

MEETING MINUTES - Regular Board Meeting

Meeting

Date	Monday, August 23, 2021
Started	10:04 AM
Ended	3:17 PM
Location	Holy Family Catholic Education and Conference Centre
Purpose	Regular scheduled meeting
Chaired by	Kelly Whalen
Recorder	Lisa Robinson

Attendance

Present:	Jody Bekevich, Donna Duda, Gary Fisher, Brian Hill, John Kuran, Nicholas Masvikeni, Margaret Michaud, Rosanne Ochran, John-Michael Pozniak, Lisa Robinson, Betty Turpin, Kelly Whalen
Regrets:	Cora Ostermeier, Jim Taplin

Minutes

1. CALL TO ORDER

1.1. Call to Order

Board Chair Whalen called the meeting to order at 10:04 am.

Trustee Fisher and Trustee Michaud attended via Google Meet

Status: Completed

2. PRAYER

2.1. Prayer

Board Chair Whalen led the meeting in a prayer.

Status: Completed

Documents

- August 2021 Board Mtg Prayer.pdf
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3. ACKNOWLEDGEMENT OF ANCESTRAL TERRITORIES

3.1. Acknowledgement of Ancestral and Traditional Territories

“Holy Family Catholic Regional Division Board would like to acknowledge we are meeting today in Peace River located within the ancestral and traditional territory of the Indigenous peoples of this area. This land has been and will continue to be home to the Cree, Dene and other First Nations and of the Métis within the boundaries of Treaty 8. We also wish to acknowledge the traditional knowledge holders and Elders who are still with us today and those who have gone before us.”

Status: Completed

4. ADOPTION OF AGENDA

4.1. Adoption of Agenda

MOVED: the Board adopt the agenda for the Regular Board Meeting of August 23, 2021 as presented.

Resolution #: 154-08-2021

Moved: Brian Hill

seconded:

Status: Carried

Vote:

5. ADOPTION OF MINUTES

5.1. Adoption of June 15, 2021 Regular Board Meeting Minutes

MOVED: The Board adopt the minutes of the June 15, 2021 Regular Board Meeting.

Resolution #: 155-08-2021

Moved: Brian Hill

seconded:

Status: Carried

Vote:

Documents

- June 2021 Regular Board Meeting Minutes.pdf
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6. TRUSTEE MONTHLY REPORTS

6.1. Trustee Reports

Trustees provided their monthly reports in their roles as trustees.

Status: Completed

7. TRUSTEE PROFESSIONAL DEVELOPMENT

8. NEW BUSINESS

8.1. 2022 Alberta Rural Education Symposium

Chair Whalen reminded the Board that the Alberta Rural Education Symposium was postponed last year. This year the event is March 6 to March 8, 2022. Chair Whalen, Trustees Duda, Fisher, and possibly Trustee Kuran stated that they will likely attend.

Status: Completed

Documents

- 2022 ARES Letter to Divisions (June 2021).pdf

8.2. ACSTA 2021 Annual General Meeting and Convention Information

ACSTA Board Charter and Annual General Meeting and Convention information was provided for reference.

Superintendent Turpin added that the strength of the ACSTA is dependant on our support. Trustees are encouraged to attend the 2021 Annual General Meeting and Convention November 12-14, 2021.

Trustee Kuran noted that information regarding the late Trustee Lizee was sent to the ACSTA for In Memoriam recognition.

Status: Completed

Documents

- ACSTA 2021 Annual General Meeting and Convention.pdf
- ACSTA Board Charter - Draft for Review.docx

8.3. Schedule Meeting with Archbishop and Pastors

Chair Whalen tabled this item to the Organizational meeting on October 29, 2021.

Status: Deferred until 10/26/2021

8.4. National Day for Truth and Reconciliation

Superintendent Turpin reported that the Government of Canada recently passed legislation to make September 30 a federal statutory holiday known as "National Day for Truth and Reconciliation". Chair Whalen confirmed that we haven't heard any news from the Provincial Government requiring adding a statutory holiday as of yet.

MOVED: Trustee Ochran moved that we leave the 2021-2022 School Year calendar as presented and encourage schools to do special events within to acknowledge current and past Indigenous issues as part of the National Day for Truth and Reconciliation.

Resolution #: 156-08-2021

Moved: Rosanne Ochran

seconded:

Status: Carried

Vote:

8.5. Old Holy Family School Land

Superintendent Turpin reported that Alberta Infrastructure has returned the old Holy Family School land to original reclamation.

Chair Whalen discussed the options of letting it sit dormant, or listing the property with a realtor.

Secretary Treasurer Masviken affirmed that yes there will be capital gains upon the sale of the property. The property is included in a global insurance policy so the sale or retention of the property won't impact our insurance policy expense much, if at all.

MOTION: the Division seek a land appraisal from a local appraiser and discuss the sale or retention of the property upon receipt of land appraisal

Resolution #: 157-08-2021

Moved: Brian Hill

seconded:

Status: Carried

Vote:

8.6. Request for Contribution - Peace Region 55 Plus Summer Games

HFCRD received a letter from the Peace Region 55 Plus Summer Games committee requesting a "gift in kind" to use the school facilities for the Summer Games including washrooms, tracks, and fields.

Superintendent Turpin added that in relation to the pandemic, Alberta Health Services allows this and there is currently nothing that will prevent this event from happening. Staff requesting leave to volunteer for the games will be directed to AP 440 and the ATA Collective Agreement. Custodial staff will be paid by the Games committee.

MOVED: To support in-kind request for the 55 Plus Summer Games as well as grant any staff requests for leave in order to volunteer for the games.

Resolution #: 158-08-2021

Moved: John Kuran

seconded:

Status: Carried

Vote:

Documents

- 2021-08-12 Peace Region 55 Plus Summer Games.pdf
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8.7. 2021-2022 Meeting Dates

The Proposed Board Meeting Dates were presented for discussion.

Superintendent Turpin reminded Trustees that in an election year an Organizational meeting must be held within 4 weeks of the election, however, if all Trustees are acclaimed, the September 28 Board meeting could become the Organizational meeting.

Communications Coordinator and FOIP Coordinator Bekevich added that the Organizational Meeting is both the start and end of a Trustee term which means current Trustees continue in their position until the Organizational meeting takes place.

MOVED: the Board combines the meeting dates of September 21 and October 13 into one meeting date of September 28 2021 with the friendly amendment that the Secretary-Treasurer will post the date for Trustees.

Resolution #: 159-08-2021

Moved: Donna Duda

seconded:

Status: Carried

Vote:

8.8. AHS School Immunization Program

Alberta Health Services School Immunization Program information was received for information. Superintendent Turpin discussed the program with Principals at the Principal's meeting on August 19, 2021. Schools will work with Alberta Health Services to help facilitate the non-mandatory vaccination of children in grades seven (7) to twelve (12) when they are born in 2009 or earlier, provided the child has parental consent. We expect to be notified around September 7 as to the details of the roll out in schools.

Status: Completed

Documents

- Questions and Answers For School Administrators.pdf
 - AHS COVID-19 School Immunization Program Letter.pdf
 - School Immunization Program - Correspondence.pdf
 - Consent Form for COVID-19 In-School Immunization.pdf
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9. OLD BUSINESS

9.1. Renaming of St. Mary's Elementary School

Information from the Government of Alberta and the Fort Vermillion School Division was received for information indicating that the name change from St. Mary's Elementary School is approved and will be updated to St. Mary's Catholic School.

Status: Completed

Documents

- St. Mary's School Name Change Correspondence.pdf
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10. IN CAMERA

10.1. In Camera

MOVED the meeting continue in camera at 11:34 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 Personnel, Ft. Vermillion housing complex, ASBA, Reserve Cap, and TEBA. And a letter from stakeholder request for residential school apology from the Pope.

Resolution #: 160-08-2021

Moved: Gary Fisher

seconded:

Status: Carried

Vote:

10.2. In Public

Resolution #: 161-08-2021

Moved:

seconded:

Status: Carried

Vote:

10.2.1. Interschool Transportation for Peace River 2021-2022

MOTION as Peace River School Division has resumed inter-school transportation, Holy Family Catholic Regional Division will not be providing this service for the 2021-2022 school year..

Resolution #: 162-08-2021

Moved: John Kuran

seconded:

Status: Carried

Vote:

Documents

- InterSchool Bussing Correspondence.pdf

10.2.2. Masking

Superintendent Turpin provided a document outlining the vaccination rates as of August 15, 2021 for Peace River, Manning, Falher, High Prairie, Valleyview for information.

Chair Whalen added that Alberta Health Services has given School Boards the option on whether or not to re-implement masking and other Covid protocol from last year. School Boards are to take into consideration the number of cases locally, as well as vaccination rates and other solid rationale to make a decision.

Superintendent Turpin also clarified that as per current Alberta Health guidelines, masks are currently required on school buses. As always, we are required to report any absenteeism over 10%, however schools are not required to do contact tracing at this time.

Superintendent Turpin also indicated that the Town of High Prairie has enacted a mask bylaw and the school division is currently mandating the use of masks within school buildings. Other schools have decided to implement a school mask bylaw once absenteeism meets 10% due to suspected Covid infections.

Superintendent Turpin indicated that the Division has retained the same number of custodial staff as last year in order to keep up to cleaning protocols in an effort to curb virus transfer.

Trustee Hill indicated that in the municipality mask mandate, municipalities are exempting the schools.

Superintendent Turpin stated that if there is solid rationale to bring it back into the schools, Alberta Health Services will support us. It is important to note that some kids may receive exemptions if they meet the criteria.

Communications Coordinator Bekevich pointed out some of the logistical challenges of implementing masking in our schools include the mixing of several grades and schools during extracurricular sports. We would need to work out the details on how to handle those scenarios or if we would allow extra curricular programs at all.

Trustee Hill requested a recorded vote.

YES: Trustee Pozniak, Trustee Ochrán, Trustee Duda

NO: Trustee Fisher, Trustee Michaud, Trustee Kuran, Trustee Hill

MOTION: That HFCRD reinstitute the masking policy as per 2020-2021 pandemic reentry plan in any schools residing in a region that institutes a masking bylaw.

Resolution #: 163-08-23

Moved: John-Michael Pozniak

seconded:

Status: Defeated

Vote: 4 opposed

11. INFORMATION - SUPERINTENDENT'S REPORT

11.1. Superintendent's Report

The Board received a copy of the Summary of Superintendent's Monthly Report for 2019 2020 2021.

The Board received a copy of the Superintendent's Monthly Report for June 14-August 20, 2021

Superintendent Turpin detailed the Grade 1 to 3 Learning Loss Program which is a tool to determine any learning loss within those grades by utilizing Acadience and Dibels administered two (2) weeks upon the start of school. A plan for intervention will then be provided.

Superintendent Turpin also clarified another tool used in determining math level outcomes. "MIPI" will be class administered. Once the data is submitted to the government we expect some funds will be allocated and we will distribute those to the schools in need. MIPI is done up to grade 10, and students are tested on what they learned in the previous year. We will report back to the government by January 31, and an intervention will be put in place within the sixteen (16) weeks.

Superintendent Turpin also highlighted "fierce conversations", which is a program for leaders which helps them learn how to ask hard questions effectively. It is a virtual professional development opportunity for Vice Principals as well as Principals.

Trustee Hill asked about the supports we have in place in regards to mental health. Superintendent Turpin clarified that we have a behavioural psychologist for both the North and South end, and that St. Andrew's has their own psychologist. We will be doing a survey on staff and student well being in the upcoming months and will provide in-house support to those in need.

Status: Completed

Documents

- Summary of 2019-2020-2021 Superintendent's Monthly Report.docx.pdf
- 2021-08-20 Superintendent's Report.pdf

11.2. Faith Coordinator's Report

The following reports were received for information.

- CO Faith Permeation Report
- Sacramental Prep Summaries 2020-21
- School Report GSS
- School Report Glenmary
- School Report Rosary
- School Report EPS
- School Report St. Andrews
- School Report HFS
- School Report - ST.S
- 3 Year Faith Plan

Superintendent Turpin indicated that Assistant Superintendent of HR and Learning Ostermeier will be maintaining our faith coordination and an assigned administrator in each school to support faith coordination and learning.

Status: Completed

Documents

- Sacramental Prep2020-21 (3).pdf
- GSS Monthly Faith Report - June 2021.pdf
- Glenmary - June Monthly Report .pdf
- Rosary School June 2021.pdf
- EPS Monthly Faith Report - June 2021.pdf
- June St.Andrews 2021-06-30 Monthly Faith Report.pdf
- HFS June 2021 Monthly Faith Report .pdf
- St. Stephens Monthly Faith Report - June 2021.pdf
- June 2021 Central Office Monthly Faith Report to Superintendent (1).pdf
- 3 Year Faith Plan.pdf

11.3. Back To School Plan

2021-2022 Back to School Plan was received for information.

MOVED the Board accept the 2021-2022 Back to School Plan as presented.

Resolution #: 164-08-2021

Moved: John Kuran

seconded:

Status: Carried

Vote:

Documents

- HFCRD 2021_22 Back to School Plan.pdf
-

12. INFORMATION - CORPORATE TREASURER'S REPORT

12.1. Secretary-Treasurer's Report

The Secretary Treasurer's report was received for information.

Secretary-Treasurer Masvikeni indicated that we will have a surplus by the end of the year of about 2 million. This is due to several reasons including the cancellation of activities within the schools. Schools are creating transfers to re direct the surplus funds. .

Status: Completed

Documents

- Cheques Listing -July 2021.pdf
 - EFT Listing -July 2021.pdf
 - Summary of Payment Listing -July 2021.pdf
 - 2020-21 Budget Status - Expenses - July 2021.pdf
 - 2020-21 Budget Status - Revenues - July, 2021.pdf
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12.2. Nomination Day & Elections Database Information

The following 2 resolutions are only needed in Peace River since we have election agreements with all other municipalities.

Status: Completed

Documents

- Information Bulletin 052021 - Nomination Day and EDB (3).pdf
 - Resolution for Institutional Vote and Advanced Vote in Peace River.pdf
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12.2.1. Resolution for Institutional Voting

MOVED: In the event that an election is called in Ward 4 Sub 3 Peace River/Nampa for the 2021 HFCRD Catholic School Trustee Election, an Institutional Vote will be held on Thursday, October 7th at Points West Living (11011-99 St Peace River) from 9:00 am to 12:00 pm, and at Heritage Tower Lodge (10123-103 Ave Peace River) from 1:30 pm to 4:00 pm.

Resolution #: 165-08-2021

Moved: Brian Hill

seconded:

Status: Carried

Vote:

12.2.2. Resolution for Advanced Vote

MOVED: In the event that an election is called in Ward 4 Sub 3 Peace River/Nampa for the 2021 HFCRD Catholic School Trustee Election, Advance Voting will be held in the Town of Peace River on Friday, October 8, 2021 – 10 a.m. to 8 p.m. at Misery Mountain Ski Lodge (10408 89 Street), and Saturday, October 9, 2021 – 10 a.m. to 8 p.m. at Misery Mountain Ski Lodge (10408 89 Street).

Resolution #: 166-08-2021

Moved: John Kuran

seconded:

Status: Carried

Vote:

12.2.3. Information Bulletin

Information regarding Nomination Day and Elections Database information was provided to the Board.

Secretary-Treasurer Masviken stated that nomination day information will be placed in newspapers.

Communications Coordinator and FOIP Coordinator Bekevich indicated that in communities without newspapers, we will send information to each mailbox in the form of a postcard or flyer, as well as on our social media platforms.

Status: Completed

12.3. Transportation Agreements

Secretary Treasurer Masviken previously requested this item be tabled for the next Board meeting.

Status: Deferred until 9/28/2021

13. INFORMATION - BOARD CHAIR'S REPORT

13.1. Board Chair's Report

The Board reviewed the Board Calendar and Annual Work Plan.

Secretary-Treasurer Masviken indicated that the Auditor Agreement is in place up until the end of the 2021/2022 year.

The Budget for Trustees is available up until October 31 is \$7,747.

Chair Whalen referred to the attachment titled "Reserve Spending Approval by the Minister" and clarified for Trustees that the reserve can be moved over to pay for existing insurance costs.

Chair Whalen reminded Trustees to complete their Board self-evaluation survey by Wednesday August 25, 2021 in preparation for the Evaluation Facilitation by Terry Gunderson on Wednesday September 1, 2021.

In regards to the Board Annual Work Plan, Chair Whalen would like to add this item to the October 29 Organizational Meeting for Trustees to fill out.

Status: Completed

Documents

- 2021-06-23 Lease Funding Support - Red Tape Reduction - Mile Zero Multiplex.pdf
 - 2021-06-25 Third Amending Agreement Grimshaw Library Joint-Use Services Agreement.pdf
 - 2021-07-28 Reserve Spending Approval.pdf
 - 2021-06-05 Rural Caucus Confirmation of Involvement.pdf
 - 2021-08-12 Long Service Award Form - Fisher, Gary.pdf
 - 2021-08-12 Long Service Award Form - Whalen, Kelly.pdf
 - 2021-08-12 Long Service Award Form - Michaud, Margaret.pdf
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14. STANDING COMMITTEE REPORTS

15. EXTERNAL COMMITTEES

16. ASSOCIATION BUSINESS

16.1. ASBA Zone 1 Annual General Meeting Information

Meeting Information was provided to the Board.

Chair Whalen indicated that the November 14-16 ASBA Zone 1 meeting has changed venues. Superintendent Turpin, Chair Whalen, and Trustees Duda, Kuran, Pozniak have indicated they hope to attend.

Status: Completed

Documents

- ASBA Fall General Meeting Event and Accommodations Information.pdf
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16.2. ASBA 2021-2022 Provincial School Year Plan

ASBA 2021-2022 Provincial School Year Plan was received for information. Chair Whalen indicated that this plan is similar to many other school plans.

Superintendent Turpin noted that the Zone 1 Friends of Education and Edwin Parr Awards will be held on September 21, 2021. Five (5) Boards have nominated a Friend of Education.

Status: Completed

Documents

- EDC 2021-2022 School Year Plan.pdf
 - ASBA Correspondence re School Year Plan.pdf
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17. BOARD MEETING EVALUATION SURVEY

17.1. Board Meeting Evaluation Survey

Trustees were reminded to complete the Board Meeting Evaluation Survey.

Status: Completed

18. NEXT MEETING

18.1. Next Meeting

The next Regular Board meeting is scheduled for September 28, 2021.

Status: Completed

19. ADJOURNMENT

19.1. Adjournment

MOVED the meeting be adjourned at 3:17pm

Resolution #: 167-08-2021

Moved: Donna Duda

seconded:

Status: Carried

Vote:

Board Chair

Secretary-Treasurer