

<p>CALL TO ORDER OPENING PRAYER</p>		<p>MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE HOLY SPIRIT ROMAN CATHOLIC SEPARATE REGIONAL DIVISION NO. 4, HELD AT THE ST. BASIL CATHOLIC EDUCATION CENTRE ON WEDNESDAY, OCTOBER 24, 2018, COMMENCING AT 6:13 P.M.</p> <p>BOARD Board Chair Judy Lane Vice Chair Bob Spitzig Trustee Pat Bremner Trustee Frances Cote Trustee Bryan Kranzler Trustee Philip Mack Trustee Keith McDonald Trustee Danny Ponjavic Trustee Ken Tratch</p> <p>ADMINISTRATION Superintendent of Schools Chris Smeaton Deputy Superintendent Brian Macauley Secretary-Treasurer Lisa Palmarin Recording Secretary Anisha Gatner / Rhonda Kawa</p> <p>Newly elected Board Chair Judy Lane called the October 24, 2018 Regular Board Meeting to order at 6:42 p.m. She acknowledged that the land on which we stand is the traditional territories of the Blackfoot Nations and the people of the Treaty 7 region in southern Alberta. Trustee Ken Tratch led the board in reciting the opening prayer provided by the Kindergarten class at Children of St. Martha School.</p>
<p>Approval of Agenda</p>	<p>7517/1018 Danny Ponjavic</p>	<p>M/C That the agenda for the October 24, 2018 Board Meeting be approved, as amended.</p>
<p>Previous Minutes</p>	<p>7518/1018 Bob Spitzig</p>	<p>M/C That the minutes of the September 26, 2018 Regular Meeting of the Board be approved, as presented.</p>
<p>Business Arising from the Minutes</p>		<p>The following item was added: - B.5: Trustee Remuneration</p> <p>There was no business arising from the minutes.</p>
<p>Presentation: Mental Health Literacy</p>		<p>The Coordinator of Counselling and Wellness, Anita Lethbridge-Gross, spoke to the Board about the division's recent efforts to incorporate curriculum that ensures that students are more aware of how to maintain good mental health, as well as a better understanding of mental disorders, their treatments, the importance of decreasing stigma surrounding mental illnesses, and how best to seek mental health assistance when it is required.</p>
<p>Presentation: Exam Results Report / Accountability Pillar Report</p>		<p>Superintendent Chris Smeaton provided an overview of Holy Spirit Catholic School Division's results from the 2017/2018 Provincial Achievement Tests and Diploma Exams. The division's October 2018 Accountability Pillar Summary Report was also formally presented. All results continue to demonstrate high achievement within the division.</p>
<p><u>ACTION ITEMS</u> Catholic Education Sunday Schedule</p>	<p>B.1</p>	<p>Each Trustee agreed to bring a brief message to all Masses taking place within our parishes over the November 3-4, 2018 weekend to celebrate Catholic Education Sunday.</p>
	<p>7519/1018 Bryan Kranzler</p>	<p>M/C That the Board of Trustees provides a message in all local parishes and at all Masses celebrating Catholic Education Sunday.</p>

<p>October 24/18: page 2</p> <p>Voluntary Teacher Retirement Opportunity</p> <p>Voluntary Support Staff Retirement Opportunity</p> <p>2019/2020 Modular Classroom Program Submission</p> <p>Trustee Remuneration</p>	<p>B.2</p> <p>7520/1018 Ken Tratch</p> <p>B.3</p> <p>7521/1018 Bob Spitzig</p> <p>B.4</p> <p>7522/1018 Pat Bremner</p> <p>B.5</p> <p>7523/1018 Danny Ponjavic</p>	<p>The Board of Trustees determined that it would offer a voluntary retirement program for teachers planning on retiring at the end of the school year. This allows division office to plan for future staffing requirements for pending retirements, while providing staff members with a chance to simultaneously draw from their pension and receive their regular salary.</p> <p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division makes the following offer to its teachers:</p> <p style="padding-left: 40px;"><i>Any eligible teacher who, by December 14, 2018, submits his/her notice of retirement, effective January 31, 2019, will be offered a temporary teaching contract beginning February 1, 2019 until June 30, 2019.</i></p> <p>The Board of Trustees determined that it would offer a voluntary retirement program for support staff planning on retiring at the end of the school year. This allows division office to plan for future staffing requirements for pending retirements, while providing staff members with a chance to simultaneously draw from their pension and receive their regular wages.</p> <p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division makes the following offer to its CUPE 290, CUPE 1825, and non-union employees:</p> <p style="padding-left: 40px;"><i>Any eligible member of the Local Authorities Pension Plan (LAPP) who, by December 14, 2018, submits his/her notice of retirement, effective January 31, 2019, will be offered a temporary contract of employment for February 1, 2019 until the June 2019 end date for the eligible member's position.</i></p> <p>The Board reviewed correspondence from Alberta Education requesting that all school jurisdictions identify surplus modular units and submit new modular classroom requests before November 2, 2018. Secretary-Treasurer Lisa Palmarin indicated that Holy Spirit Catholic School Division would be requesting two (2) modulares and a link for Father Leonard Van Tighem School, in order to mitigate significant enrollment pressures.</p> <p>M/C That the Board of Trustees directs the Superintendent of Schools to submit the Holy Spirit Catholic School Division's new modular classroom requests to Alberta Education before the November 2, 2018 deadline.</p> <p>The Board discussed the need to update Trustee remuneration in light of recent changes to taxation that are expected to come into effect this January 1, 2019.</p> <p>M/C That, due to the recent changes to income tax regulations for Trustees, Holy Spirit Catholic School Division increases the Trustee honouraria and daily per diem rates for trustee meeting attendance to reflect a hold harmless position in after tax dollars, effective January 1, 2019;</p> <p style="padding-left: 40px;">AND FURTHER, that <i>Policy 18, Appendix A</i> be amended to reflect these changes.</p> <p>As a result, Trustee compensation will be increased from \$10,700 to \$12,180, Board Chair compensation will be increased from \$13,800 to \$15,696, and Vice Chair compensation will be increased from \$12,200 to \$13,884. The daily per diem rate for trustee meeting attendance was also increased from \$150 to \$165 per day; \$80 to \$90 per half day.</p> <p>It was further noted that, even with this slight increase, Holy Spirit Catholic School Division Trustees will remain remunerated at lower than the average provincial rate. Nonetheless, the Board recognizes the importance of providing only a modest increase at this time, recognizing the potential for future budgetary pressures.</p> <p>A brief recess was called at 7:31 p.m. The Board reconvened at 7:42 p.m.</p>
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INFORMATION ITEMS

Daytona Homes Backpack Program	C.1	The division has received \$21,050 through Daytona Homes' 11 th Annual "Backpack Program." These funds will be distributed to the next 'Ready, Set, Go!' project, which ensures back to school readiness for those families requiring additional assistance.
Accountability Pillar Summary	C.2	The division's Accountability Pillar Summary Report for October 2018 was provided for Board information.
ASBA Fall General Meeting	C.3	The Board reviewed information about the ASBA's Annual General Meeting, which is scheduled for November 18-20, 2018 in Edmonton, Alberta. The Board also reviewed the amendments proposed to the ASBA's Policy Bulletin and found that they would support those proposed.
ERDI Update	C.4	Superintendent Chris Smeaton updated the Board about the past ERDI Conference.
Wood Chips Removal at Ecole St. Mary	C.5	The Board reviewed the letter penned by the Board Chair expressing Holy Spirit Catholic School Division's commitment to advocate for school environments that are free of needles and drug-related debris in order to ensure the health and safety of all students. It was further noted that the parent community at Ecole St. Mary has recently requested that the wood chips in the playground be removed, since they make it difficult to find and safely dispose of needles/drug-related debris.
Staff Appreciation Lunch Schedule	C.6	The Board received a schedule of the Staff Appreciation Lunches that the Board will host over the 2018/2019 school year. It was noted that these dates are subject to change.
Director of Learning Update	C.7	Lorelie Lenaour, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.
Director of Religious Education Update	C.8	Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.
Director of Support Services Update	C.9	Michelle Mackinnon, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services Department.
First Nations, Metis, and Inuit Education Update	C.10	Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to First Nations, Métis and Inuit Education.
Holy Spirit Stars	C.11	The Board reviewed the activities and achievements of the division's students and staff over the past month.
Enrolment Data Update	C.12	The Board received the division enrolment report for September 30, 2018.

POLICY REVIEW

Policy 18: Board Governance and Operations	D.1	The Board reviewed <i>Policy 18: Board Governance and Operations</i> , and associated appendices. In <i>Policy 18, Appendix A: Trustee Compensation, Allowances and Reimbursement Rates</i> , all references to taxable/non-taxable portions of the Trustee honorarium were removed to ensure compliance with anticipated changes to tax laws in January 2019. Honouraria and daily per diem rates were also adjusted to reflect the hold harmless position in after tax dollars the Board approved previously.
7524/1018 Frances Cote	M/C	That the Board of Trustees accepts <i>Policy 18: Board Governance and Operations</i> , and associated appendices, as amended, further reflecting the changes required through the approval of Board motion 7523/1018, relating to Trustee Remuneration.

BOARD REPORTS

Board Chair's Report	E.1	The Board Chair provided a report about recent correspondence, planning and events, and activity.
7525/1018 Bryan Kranzler	M/C	That the Board of Trustees receives and files the Board Chair's Report for October 24, 2018.

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ACSTA Report	E.2	Trustee Pat Bremner, past Board representative to the ACSTA, provided a report to the Board regarding recent business, events, and activities.
	7526/1018 Pat Bremner	M/C That the Board of Trustees receives and files the ACSTA Report for October 24, 2018.
ASBA Report	E.3	Trustee Bryan Kranzler, past Board representative to the ASBA, provided a report to the Board regarding recent business, events, and activities. He indicated there may be some changes to the meeting schedule for forthcoming.
	7527/1018 Bryan Kranzler	M/C That the Board of Trustees receives and files the ASBA Report for October 24, 2018.
Audit Committee Report	E.4	Bob Spitzig, Chair of the Audit Committee provided a report to the Board regarding recent business, events and activities. He indicated that times for future meetings have been established and that audits in some of the division's schools are underway.
	7528/1018 Bob Spitzig	M/C That the Board of Trustees receives and files the Audit Committee Report for October 24, 2018.
<u>ADVOCACY</u>		
Individual Trustee Advocacy	F.1	Each Trustee provided a brief update about the activities they have been engaged in to advocate for the Board and school division over the past month.
<u>ADMINISTRATIVE REPORTS</u>		
Superintendent's Report	G.1	The Board reviewed the Superintendent's October 24, 2018 Report. Questions were asked about the status of Educational Service Agreements, as well as the Superintendent's recent presentation to Catholic Central High School staff regarding recent threats to Catholic Education.
	7529/1018 Ken Tratch	M/C That the Board of Trustees receives and files the Superintendent's Report for October 24, 2018.
Deputy Superintendent's Report	G.2	The Board received the Deputy Superintendent's October 24, 2018 Report. Mr. Macauley advised that a lunch for new staff members is being planned, which Trustees are invited to attend.
	7530/1018 Bob Spitzig	M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for October 24, 2018.
Secretary Treasurer's Report	G.3	The Board received the Secretary-Treasurer's October 24, 2018 Report. The completion of the division's IMR projects was further discussed.
	7531/1018 Bryan Kranzler	M/C That the Board of Trustees receives and files the Secretary Treasurer's Report for October 24, 2018.
ADJOURNMENT	7532/1018 Pat Bremner	M/C That the Board of Trustees adjourns the Regular Board Meeting of October 24, 2018 at 8:37 p.m.

		Board Chair

		Secretary-Treasurer