

		<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 EDUCATION CENTRE ON MONDAY, NOVEMBER 30, 2015, COMMENCING AT 6:00 P.M.</p> <p>BOARD Board Chair Bryan Kranzler Vice Chair Pat Bremner Trustee Frances Cote Trustee Terry O'Donnell Trustee Danny Ponjavic Trustee Ken Tratch Trustee Bob Spitzig</p> <p>ADMINISTRATION Superintendent of Schools Chris Smeaton Deputy Superintendent of Schools Brian Macauley Secretary-Treasurer Lisa Palmarin Recording Secretary Anisha Gatner</p> <p>Regrets: Trustee Judy Lane</p> <p>Board Chair Bryan Kranzler called the November 30, 2015 Regular Board Meeting to order at 6:00 p.m. Trustee Danny Ponjavic led with a prayer provided by the Grade 3 class from St. Michael's School in Pincher Creek.</p> <p>Approval of Agenda 6781/1115 M/C That the agenda for the November 30, 2015 Board Meeting be approved, as amended. Pat Bremner</p> <p>The following item was added to the meeting agenda: B.7 CUPE 290 Memorandum of Settlement</p> <p>Previous Minutes 6782/1115 M/C That the minutes of the October 28, 2015 Organizational Meeting of the Board be approved, as presented. Ken Tratch</p> <p>6783/1115 M/C That the minutes of the October 28, 2015 Regular Meeting of the Board be approved, as presented. Ken Tratch</p> <p>Business Arising from the Minutes There was no business arising from the minutes.</p> <p>ACTION ITEMS</p> <p>Transfers to Operating and Capital Reserves for the 2014/2015 Fiscal Year B.1 Vice Chair Pat Bremner introduced the following transfers, which were required before the 2014/2015 Audited Financial Statements could be approved.</p> <p>6784/1115 M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$261,883 from the Board's instruction operating reserve to fund Board funded capital additions. Pat Bremner</p> <p>6785/1115 M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$52,110 from the Board's Board and System Administration operating reserve to fund Board funded capital additions Pat Bremner</p> <p>6786/1115 M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$66,567 from the Board's capital reserve to fund Board funded capital additions. Pat Bremner</p> <p>6787/1115 M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$426,593 from the Board's instruction operating reserves to unrestricted surplus. Pat Bremner</p>
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	<p>6788/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$9,751 from the Board's Board and System Administration operating reserves to unrestricted surplus.</p>
	<p>6789/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$163,953 from the Board's Transportation operating reserves to unrestricted surplus.</p>
	<p>6790/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$28,388 from the Board's unrestricted surplus to Restricted Operating Reserves for Operations and Maintenance.</p>
	<p>6791/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$47,208 from the Board's unrestricted surplus to Restricted Operating Reserves for Transportation.</p>
	<p>6792/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$769,475 from the Board's unrestricted surplus to Capital Reserves.</p>
	<p>6793/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Catholic School Division transfers \$67,600 from the Board's capital reserve to fund the Xerox capital lease.</p>
<p>Audited Financial Statement for the 2014/2015 Fiscal Year</p>	<p>B.2</p>	<p>Secretary-Treasurer Lisa Palmarin presented the 2014-2015 Audited Financial Statements to the Board of Trustees.</p> <p>The Board's auditor, Mark DeBlois, from KPMG, then provided his audit opinion to the Board. He indicated that the financial statements have been fairly presented in all material respects. Further, the financial position of the school jurisdiction, as of August 31, 2015, and the results of its operations, cash flows, net assets, and capital allocations for the year have been conducted in accordance with Canadian Public Sector Accounting Standards (PSAS).</p>
	<p>6794/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees reviews and approves the Audited Financial Statements for the fiscal year ended August 31, 2015;</p> <p>AND FURTHER, authorizes that these Audited Financial Statements be submitted to Alberta Education, according to the Government of Alberta's reporting format, and posted on the division's website.</p>
<p>2015/2016 Fall Budget Update</p>	<p>B.3</p>	<p>Secretary-Treasurer Lisa Palmarin presented the 2014-2015 Fall Budget Update. This update takes into consideration additional revenues and expenditures, as well as the actual enrolment numbers reported on September 30, 2014.</p>
	<p>6795/1115 Bob Spitzig</p>	<p>M/C That the Board of Trustees approves the 2015/2016 Fall Budget Update for Holy Spirit Roman Catholic Separate Regional Division No. 4;</p> <p>AND FURTHER, authorizes that this 2015/2016 Fall Budget Update be submitted to Alberta Education, according to the Government of Alberta's reporting format, and posted on the division's website.</p>
<p>Combined 2014/2015 Annual Education Results Report and 2015-2018 Three Year Education Plan</p>	<p>B.4</p>	<p>A draft version of the Combined 2014/2015 Annual Education Results Report and 2015-2018 Three-Year Education Plan was provided for Board feedback and approval.</p>
	<p>6796/1115 Ken Tratch</p>	<p>M/C That the Board of Trustees approves the Combined 2014/2015 Annual Education Results Report and 2015-2018 Three-Year Education Plan, authorizing the Board Chair to make any incidental corrections, as necessary;</p> <p>AND FURTHER, that the Combined 2014/2015 Annual Education Results Report and 2015-2018 Three-Year Education Plan be submitted to Alberta Education by the November 30, 2015 deadline and posted on the division's website.</p>

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<p>Council of School Council Agenda Meeting – December 7, 2015</p>	<p>B.5</p>	<p>The Board discussed what items should be added to the agenda for the upcoming meeting with the Council of School Council Chairs.</p>
<p>Supplemental Integrated Pension Plan (SiPP)</p>	<p>6797/1115 Bob Spitzig</p>	<p>M/C That the Board of Trustees brings the following topics forward for discussion at the meeting with Council of School Council Chairs on December 7, 2015:</p> <ul style="list-style-type: none"> - City of Lethbridge School Development Plan (will be offered before meeting officially starts to interested Lethbridge School Council Chairs). - School Council Involvement - Updated Budget Information - Student Mental Health
<p>CUPE 290 Memorandum of Settlement</p>	<p>B.6</p>	<p>As administration benefits from the Supplemental Integrated Pension Plan (SiPP), Superintendent Chris Smeaton, Deputy Superintendent Brian Macauley, and Secretary-Treasurer Lisa Palmarin noted that they were unable to speak to the amendments outlined in the Alberta School Boards' Association's correspondence, which indicated that key amendments to the SiPP required review and approval of all participating employer Boards, of which Holy Spirit Catholic School Division is one. The Board of Trustees reviewed each of the amendments outlined.</p>
	<p>6798/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Roman Catholic Separate Regional Division No. 4 approves Amendments 1 through 6 to the Alberta School Boards' Association Supplemental Integrated Pension Plan;</p> <p>AND FURTHER, that Board Chair Bryan Kranzler be directed to authorize the above amendments on behalf of the school division.</p>
	<p>6799/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees of the Holy Spirit Roman Catholic Separate Regional Division No. 4 approves Amendment 7 to the Alberta School Boards' Association Supplemental Integrated Pension Plan;</p> <p>AND FURTHER, that Board Chair Bryan Kranzler be directed to authorize the above amendment on behalf of the school division.</p>
	<p>B.7</p>	<p>Negotiations between Holy Spirit Catholic School Division and CUPE 290 have come to a successful conclusion. As a result, the newly drafted Memorandum of Settlement requires Board ratification.</p>
<p>CUPE 290 Memorandum of Settlement</p>	<p>6800/1115 Pat Bremner</p>	<p>M/C That the Board of Trustees ratifies the Memorandum of Settlement, effective September 1, 2015 to August 31, 2018, between the Holy Spirit Roman Catholic Separate Regional Division No. 4 and CUPE 290,</p> <p>AND FURTHER, that the members of both negotiating committees be thanked for their efforts and hard work in reaching this agreement.</p> <p>A brief recess was called at 7:15 p.m. The Board reconvened at 7:25 p.m.</p>
<p><u>INFORMATION ITEMS</u></p> <p>C21 Leadership Academy</p> <p>Vimy 100 Tour Update</p> <p>Student Information System</p> <p>Recycling in Holy Spirit Catholic Schools</p>	<p>C.1</p> <p>C.2</p> <p>C.3</p> <p>C.4</p>	<p>Superintendent Smeaton updated the Board about his recent work with the national C21 Leadership Academy at their past meeting in Calgary.</p> <p>Superintendent Smeaton apprised the Board of his recent trip with EF Tours to preview and prepare for the 100th Anniversary to celebrate the Battle of Vimy Ridge in 2017.</p> <p>Holy Spirit Catholic School Division and Lethbridge School District No. 51 are co-hosting presentations by Maplewood and PowerSchool, two PASI compliant Student Information System providers.</p> <p>The Board discussed the practice of recycling in all division schools, as well as the City of Lethbridge's expectations regarding recycling now and in the future.</p>

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Administrative Procedure 322: VTRA	C.5	In keeping with updates made to the VTRA Protocol, Administrative Procedure 322: Violence Threat Risk Assessment has been amended, and will be placed on the division website.
Alberta Education Zone 6 Director's Report	C.6	The Board received and filed the "Director's Report" from Mr. Ron Taylor, Director of Alberta Education's Zone 6 Branch Services.
Director of Learning Update	C.7	Lorelle Lenaour, the Director of Learning, provided a report apprising the Board of recent division activity related to Learning.
Director of Religious Education Update	C.8	Joann Bartley, the Director of Religious Education, provided a report apprising the Board of recent division activity related to Religious Education.
FNMI Update	C.9	Joann Bartley, the Director of Religious Education, provided a report apprising the Board of recent division activity related to FNMI learning.
Director of Support Services Update	C.10	Michelle Mackinnon, Director of Support Services, provided a report apprising the Board of recent division activity related to the Support Services Department.
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 October 31, 2015.
<u>POLICY REVIEW</u>		
Policy 5: Role of the Board Chair	D.1	The Board reviewed <i>Policy 5: Role of the Board Chair</i> and determined that no changes were required at this time.
	6801/1115 Frances Cote	M/C That the Board of Trustees approves <i>Policy 5: Role of the Board Chair</i> , as presented.
Policy 6: Role of the Vice Chair	D.2	The Board reviewed <i>Policy 6: Role of the Vice Chair</i> and determined that no changes were required at this time.
	6802/1115 Danny Ponjavic	M/C That the Board of Trustees approves <i>Policy 6: Role of the Vice Chair</i> , as presented.
Policy 7: Board Committees and Board Representation	D.3	The Board reviewed <i>Policy 7: Board Committees and Board Representation</i> and determined that the following amendments would be made: <ul style="list-style-type: none"> - As the "First Nations Parent Advisory Council" has recently changed its name to the "Wisdom and Visioning Circle" clause 3.3 will be updated. - In keeping with the Teacher Board Advisory Committee's current Terms of Reference, the Deputy Superintendent, or his/her designate, needs to be added as a member of the committee in clause 4.1. - The Teacher Board Advisory Committee's Terms of Reference will be added to Policy 7 as subclauses 4.1.1 to 4.1.4.
	6803/1115 Pat Bremner	M/C That the Board of Trustees accepts <i>Policy 7: Board Committees and Board Representation</i> , as amended.
<u>BOARD REPORTS</u>		
Board Chair's Report	E.1	Board Chair Bryan Kranzler updated the Board about recent correspondence, planning and events, and activity.
	6804/1115 Ken Tratch	M/C That the Board of Trustees receives and files the Board Chair's Report for November 30, 2015.
ASBA Zone 6 Report	E.2	Trustee Bob Spitzig, Board representative to the ASBA Zone 6, provided a report to the Board regarding recent ASBA Zone 6 business, events, and activities.

	6805/1115 Bob Spitzig	M/C That the Board of Trustees receives and files the ASBA Zone 6 Report for November 30, 2015.
C2 Committee Report	E.3	Trustee Terry O'Donnell, Board representatives to the C2 Committee, provided a verbal report to the Board regarding recent C2 Committee business, events, and activities.
	6806/1115 Terry O'Donnell	M/C That the Board of Trustees receives and files the C2 Report for November 30, 2015.
Team Lethbridge Report	E.4	Trustees Danny Ponjavic and Ken Tratch, provided a verbal report to the Board regarding recent Team Lethbridge business, events, and activities. Discussed the mission that took place November 24-26, 2015.
	6807/1115 Ken Tratch	M/C That the Board of Trustees receives and files the Team Lethbridge Report for November 30, 2015.
<u>ADVOCACY</u>		
Team Lethbridge Mission	F.1	The Team Lethbridge Mission took place from November 24-26, 2015. Trustees Ken Tratch and Danny Ponjavic, along with Superintendent Chris Smeaton, participated in the mission, which involved going to meet with a variety of government Ministers and officials in Edmonton to advocate for the needs of Lethbridge and area.
Individual Trustee Advocacy	F.2	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 November 30, 2015 Report.
	6808/1115 Danny Ponjavic	M/C That the Board of Trustees receives and files the Superintendent's Report for November 30, 2015.
Deputy Superintendent's Report	G.2	The Board reviewed the Deputy Superintendent's November 30, 2015 Report.
	6809/1115 Frances Cote	M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for November 30, 2015.
ADJOURNMENT	6810/1115 Bob Spitzig	M/C That the Board of Trustees adjourns the Regular Board Meeting of November 30, 2015 at 8:28 p.m.
		<p style="text-align: center;">_____</p> <p style="text-align: center;">Board Chair</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Secretary-Treasurer</p>