



# Regular Board Meeting

## Meeting Minutes: Tuesday, April 17, 2018

**Date/time:** Tuesday, April 17, 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 approved

### Attendance

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

### Meeting documents

26 documents attached to agenda items below

### Agenda

## 1. CALL TO ORDER

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### 1.1. Call To Order

Chair Whalen called the meeting to order at 10:10 AM.

**Status:** Completed

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## 2. PRAYER

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### 2.1. Prayer

Chair Whalen led the meeting in a group prayer.

**Status:** Completed

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## 3. ADOPTION OF AGENDA

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### 3.1. Adoption of Agenda

**MOVED:** the Board approve the agenda for the April 17, 2018, Regular Board Meeting, as presented.

**Resolution #:** 66-04-2018

**Moved:** George Chuckvar

**Seconded:**



**Status:** Carried

**Vote:**

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## 4. ADOPTION OF MINUTES

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### 4.1. Adoption of Minutes - March 20, 2018

**MOVED:** the Board approve the minutes for the March 20, 2018, Regular Board Meeting, as presented.

**Resolution #:** 67-04-2018

**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

- Minutes-2018-03-20-v3.pdf
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## 5. TRUSTEE REPORTS/ROUND TABLE

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### 5.1. Trustee Monthly Reports

Trustees provided a verbal report, in a round table discussion, of their monthly activities as trustees.

**Status:** Completed

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### 5.2. Board Meeting Feedback Form - March 20, 2018

The feedback for the March 20, 2018, Regular Board Meeting, was received for information.

**Status:** Completed

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## 6. TRUSTEE PROFESSIONAL DEVELOPMENT

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

No further information has been received. Superintendent Turpin will contact the Newman College.

**Status:** Parked

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

Trustee Kuran is registered to attend and accommodations have been arranged.

**Status:** Parked

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### 6.3. First Nation, Métis and Inuit Symposium - April 18-20, Fantasyland Hotel - Edmonton

Trustee David Badger, Superintendent Turpin, the Division's First Nations, Métis and Inuit Coordinator and five school-based First Nations, Métis and Inuit Coordinators will attend the Aboriginal Gathering at the Fantasyland



Hotel on April 18-20, 2018.

**Status:** Parked

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#### 6.4. ACSTA Blueprints Retreat - May 1-4, 2018, Delta Lodge - Kananaskis

Trustee Michaud, Trustee Chuckvar and Assistant Superintendent Taplin will attend the Blueprints Conference in Kananaskis on May 1 - 4, 2018. Communications Coordinator Bekevich is attending the SPICE Conference (April 26 to 29, 2018).

**Status:** Parked

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## 7. NEW BUSINESS

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### 7.1. 2018-2019 School Year Calendars

Superintendent Turpin provided an overview of the feedback received on the 2018-2019 school year calendar.

**MOVED:** the Board approve the 2018-2019 School Year Calendar for École Providence, as presented.

**Resolution #:** 68-04-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

- 2018-2019 McLennan School Year Calendar.docx.pdf
  - 2018-2019 North End School Year Calendar.pdf
  - 2018-2019 St. Andrew's School Year Calendar.pdf
  - 2018-2019 St. Stephen's School Year Calendar.docx.pdf
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#### 7.1.1. 2018-2019 School Year Calendars for Glenmary, Good Shepherd, Holy Family and Rosary Schools

**MOVED:** the Board approve the 2018-2019 School Year Calendar for Glenmary, Good Shepherd, Holy Family and Rosary Schools, as presented.

**Resolution #:** 69-04-2018

**Moved:** Margaret Michaud

**Seconded:**

**Status:** Carried

**Vote:**

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#### 7.1.2. 2018-2019 School Year Calendar for St. Andrew's School

**MOVED:** the Board approve the 2018-2019 School Year Calendar for St. Andrew's School with the amendment of moving the February 6 Non-Operational Day to February 15, as per the results of the Calendar Staff Survey.

**Resolution #:** 70-04-2018



**Moved:** Carmelle Lizee

**Seconded:**

**Status:** Carried

**Vote:**

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### 7.1.3. 2018-2019 School Year Calendar for St. Stephen's School

**MOVED:** the Board approve the 2018-2019 School Year Calendar for St. Stephen's School, as presented.

**Resolution #:** 71-04-2018

**Moved:** John-Michael Pozniak

**Seconded:**

**Status:** Carried

**Vote:**

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### 7.2. 2019 Costa Rica Trip - Instructional Days Request

Superintendent Turpin explained the scheduling issue with the previously approved in principle 2019 Glenmary Service Learning Trip to Costa Rica. The use of five instructional days will now be required due to Spring Break not being attached to Easter in 2019. The trip had been previously planned to be taken during the Easter Break, April 12 to 22, 2019. The five instructional days required are: March 21, March 22, April 1, April 2 and April 3, 2019. Students will depart on March 21, 2019 and will return April 3, 2019. Superintendent Turpin also informed trustees that instructional time will be built into the daily schedule during these five days, as time permits.

**MOVED:** the Board approve the request from the Principal of Glenmary School to use five (5) instructional days, March 21, March 22, April 1, 2, and 3, 2019 for the Glenmary Trip to Costa Rica in 2019.

**Resolution #:** 72-04-2018

**Moved:** John Kuran

**Seconded:**

**Status:** Carried

**Vote:**

- 2019 Costa Rica Trip - Instructional Days Request.pdf
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### 7.3. Schedule Date for Board Retreat

The Board discussed possible dates to hold the Board Retreat.

The Board directed the Superintendent to contact Jamie MacNamara to schedule a Board Retreat for the possible dates of September 9, 10 or 11 for an evening session on the first day commencing with supper, and the following day would be a full day. The venue will be the Chateau Nova in Peace River. Accommodations will be made for out-of-town trustees.

**Status:** Completed

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### 7.4. Strike an Ad Hoc Committee for the Selection of Excellence in Support and Promotion of Aboriginal Ed

Superintendent Turpin provided an overview of the Board's Excellence in Support and Promotion of Aboriginal



Education Award criteria for new trustees. In the event that more than one nomination is received, the Board will require to strike an Ad Hoc Committee to select the recipient.

**MOVED:** the Board appoint Trustees Pozniak, David Badger and Michaud to the Ad Hoc Committee for the selection of the 2018 Excellence in Support and Promotion of Aboriginal Education Award.

**Resolution #:** 73-04-2018

**Moved:** John-Michael Pozniak

**Seconded:**

**Status:** Carried

**Vote:**

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#### 7.5. Agenda for the Meeting with the Archbishop and Parish Priests - April 17, 2018

The Board reviewed the agenda for the meeting on April 17, 2018 at 5:30 p.m., with Archbishop Pettipas, Parish Priests, Central Office Administrators and Principals.

**Status:** Completed

- 2018-04-17 Meeting with the Archbishop.pdf
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#### 7.6. Board Polling for the Memorandum of Agreement

**MOVED:** the Board ratify the Board polling on March 26, 2018, for the following motion: "The Board of Trustees of Holy Family Catholic Regional Division approve the Memorandum of Agreement for the Collective Agreement for the 2016-2017 and 2017-2018 school years, as presented."

**Resolution #:** 74-04-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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#### 7.7. First Student Bussing Agreement - Review

The Board discussed student transportation from Grimshaw to Peace River.

**MOVED:** the Board delegate the authority to the Superintendent to make the decision on service providers for the transportation of students from Grimshaw to Peace River.

**Resolution #:** 75-04-2018

**Moved:** George Chuckvar

**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 11:20 AM, 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 2018-2019 ASBA Proposed Budget, Update on student expulsions, Response on the Minister's Review of the Student Discipline Hearing Committee's Decision.

**Resolution #:** 76-04-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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### 9.2. In Public

**MOVED:** the meeting continue in public at 12:00 noon.

**Resolution #:** 77-04-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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## 10. INFORMATION - SUPERINTENDENT'S REPORT

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### 10.1. Superintendent's Report - April 2018

Superintendent Turpin noted she will be providing her monthly reporting to the Board according to Alberta Educations' Superintendent Leadership Quality Standards, effective September 1, 2019.

She highlighted the report of Donations provided on the Board's behalf. She received a request for a donation from the DARE program in Peace River. Superintendent Turpin informed that Board that a formula will be used on a per student allocation to provide a donation to all DARE programs offered in the Division. The remaining balance of funds in the Board Initiatives will be used for this donation. Superintendent Turpin also notified the Board that she will be taking holidays from April 25 to May 4, 2018.

Trustee David Badger commented that Holy Family School is doing a great job of reporting in their First Nations, Métis and Inuit monthly report; he very much appreciates the detail and information provided.

The Superintendent's Monthly report was received for information.

**Status:** Completed

- 2018-04-17 Superintendent's Monthly Report.pdf
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## 11. INFORMATION - CORPORATE TREASURER'S REPORT

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### 11.1. Corporate Treasurer's Report

1. Cheque Ratification - March 2018
2. EFT Ratification - March 2018
3. Summary of Cheque Listing - March 31, 2018
4. Budget Status - Revenue Report - March 31, 2018
5. Budget Status - Expense Report - March 31, 2018
6. Budget Pooling Meeting - April 12, 2018 - Verbal Report
7. Budget 2018-2019

Corporate Treasurer Hirtle provided a summary of the Budget Pooling Meeting with Principals. Individual budgets have been sent out to schools for revisions/updates and will be brought to the Board for approval in May. The Division's Budget Profile was shared with trustees. Corporate Treasurer Hirtle noted that overall it remained a status quo budget which she views as positive.

**Status:** Completed

- 2017-18 Budget Status - Expenses - March 31, 2018.pdf
  - 2017-18 Budget Status - Revenues - March 31, 2018.pdf
  - 2018-19 Budget Funding Profile.pdf
  - Cheque Ratification - March.xlsx
  - EFT Ratification - March.xlsx
  - Summary of Cheque Listing - 2018 (1).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 Glenmary Modernization Project. He noted thus far, the EC Academy is on schedule.

**Status:** Completed

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### 12.2. Tour of Glenmary School

The tour of Glenmary School was deferred to the May Board meeting due to the meeting with the Archbishop following the Board Meeting.

**Status:** Parked

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## 13. INFORMATION - BOARD CHAIR'S REPORT

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### 13.1. Board Chair's Report

[Board Calendar](#)

[Board Annual Work Plan](#)



Chair Whalen reviewed the Board Calendar and the Board Annual Work Plan.

**Status:** Completed

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### 13.2. Division Faith Day - April 23, 2018

A reminder was provided to all Trustees who are able to attend Division Faith Day on April 23, 2018, at Good Shepherd School in Peace River starting with refreshments at 9:30 a.m. and a start of 10:00 a.m. Trustees Pozniak and David Badger will be unable to attend.

**Status:** Completed

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### 13.3. Board/School Council Chairs Meeting - March 20, 2018

Vice-Chair Fisher reported that the Board and School Council Chairs Meeting on March 20, 2018, was a good meeting but they did not receive a lot of feedback. Superintendent Turpin noted that next year's meeting should be planned in May after the Budget Pooling Meeting to provide school council chairs with budget information.

**Status:** Completed

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### 13.4. 2018-04-10 Email from ACSTA re Alberta Liberal Policy Proposal re One Publicly Funded School System

The Board discussed the email received from ACSTA regarding the Alberta Liberal Policy Proposal on One Publicly Funded School System.

The Board directed Trustee Kuran, as the representative who sits on the ACSTA Board of Directors to inquire what action the ACSTA is taking on this issue.

**Status:** Completed

- Holy Family Catholic Regional Division No. 37 Mail - [HFCRD Board of Trustees] Fwd\_ Alberta Liberal
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### 13.5. Alberta Rural Caucus

The link to the Alberta Rural Caucus March 2018 Meeting is [HERE](#)

The link to Alberta Rural Caucus - Confirming HFCRD's Non Involvement is [HERE](#)

Chair Whalen provided an overview of the Alberta Rural Caucus and shared the response he received from Chinook's Edge regarding the mandate of the caucus.

**MOVED:** the Board join the Alberta Rural Caucus and appoint the Board Chair as the representative to attend the meetings with the Superintendent.

**Resolution #:** 78-04-2018

**Moved:** Ryk David Badger

**Seconded:**

**Status:** Carried

**Vote:**

- \_RCASB-BackgrounderBriefingNotes (1).pdf
- 20180304-RCASB Meeting Minutes.pdf
- 20180304-RCASB Proposal for Cost Recovery (2).pdf





- Email RCASB March Meeting.pdf
  - Rural Caucus - Confirming Non Involvement - Holy Family Catholic (1).pdf
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### 13.6. Joint Board Meeting with Peace River School Division - May 15, 2018

Peace River School Division Board Chair and Superintendent met with Chair Whalen and Superintendent Turpin to discuss topics for the Joint Board Meeting on May 15, 2018.

The agenda will including the following topics:

- Purpose of the Meeting
- Sharing Resources (i.e. Teachers);
- Grimshaw Shared School Facility - update on strengths, weaknesses, opportunities and threats.
- Joint Partnerships - Outreach Program
- Joint Meetings of Common Interest (i.e. Municipalities)
- Policy on Cannabis
- Joint Governance PD
- Alberta Rural Caucus
- Transportation.

The meeting will be held at the Chateau Nova on May 15, 2018, at 4:00 p.m.

**Status:** Completed

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### 13.7. Chief School Superintendent Compensation Review - Superintendent Role Questionnaire

Chair Whalen shared the response to the Minister of Education's questionnaire on the Role of the Superintendent.

**Status:** Completed

- 2018-03-09 Minister\_s Request for Superintendent Contracts.pdf
  - Superintendent Role Questionnaire 2018 (1).pdf
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### 13.8. Chief School Superintendent Compensation Review - Superintendent Role Questionnaire

Previously discussed.

**Status:** Completed

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## 14. STANDING COMMITTEE REPORTS

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### 14.1. Student Discipline Hearing Committee

Previously discussed in camera.

**Status:** Completed

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## 15. ASSOCIATION BUSINESS

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

Chair Whalen, Trustees Michaud, David Badger, Superintendent Turpin and Corporate Treasurer Hirtle will attend



the ASBA Spring General Meeting, June 4-6, 2018, in Red Deer. Trustee Chuckvar will confirm at a later date. Information regarding the April 26th Webinar on the ASBA Proposed Budget was shared. Further information regarding the webinar will be forwarded to trustees prior to April 26th.

Chair Whalen asked trustees to review the ASBA Budget and Bylaws as this will be discussed at the May Board Meeting.

**Status:** Parked

- 2018-04-16 Webinar re\_proposed ASBA Budget – April 26, 2018 at 9\_30 a.m\_.pdf
- Budget & Bylaws Bulletin 2018 final.pdf
- Email re ASBA Proposed 2018-2019 Budget.pdf

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## 16. OTHER COMMITTEES

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### 16.1. ACSTA Board of Directors' Meeting

Upcoming Meeting - May 24 and 25, 2018

Trustee Kuran reported the ACSTA is undergoing a review of the structure of the ACSTA. Trustee Kuran informed trustees that he is on the Advocacy Committee and provided some information on Spiritus and PACE.

The Board was in agreement that Catholic education needs immediate support around outside organizations that are trying to undermine Catholic education. Boards need a response mechanism and need for ACSTA to be the voice for Catholic education.

The Board directed the Board Chair, the ACSTA Director and the Superintendent to send a letter to the ACSTA with the Board's concerns of the threats to Catholic education and the lack of response from the ACSTA.

**Status:** Completed

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#### 16.1.1. PACE - Parents Advocating for Catholic Education

This item was previously discussed under the ACSTA Board of Directors' Meeting.

**Status:** Completed

- PACE Parents Advocating for Catholic Education.pdf

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## 17. NEXT MEETING

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### 17.1. Next Meeting: May 15, 2018

The next meeting will be held on May 15, 2018, at 10:00 AM.

**Status:** Completed

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## 18. Board Meeting Evaluation Survey

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### 18.1. Board Meeting Evaluation Survey

Trustees completed the Board Meeting Evaluation survey for the April 17, 2018, Regular Board Meeting.



**Status:** Completed

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## 19. ADJOURNMENT

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### 19.1. Adjournment

**MOVED:** The meeting be adjourned at 2:50 PM.

**Resolution #:** 79-04-2018

**Moved:** Gary Fisher

**Seconded:**

**Status:** Carried

**Vote:**

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Board Chair

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Corporate Treasurer