



# Regular Board Meeting

## Meeting Minutes: Tuesday, June 19, 2018

**Date/time:** Tuesday, June 19, 2018 Started: 10:00 AM Ended: 4:00 PM  
**Location:** Holy Family Catholic Education and Conference Centre  
**Purpose/notes:** Regular scheduled meeting  
**Chaired by:**  
**Minuted rec. by:** Carmen Doris  
**Status:** Minutes drafted

### Attendance

**Present:** Ryk David Badger, Jody Bekevich, George Chuckvar, Larry Connolly, Carmen Doris, Gary Fisher, Aimee Hirtle, John Kuran, Carmelle Lizee, Margaret Michaud, John-Michael Pozniak, Jim Taplin, Betty Turpin, Kelly Whalen  
**Absent:** Cora Ostermeier

### Meeting documents

40 documents attached to agenda items below

### Agenda

## 1. CALL TO ORDER

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### 1.1. Call To Order

Board Chair Whalen called the meeting to order at 10:00 a.m.

**Status:** Completed

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## 2. PRAYER

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### 2.1. Prayer

Board Chair Whalen led the meeting in prayer.

**Status:** Completed

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## 3. ADOPTION OF AGENDA

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### 3.1. Adoption of Agenda

MOVED: the Board adopt the agenda for the June 19, 2018, Regular Board Meeting as presented.

**Resolution #:** 89-06-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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## 4. ADOPTION OF MINUTES

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### 4.1. Approval of May 15, 2018 Regular Board Meeting Minutes

**MOVED:** the Board adopt the minutes of the May 15, 2018, Regular Board Meeting, as presented.

**Resolution #:** 90-06-2018

**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

- Minutes-2018-05-15-v3.pdf
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## 5. TRUSTEE REPORTS

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### 5.1. Trustee Monthly Reports

Trustees provided a verbal report of their monthly activities as trustees.

**Status:** Completed

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### 5.2. Board Meeting Evaluation (Responses)

The Board Meeting Evaluation Survey for the May 15, 2018, Regular Board Meeting were received for information.

**Status:** Completed

- Board Meeting Evaluation Form (Responses) - Form Responses 1 (2).pdf
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### 5.3. Trustee David Badger's Report to Western Cree Tribal Council - May 2018

Trustee David Badger's report to Western Cree Tribal Council for the month of May 2018 was received for information.

**Status:** Completed

- WCTC May 2018.pdf
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## 6. TRUSTEE PROFESSIONAL DEVELOPMENT

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### 6.1. Certificate in Catholic School Trusteeship - Newman College - Father Penna

Superintendent Turpin reported that she has not received any information to date.

**Status:** Parked

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### 6.2. ACSTA Catholic Schools Legal Summit - September 28, 2018

Board Chair Whalen, Vice-Chair Fisher, Trustees Chuckvar, Kuran and Pozniak, Communications Coordinator Bekevich, Superintendent Turpin and the Assistant Superintendent of Business Services will attend the ACSTA Catholic Schools Legal Summit on September 28, 2018.

Central Office will request a quote for a Charter Flight to Calgary.

**Status:** Parked

- Legal\_Summit\_2018\_Program.pdf



## 7. NEW BUSINESS

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### 7.1. 11:30 AM Presentation - Katie Coen, Glenmary Student - Canada-Wide Science Fair

At 11:00 a.m., Kaitlyn Coen, a Glenmary School student, who won the Engineering Innovation Award at the 2018 Canada-Wide Science Fair in Ottawa, along with Kellie Coen and Teacher, Johnathan Pittman gave the Board a demonstration of Kaitlyn's Science Fair Project, the "C-Trailer".

Kaitlyn's project, the C-Trailer is a tent/bike trailer used for shelter and transportation for the homeless. The C-Trailer also provides storage for personal belongings, has a solar energy source, is water-resistant, has a heat-retaining outer lining, and compacts into three different settings depending on your transit and storage needs. All of the materials for her project, with the exception of the solar energy source, are recycled and refurbished household items.

Board members had the opportunity to view the disassembling of the C-Trailer and asked questions.

Chair Whalen congratulated Kaitlyn and noted the hard work she put into her project, which is ongoing as she keeps perfecting it.

Mr. Pittman thanked the Board for their much needed support, it was greatly appreciated.

**Status:** Completed

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### 7.2. August Board Meeting Date

**MOVED:** the Board reschedule the August 21, 2018, Regular Board Meeting to August 28, 2018, at 10:00 a.m.

**Resolution #:** 91-06-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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### 7.3. ASBA Friends of Education - 2018 Nomination

**MOVED:** the Board nominate the Division's Community Volunteer Coaches for the 2017-2018 ASBA Friends of Education Award and that the nomination be forwarded to the ASBA Zone 1 Chair.

**Resolution #:** 92-06-2018

**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

- Blank Nomination Form ASBA Zone 1 Friends of Ed Award (1).pdf
  - Community Sports Coaches Survey (Responses).xlsx
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### 7.4. Disposal of old Holy Family School

**MOVED:** the Board list the old Holy Family School site in Grimshaw with Royal Lepage Realty for sale at the price of \$599,000.00 for a period of four (4) months.

**Resolution #:** 93-06-2018

**Moved:** John Kuran

**Seconded:**

**Status:** Carried

**Vote:**

- Holy Family School Property Assessment.pdf
  - ReMax Northern Realty Commercial property for sale.pdf
  - Response from Town and Country Andy Gauvreau - Commercial property for sale.pdf
  - Royal Lepage.docx
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## 7.5. Policy 8 Board Committees

**MOVED:** the Board give Second Reading to Board Policy 8 Board Committees, as amended.

**Resolution #:** 94-06-2018

**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

- Policy 8 Board Committees TBAC Terms of Reference.docx
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### 7.5.1. Policy 8 Board Committees Motion to Move to Third and Final Reading

**MOVED:** the Board move to Third and Final Reading of Policy 8 Board Committees.

**Resolution #:** 95-06-2018

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:** Unanimously

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### 7.5.2. Policy 8 Board Committees Third and Final Reading

**MOVED:** the Board give Third and Final Reading to Policy 8 Board Committees, as amended.

**Resolution #:** 96-06-2018

**Moved:** George Chuckvar

**Seconded:**

**Status:** Carried

**Vote:**

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## 7.6. PACE Engagement Evening for Parents/Community

Trustee Kuran reported on the possibility of hosting an evening with the Parents Advocating for Catholic Education group.

Holy Family Catholic Regional Division will work jointly with Grande Prairie Catholic Schools to have the PACE group do a presentation in the north simultaneously. Superintendent Turpin will work with schools to bring in parents from all communities in the Division.

The Board directed the Superintendent to contact the PACE group jointly with the Grande Prairie Catholic School Superintendent and propose October 15 and 16, 2018, as possible dates to do a presentation for parents.

**Status:** Completed



- 2018-06-01 PACE visit to your school districts in October 2018.pdf
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### 7.7. Government of Alberta Student Transportation Survey

The Board completed the Government of Alberta Student Transportation Survey. Corporate Treasurer Hirtle will forward the response to Alberta Education.

**Status:** Completed

- Student Transportation Survey Questions.pdf
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### 7.8. Ad Hoc Selection Committee re Assistant Superintendent of Business Services

**MOVED:** the Board appoint Chair Whalen and Trustee Chuckvar, with trustee Kuran as an alternate, to the Ad Hoc Selection Committee for the position of Assistant Superintendent of Business Services.

**Resolution #:** 97-06-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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## 8. OLD BUSINESS

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## 9. IN CAMERA

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### 9.1. In Camera

**MOVED:** the meeting continue in camera at 1:10 PM, pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to Personnel, and Update on Expelled Students.

**Resolution #:** 98-06-2018

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

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### 9.2. In Public

**MOVED:** the meeting continue in public at 1:50 PM.

**Resolution #:** 99-06-2018

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

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## 10. INFORMATION - SUPERINTENDENT'S REPORT

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### 10.1. Superintendent's Monthly Report for June 2018

The Superintendent's Report for June 2018 was received for information.

**Status:** Completed

- 2018-06-19 Superintendent's Monthly Report.pdf
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### 10.2. NET Update

Superintendent Turpin informed the Board that the NET Community meetings are completed and the schedule for the 2018-2019 school year has been set. Trustees who have hosted the NET teams in the past will do up a testimonial, with the assistance of the Communications Coordinator, to hand out to encourage families to host the teams in their communities.

Superintendent Turpin also noted that Faith Permeation Coordinator Meagher along with two Parish Priests will be going to Ottawa to meet the NET team from September 10 - 14, 2018.

The Board directed the Superintendent to contact NET Ministries to inquire if two Trustees could accompany them. Trustee Kuran and/or Vice-Chair Fisher could go as Board representatives to Ottawa for the orientation.

**Status:** Completed

- 2018-06-13 Purpose of the visit to Ottawa.pdf
  - 2018-2020 NET School Schedule.pdf
- 

### 10.3. 2018 First Nation, Métis and Inuit Program Plan

The Innovation in First Nation Education Grant has been approved in principle and will allow HFCRD to employ a full-time Indigenous Education Coordinator to implement the Division's Indigenous Education Plan for the 2018-2019. The plan will be presented at the August Board Meeting.

**Status:** Completed

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## 11. INFORMATION - CORPORATE TREASURER'S REPORT

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### 11.1. Corporate Treasurer's Report

The Corporate Treasurer's Report was received for information.

**Status:** Completed

- 2017-18 Budget Status - Expenses - May 31, 2018.pdf
  - 2017-18 Budget Status - Revenues - May 31, 2018 (2).pdf
  - Cheque Ratification - May.xlsx
  - EFT Ratification - May.xlsx
  - Summary of Cheque Listing - 2018 (4).pdf
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## 12. INFORMATION - ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES' REPORT

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### 12.1. Glenmary Modernization Update

Assistant Superintendent Connolly provided an update on the modernization project at Glenmary School.

**Status:** Completed



- GMNA Update Report for HFCRD Board June 14 2018.pdf
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## 12.2. Tour of Glenmary School

Following the Board meeting, Assistant Superintendent Connolly will provide trustees with a tour of Glenmary School.

**Status:** Completed

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## 13. INFORMATION - BOARD CHAIR'S REPORT

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### 13.1. Board Chair's Report

The Board Chair's Report for June 2018 was received for information.

NET Retreat in Ottawa -Sept. 12 - 15, 2018, will be added to the calendar.

Board Annual Work Plan - Trustees were informed that Central Office Summer Hours are from 8:30 AM to 4:00 PM Monday to Thursday and closed Fridays.

Board Chair Whalen will send a letter to the Minister on behalf of the Board, to remove the medium of the Superintendent Salaries in the Superintendent Regulations.

**Status:** Completed

- 2018-05-08 Reappointment Letter for Trustee Representative WCTC.pdf
  - 2018-05-15 JOINT BOARD MEETING NOTES PRSD and HFCRD.docx
  - 2018-05-28 JOINT BOARD MEETING NOTES HFCRD and NGPS.docx
  - 2018-06-05 Congratulations to New ACSTA President.pdf
  - 2018-06-08 ASBA President Lorrie Jess Congratulations.pdf
  - 21 Superintendent of Schools Regulation (1).pdf
  - Is the Catholic school system outdated\_\_ Whitecourt Star.pdf
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## 14. STANDING COMMITTEE REPORTS

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### 14.1. Facilities Committee Meeting - 2018-05-29

Corporate Treasurer Hirtle explained the amendments to the list of IMR Priorities for 2018-2019.

**Status:** Completed

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#### 14.1.1. Approval of Amendments to IMR Priorities for 2018

**MOVED:** the Board approve the list of IMR Priorities for 2018, as amended.

**Resolution #:** 100-06-2018

**Moved:** George Chuckvar

**Seconded:**

**Status:** Carried

**Vote:**

- Amended IMR Priorities for the 2018.pdf
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#### 14.1.2. Recommendation to Review Lockdown Procedure

**MOVED:** the Board accept the recommendation of the Facilities Committee and direct administration to review Administrative Procedure 162 Lockdown.



**Resolution #:** 101-06-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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#### 14.1.3. Facilities Committee Meeting Minutes - 2018-05-29

**MOVED:** the Board adopt the minutes of the Facilities Committee Meeting of May 29, 2018, as amended.

**Resolution #:** 102-06-2018

**Moved:** John Kuran

**Seconded:**

**Status:** Carried

**Vote:**

- 2018-05-29 Facilities Committee Meeting Minutes.pdf
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#### 14.2. Annual Support Staff Meetings 2018

**MOVED:** the Board survey support staff providing options for remuneration including the use of two Family Needs Days or to apply the cost of two Family Needs days (\$44,000) to benefits or to a health spending account and that the results of the survey be brought back to the August Board Meeting.

**Resolution #:** 102-06-2018

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

- Support Staff - Monetary (2).xlsx
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##### 14.2.1. Personal Leave Pay Out

**MOVED:** the Board provide a pay out to Support Staff for up to two unused Personal Leave Days, effective September 1, 2018.

**Resolution #:**

**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

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#### 14.3. Teacher Board Advisory Committee Meeting - May 23, 2018

The Teacher-Board Advisory Meeting Minutes of May 23, 2018, were received for information.

**Status:** Completed

- TBAC Minutes-2018-05-23-v3.pdf
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#### 14.4. Orange Shirt Day Contest Judging - June 13, 2018





The Ad Hoc Committee met on June 13, 2018, to select the Winner of the Orange Shirt Day Contest. The winner is Natonia Joanne Jay Giroux, a Grade 11 student from St. Andrew's School, to view the announcement [CLICK HERE](#). Chair Whalen thanked Communications Coordinator Bekevich for organizing the contest.

**Status:** Completed

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#### 14.5. Fort Vermilion Educational Services Agreement Committee - Visit to St. Mary's May 24, 2018

Superintendent Turpin's written report on the Visit to St. Mary's School on May 24, 2018, was received for information. There were no changes to the educational services agreement. The agreement has been signed by all parties and is awaiting Ministerial approval.

**Status:** Completed

- Fort Vermilion Report 2017-2018 Final.doc
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## 15. ASSOCIATION BUSINESS

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#### 15.1. ASBA Spring General Meeting - June 4-6, 2018

Board Chair Whalen provided a verbal report of the ASBA Spring General meeting in Red Deer.

**Status:** Completed

- ASBA SGM 2018 SUMMARY.PDF
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#### 15.2. ASBA Call for Input - Alberta School Trustees Codes of Conduct

The Board completed the ASBA Survey on Alberta School Trustees Code of Conduct.

**Status:** Completed

- 2018-05-29 ASBA Call for Input - Alberta School Trustee Codes of Conduct.pdf
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## 16. OTHER COMMITTEES

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#### 16.1. CCSTA Annual General Meeting and Convention - June 7-9, Kelowna

Trustee Kuran's written report was received for information.

**Status:** Completed

- CCSTA Conf Jun 7-9 2018.pdf
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#### 16.2. ACSTA Board of Directors' Meeting May 24 and 25, 2018

Trustee Kuran's written report was received for information.

**Status:** Completed

- 2018-05-23 24 ACSTA Board of Directors' Meeting Report.pdf
  - ACSTA Board Meeting Executive Summary - May 25 2018.pdf
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#### 16.3. Grimshaw Community Services Meeting 2018-05-16

Agenda attached. Report from Trustee Chuckvar.



Trustee Chuckvar's report was received for information. The next Grimshaw Community Services Meeting is June 20th.

**Status:** Completed

- Town of Grimshaw Community Services Meeting Agenda 2018-05-16.pdf
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## 17. BOARD MEETING EVALUATION SURVEY

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17.1. Board Meeting Evaluation Survey - May 15, 2018

**Status:** Parked

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## 18. NEXT MEETING

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18.1. Next Meeting - August 28, 2018 - 10:00 a.m.

**Status:** Completed

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## 19. ADJOURNMENT

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19.1. Adjournment

MOVED: the meeting be adjourned at 4:25 p.m.

**Resolution #:**

**Moved:**

**Seconded:**

**Status:** Carried

**Vote:**

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Board Chair

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Corporate Treasurer