncheon – Annual Budget Review