

MEETING MINUTES - Regular Board Meeting

Meeting

Date	Wednesday, August 24, 2022
Started	11:00 AM
Ended	2:30 PM
Location	Holy Family Catholic Education and Conference Centre
Purpose	Regular scheduled meeting
Chaired by	Kelly Whalen
Recorder	Lisa Robinson

Approval

Minutes approved on: 10/4/2022

Attendance

Present: George Chuckvar, Michael Connell, Leanne Cox, Donna Duda, Tom Henihan, John Kuran, Nicholas Masvikeni, John-Michael Pozniak, Lisa Robinson, Kenny Trenton, Betty Turpin, Kelly Whalen

Regrets: Lori Moon, Cora Ostermeier, Jim Taplin

Minutes

1. CALL TO ORDER

1.1. Call to Order

The Meeting was called to order at 11:00AM

Status: Completed

2. PRAYER

2.1. Prayer

Chair Whalen led the meeting in prayer.

Status: Completed

Documents

- August 24, 2022 Board Meeting Prayer.pdf
-

3. ACKNOWLEDGING TERRITORIES OF INDIGENOUS COMMUNITIES

3.1. Acknowledging Territories of Indigenous Communities

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.”

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.

Status: Completed

4. ADOPTION OF AGENDA

4.1. Adoption of Agenda

MOVED the Board adopt the Agenda for the August 2022 Regular Board Meeting

Resolution #: 022-08-2022

Moved: John-Michael Pozniak

seconded:

Status: Carried

Vote:

5. ADOPTION OF MINUTES

5.1. Adoption of Minutes

MOVED the Board adopt the Minutes of the June 2022 Regular Board Meeting

Resolution #: 023-08-2022

Moved: Donna Duda

seconded:

Status: Carried

Vote:

Documents

- Minutes-2022-06-15-v1 (1).pdf
-

6. TRUSTEE MONTHLY REPORTS

6.1. Trustee Monthly Reports

Board members provided their monthly reports as Trustees

Status: Completed

7. TRUSTEE PROFESSIONAL DEVELOPMENT

7.1. Trustee Professional Development

Status: Completed

7.2. The Governance Core - Book Study Discussion

Chapter 7 Book Study Discussion.

Superintendent Turpin has a book in mind for the next Book Study. It will be brought forward in the Board Evaluation.

Status: Completed

8. NEW BUSINESS

8.1. Review Fee Schedule

As per Finance Committee meeting of May 12, 2022, the recommendation was made for the Board to review the School Fees Schedule.

MOVED to approve the new Fee Schedule as presented.

Resolution #: 024-08-2022

Moved: John Kuran

seconded:

Status: Carried

Vote:

Documents

- AP 500 Schedule of Fees and Rates Appendix - 2022-23.docx
 - USER GROUP STANDARD RATING INSURANCE SCHEDULE DEC 2021.pdf
-

8.2. Western Cree Tribal Council

Trustee Duda's Report. Trustee Duda provided an update on her activities and participation in the verbal Trustee report. Trustee Duda's reappointment is June 2023, however she may move on in another role.

Status: Completed

Documents

- 2022-06-20 Report to Western Cree Tribal Council.pdf
-

8.3. Appointment of External Auditor

2 enquires {(MNP, Peace River) and Metrix Group Chartered Accountants, Edmonton)}

1 Submission was received from MNP

MOVED: the Board approve the re-appointment of MNP Chartered Professional Accountants as HFCSSD external auditors for a term of three years effective from the 2022/2023 School Year as per the submitted proposal.

Resolution #: 025-08-2022

Moved: George Chuckvar

seconded:

Status: Carried

Vote:

Documents

- Auditor Evaluation Matrix - MNP.pdf
-

8.4. ATA Local Negotiations

Secretary-Treasurer Masvikeni indicated that HFCRD has received an invitation to the ATA Local Collective Bargaining table, and has since agreed with ATA to delay negotiations until the fall.

Superintendent Turpin anticipates that in the second week of September we will receive some dates for negotiations.

Status: Completed

Documents

- Ltr-Holy Family-Open for Col Barg-2022 06 27.pdf
 - LCB Letter to ATA- K Wilkinson July 2022.pdf
-

8.5. Meeting with the Minister

The Meeting with the Minister is September 22, 2022 5-5:30 pm.

HFCRD needs to determine two topics to discuss, Superintendent Turpin and Chair Whalen will attend.

Superintendent Turpin asked meeting attendees to put in writing their suggestions for discussion. We already have in mind the following topics to bring to the forefront,

mental health funds, and learning loss.

Additionally, we would like to ask what the future of Catholic School Divisions may be? Are there conversations in governance regarding Catholic education?

Status: Completed

Documents

- Letter from the Minister re Summer Tour - Meeting with HFCRD.pdf
-

8.6. Committee of the Whole - Policy Protocols Guidebook

This discussion came about in the June 2022 RBM, where the Board discussed creating a guidebook of protocols for each policy. A committee of the whole will need to be formed for this project.

Superintendent Turpin asked this item to be added to the September Regular Board Meeting.

Status: Completed

9. OLD BUSINESS

9.1. Board Evaluation

As per June 2022 RBM, September, is set for Board Evaluation, Terry Gunderson facilitating.

The Board decided that September 28, 1PM, and September 29, 8 or 9 AM will be the Superintendent/Board Evaluation.

Status: Completed

Documents

- Board Evaluation Proposed Dates.pdf
-

9.2. St Marys Disposal Ministerial Approval

Secretary-Treasurer Masvikeni indicated that HFCSSD is now proceeding to engage a lawyer to ensure all the requirements indicated by the minister are included.

Status: Completed

Documents

- Ministerial Approval - St Marys land disposal.pdf
-

9.3. 2022/23 Budget - Reserve Spending Approval

Secretary-Treasurer Masvikeni provided the following information:

The minister approved that HFCSSD spends \$2,558,421 from its operating reserves as follows: \$

Board funded ARO Capital assets - 52,166

New curriculum, Learning loss, enhanced mental health - 402,821

Unsupported transportation costs, increase in fleet running costs- 116,430

Increased O&M costs, increased insurance - 937,004

Subtotal - Operational costs 1,508,421

St Stephens School Slab on Grade 800,000

Good Shepherd School Boilers & pumps 250,000

Total Approved Funding from Operating Reserves 2,558,421

In response to Trustee Pozniak's question, Secretary-Treasurer indicated that the preliminary testing required to ensure the project design and tender the consultant that documents were completed, and there was not enough time to tender the project and have it started and completed prior to schools' opening. The projects will be delayed until next summer break.

Status: Completed

Documents

- 2022-23 Budget - Reserves Spending Approval.pdf
-

10. IN CAMERA

10.1. In Camera

MOVED: the meeting continue in camera at 12:45 p.m., 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.

Resolution #: 026-08-2022

Moved: Michael Connell

seconded:

Status: Carried

Vote:

10.2. In Public

MOVED that the meeting continue in public at 1:20 PM

Resolution #: 027-08-2022

Moved: Tom Henihan

seconded:

Status: Carried

Vote:

11. INFORMATION - SUPERINTENDENT'S REPORT

11.1. Superintendent's Report

Superintendent Turpin provided her monthly report to the Board of Trustees.

Status: Completed

Documents

- Superintendents Report August 2022.pdf
-

11.1.1. Alberta Education - Value Scoping Approval - STA

Superintendent Turpin indicated that Alberta Education will make recommendations on who we can utilize for the Value Scoping. More information was provided in the attached letter from the Deputy Minister.

Status: Completed

Documents

- 2022-06-01 Value Scoping Approval - STA.pdf
-

11.1.2. Meeting with Deputy Minister and Sr. Administration

Update from from June 2022 RBM

Topics for Deputy Minister's meeting, June 22, 2022

- Operating Reserves
- Calendar and Transportation Challenges
- Learning Loss for Div. 2 and Div. 3 students (Gr. 4-9)
- PUF Funding
- Speech and Language and Occupational Therapy Assessments for Pre K students
- O&M budget that is continuously in deficit, which will even be more pronounced with the rising costs. -

The question is whether there is a permanent solution to this scenario?

- Grant applications & Workload - Multiple areas that require applications, forms, reporting significant work load increase impacting department leads and finance. (Learning Loss 2-3, learning loss-1, Curriculum Implementation, Assessment Alternative for 1-3, Pilot, French/OLEP Funding, Dual Credit.)

Superintendent Turpin provided an overview of a successful, enlightening meeting held with the Deputy Minister on June 22, 2022.

Status: Completed

11.2. Areas of Emphasis for 2021-2022 Board of Trustees

As per June 2022 RBM the Board wished to move the Areas of Emphasis to the beginning of the Superintendent's Report section of the RBM.

The Board is to regularly review the following areas of emphasis:

- Implement and support the 3 Year Faith Plan.
- Formation of additional Catholic districts through the four-by-four formation process. Implement and reignite the GrACE movement throughout the division.

- Develop a community engagement plan including all our communities and focusing on our Indigenous community.
- Provide necessary support for improvement in student achievement for all students in the face of potential pandemic learning gaps and new curriculum rollout.

Trustee Kuran indicated he will bring the Faith Plan to the Parish Council.

Status: Completed

11.3. Opening Day Mass/BBQ

Superintendent Turpin indicated that the Opening Day Mass & BBQ is August 26. Lunch at noon, 1:30 staff recognition, 2:00 Mass.

Trustee Cox, Connell, and Henihan will attend.

Status: Completed

12. INFORMATION - SECRETARY-TREASURER'S REPORT

12.1. June / July 2022 Financial Reports

Secretary-Treasurer Masviken provided the Reports to the Board.

To note is the projected deficit under the transportation program of \$66,000.

This projected Deficit is due to unsupported transportation costs, increase in fuel and maintenance costs.

In July, the AB Ed provided school boards with a Fuel Price Contingency funding. HFCSSD was allocated \$9,662 retroactively to March 2022.

The ministry will continue to provide the funding in 2022/23 on condition that the average price of diesel will be above \$1.25/L.

Trustee Pozniak asked if any of this is due to the need for new 4X4. Superintendent Turpin indicated that no, that is on our radar, but this isn't applicable to the transportation deficit included above.

Status: Completed

Documents

- 2021-22 Budget Status - Revenues -July 2022.pdf
 - 2021-22 Budget Status - Expenses - July 2022.pdf
 - 2021-22 Budget Status - Revenues -June 2022.pdf
 - 2021-22 Budget Status - Expenses - June 2022.pdf
 - Summary of Payment Listing -July 2022.pdf
 - EFT Payment Listing -July 2022.pdf
 - CHQ Payment Listing -July 2022.pdf
 - Summary of Payment Listing -June 2022.pdf
 - EFT Payment Listing -June 2022.pdf
 - CHQ Payment Listing -June 2022.pdf
-

12.2. Projects Updates

Secretary-Treasurer Masviken provided the financial reports for information.

Status: Completed

Documents

- July 2022-2023 IMR_CMV Projects - Board.pdf

- August 2022-2023 IMR_CMV Projects - Board (2).pdf
-

12.3. New Capital Planning Manual

Secretary-Treasurer Masvikeni provided the summary of changes to the school capital manual.

Status: Completed

Documents

- school-capital-manual-2022-23 summary changes.pdf
-

13. INFORMATION - BOARD CHAIR'S REPORT

13.1. Incoming Correspondence

Incoming Correspondence Includes:

- NGPS - Carbon Tax Funding Request
- Minister of Education - Fuel Price Contingency Program
- AVPS - Request to renew financial support of ASCA
- PRPS - Funding shortfalls under the new O&M model.
- Alberta Education - Online Teacher Registry
- Minister of Education - Orders in Council: Proclamations
- Minister of Education - Orders in Council: Regulations
- Battle River School Division - Transportation request
- Minister of Education - Task Force for Career Education
- Minister of Education - Improving Child and Youth Mental Health
- PRSD letter to the Minister of Education - Requesting a review of the formula to determine Plan Operations and Maintenance Grant.
- Minister of Education - Duty to Report and Investigations Process
- Northern Lights Public School - to AE Learning Disruption Grant
- Minister of Education - School Capital Manual
- Star Catholic letters to Minister re the new proposed public sector compensation model.
- Alberta Education - recall of email re Updates to Funding Manual
- Alberta Education - Release of Funding Manual

Status: Completed

Documents

- NGPS Board Chair Letter to Premier Kenney.pdf
- Minister of Education - Fuel Price Contingency Program.pdf
- 20220623 LaGrange ASCA support.pdf
- PRPS Letter - Operations and Maintenance Funding Shortfalls.pdf
- Deputy Minister of Education re Online Teacher and Teacher Leader Registry.pdf
- Minister of Education - Orders in Council Proclamations.pdf
- Minister of Education - Orders in Council - Regulations.pdf
- BRSD Letter to A laGrange re Hardisty Busing Concern - June 2022.docx.pdf
- Letter from AE re Task Force for Career Education.pdf
- Minister of Education - Improving Child and Youth Mental Health in Schools.pdf
- PRSD Letter to review Plant Operations Grant.pdf
- Duty to report and Investigations Process.pdf
- Northern Lights re Learning Disruption Grant.pdf
- Minister of Education - School Capital Manual.pdf
- Letter to Minister Nixon re Public Sector Compensation Model.pdf
- Alberta Education Email Recall re Updates to Funding Manual.pdf

- Alberta Education - Release of Funding Manual.pdf

13.2. Outgoing Correspondence

No outgoing correspondence over July.

Status: Completed

13.3. GrACE

Trustee Kuran indicated we are working on a plan for GrACE moving forward.

Status: Completed

13.4. Board Calendar

The Board reviewed the Board Calendar. The next Regular Board Meeting will be held in Grande Prairie as per Organizational Meeting.

Status: Completed

13.5. Passing of Former Trustee

Chair Whalen indicated that John Lehnars passed away. He was a long serving Trustee for GP Public Schools.

Status: Completed

13.6. Board of Trustees Picture

Communications Coordinator Trenton indicated that we will have a group picture taken at the next RBM on September 22.

Status: Completed

14. STANDING COMMITTEE REPORTS

14.1. ATA Negotiations - Principals/Administrators Meeting

As per June 2022 RBM, meetings will be set up in the fall. Normally meetings are held in May/June, however as TEBA approved agreement, many items may change, so as to mitigate confusion, we will have one meeting in the fall to address changes in settlement.

Status: Completed

14.2. Facilities Committee

As mentioned in the August 2022 Organizational Meeting, the Board should discuss tours/visits to schools.

Dates for School visits/tours are:

EPS STA October 18

GNM GSS Thursday March 16 10 AM

ROS HFS Tuesday April 18

STS / Meeting w/Duncan (suggested by Trustee Duda) Wednesday May 17.

Status: Completed

15. EXTERNAL COMMITTEES

15.1. ACSTA

BoD meeting Sept 8 9. Trustee Kuran will provide a report after that date.

Status: Completed

15.1.1. ACSTA Director's Report

Trustee Kuran indicated the ACSTA AGM is upcoming.

Status: Completed

15.1.2. ACSTA AGM and Convention

ACSTA AGM and Convention

Hotel Reservations have been made for Chair Whalen and Superintendent Turpin for November 17-20.

Reservations for remaining Trustees will be made for November 18-20.

Trustee Pozniak will confirm that he can come on Nov 18.

Status: Completed

15.1.2.1. ACSTA AGM - Resolutions and Awards Submissions Information

Trustee Kuran provided information and deadlines for resolutions and awards:

- A) Deadline for Resolutions is September 16, 2022
- B) Deadline for In Memoriam is October 28, 2022
- C) Deadline for awards is September 6, 2022

Status: Completed

Documents

- ACSTA Resolutions, Awards, Memoriam Submissions.pdf
-

15.1.3. ACSTA Executive Request to Meet

ACSTA had asked to come do a presentation either September 21 or October 19. The date hasn't been confirmed, however it won't be September 21. Date still to be determined.

Status: Completed

Documents

- ACSTA - presentation date.pdf
-

15.2. ASBA

Status: Completed

15.2.1. ASBA Zone Update

Trustee Pozniak indicated September 21 is the next ASBA zone meeting (held in Peace River), and November 9 ASBA Zone meetings are in person. Spring meetings will be virtual.

Status: Completed

15.2.2. Edwin Parr/Friends of Education Awards Celebration

The Edwin Parr and Friends of Education information was provided for information.

Status: Completed

Documents

- Edwin Parr & Friends of Education Awards.pdf
-

15.2.3. ASBA Professional Development

Trustee Kuran provided an overview of August 9 - Making Reconciliation a Reality

by Roy Pogorzelski.

Status: Completed

Documents

- ASBA Invitation for PD Session.pdf
 - ASBA Zone 1 Professional Zoom Development - August 9, 2022.pdf
 - IMG_2554.jpg
 - IMG_2557.jpg
 - IMG_2565.jpg
 - IMG_2573.jpg
 - IMG_2586.jpg
 - IMG_2588.jpg
 - IMG_2589.jpg
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16. BOARD MEETING EVALUATION SURVEY

16.1. Board Meeting Evaluation Survey

The Board was provided a link to complete the Board Meeting Evaluation Survey.

Status: Completed

17. NEXT MEETING

17.1. Next Meeting

Thursday September 22, 2022 10 AM

Status: Completed

18. ADJOURNMENT

18.1. Adjournment

MOVED that the meeting be adjourned at 2:30PM

Resolution #: 028-08-2022

Moved: George Chuckvar

seconded:

Status: Carried

Vote:

Board Chair

Secretary-Treasurer