

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, DECEMBER 16, 2015, COMMENCING AT 6:00 P.M.

BOARD

Board Chair	Bryan Kranzler
Vice Chair	Pat Bremner
Trustee	Frances Cote
Trustee	Judy Lane
Trustee	Terry O'Donnell
Trustee	Danny Ponjavic
Trustee	Ken Tratch
Trustee	Bob Spitzig

ADMINISTRATION

Superintendent of Schools	Chris Smeaton
Deputy Superintendent of Schools	Brian Macauley
Secretary-Treasurer	Lisa Palmarin
Recording Secretary	Anisha Gatner

**CALL TO ORDER
OPENING PRAYER**

Board Chair Bryan Kranzler called the December 16, 2015 Regular Board Meeting to order at 6:00 p.m., and led with a prayer provided by the Grade 5 French Immersion class from École St. Mary School in Lethbridge.

Approval of Agenda

6811/1215
Bob Spitzig

M/C That the agenda for the December 16, 2015 Board Meeting be approved, as presented.

Previous Minutes

6812/1215
Terry O'Donnell

M/C That the minutes of the November 30, 2015 Regular Meeting of the Board be approved, as presented.

Business Arising
from the Minutes

There was no business arising from the minutes.

ACTION ITEMS

International Student
Tuition and Fees

B.1

In the past, Foreign Student Tuition was brought before the Board in the spring, aligning with tuition set for students accessing INAC funding. As our International Student Program has expanded, and in order to adequately prepare for international students arriving in 2016/2017, it is recommended that international student tuition and fees be established much earlier.

The Board reviewed the following Student Fee Schedule for the 2016/2017 school year:

	1 Semester (5 Months)	1 Year (10 Months)
Application Fee	\$ 200	\$ 200
Tuition	\$ 5,500	\$11,000
Student Services	\$ 700	\$ 700
Insurance (Mandatory)	\$ 250	\$ 500
TOTAL	\$ 6,650	\$12,400

For homestay fees, assuming a 1 month homestay accommodation of \$800 per month:

	1 Semester (5 Months)	1 Year (10 Months)
Homestay Finding Fee	\$ 450	\$ 450
Homestay Accommodation	\$ 4,000	\$ 8,000

6813/1215
Pat Bremner

M/C That the Board of Trustees approves the 2016/2017 International Student Fee Schedule, as presented

Teachers' Employer
Bargaining Association
Representative

B.2

Bill 8: Public Education Collective Bargaining Act will come into a force on January 1, 2016. In preparation, the Board determined that it would be prudent to appoint a representative to the Teachers' Employer Bargaining Association (TEBA) in anticipation of the group's establishment.

6814/1215
Danny Ponjavic

M/C That Bob Spitzig be selected to serve as the Board's representative to the Teachers' Employer Bargaining Association (TEBA), pending the organization's formal establishment.

INFORMATION ITEMS

Bill 8: Public Education
Collective Bargaining Act

C.1 Information regarding Bill 8, as well as a copy of the legislation and the December 8, 2015 amendments were provided to the Board for information. The new bargaining model would see 'two-tables' for negotiations: a central table of 61 boards, the ATA and the provincial government, to consider topics of a provincial nature; and a local table to consider topics specific to the school jurisdiction and staff.

International Travel

C.2 As per *Policy 10: Board Delegation of Authority*, the Superintendent of Schools is responsible for authorizing out of province and international field trips. Given the recent terrorist attacks in Paris, many school jurisdictions in Alberta have chosen to place a moratorium on travel outside of the country at this time.

Superintendent Chris Smeaton apprised the Board that he has consulted with staff, parents and insurance risk assessment professionals to gather as much information about the contingencies of foreign travel as possible. As a result, he has determined that, in order to balance between managing risk and encouraging student experience and learning, Holy Spirit will be reviewing each out-of-province field trip on a case-by-case basis. In addition, alternate destinations / arrangements will be made for travel to France, Belgium, or any other country with a risk level of 2 or higher (as indicated by the Government of Canada's travel advisory services).

A letter will be distributed to staff, students, parents and community members apprising them of this decision tomorrow, December 17, 2015.

Student Fees

C.3 The Government of Alberta has committed to decreasing school fees for the 2016/2017 school year. To accomplish this, per pupil funding rates will be increased. The Board considered how best to respond to this new information and determined that this item will be brought forward at the January 2016 Board Meeting for further discussion.

Annual Education
Results Report
2014/2015 Summary

C.4 Holy Spirit Catholic School Division's 2014/2015 Annual Education Results Report Summary has been prepared and placed on the division website.

Greatness in
Leadership Event

C.5 Teamworks Training Institute, Select People Solutions and the ENMAX Centre have organized the "2nd Greatness in Leadership" Event for February 23, 2016. Buzz Aldrin, Chris Hadfield, Chester Elton and Candace Carnahan have been secured to present.

Early Registration for
2016/2017

C.6 In order to prepare for the 2016/2017 school year, registrations will begin to be accepted on January 4, 2016. Registration for the new Blessed Mother Teresa School will be accepted at the St. Basil Catholic Education Centre.

Operating Fall Budget
Update Infographic

Secretary-Treasurer Lisa Palmarin provided an infographic for Board information, summarizing the division's Operating Fall Budget Update. This will be placed on the division website.

Budget Reserve
Infographic

Secretary-Treasurer Lisa Palmarin provided an infographic for Board information, apprising of the status of the division's budget reserves. This will be placed on the division website.

Director of
Learning Update

C.7 Lorelie 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.

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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 November 30, 2015.
<u>POLICY REVIEW</u>		
Policy 8: Policy Making	D.1	The Board reviewed <i>Policy 8: Policy Making</i> and determined that no changes were required at this time.
	6815/1215 Ken Tratch	M/C That the Board of Trustees approves <i>Policy 8: Policy Making</i>, as presented.
Policy 9: Role of the Superintendent	D.2	The Board reviewed <i>Policy 9: Role of the Superintendent</i> and determined that clause 3.3 would be updated to state that the Superintendent, " <i>oversees the preparation of the budget...</i> " as opposed to, " <i>prepares the budget...</i> ".
	6816/1215 Judy Lane	M/C That the Board of Trustees approves <i>Policy 9: Role of the Superintendent</i>, as amended.
Policy 10: Board Delegation of Authority	D.3	The Board reviewed <i>Policy 10: Board Delegation of Authority</i> and determined that the following amendments would be made: <ul style="list-style-type: none"> - The phrase, "Special Education," be removed from clause 2.3, in favour of the phrase, "Inclusive Education." - That clauses 12 and 13 be moved to clauses 2 and 3 respectively, keeping all clauses pertaining to discipline and /or termination of staff members together. Subsequent clauses will be renumbered accordingly.
	6817/1215 Frances Cote	M/C That the Board of Trustees accepts <i>Policy 10: Board Delegation of Authority</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.
	6818/1215 Pat Bremner	M/C That the Board of Trustees receives and files the Board Chair's Report for December 16, 2015
Teacher Board Advisory Committee (TBAC)	E.2	Board Chair Bryan Kranzler, Trustee Judy Lane, and Trustee Danny Ponjavic, Board representatives to TBAC, provided a report to the Board regarding the December 8, 2015 meeting.
	6819/1215 Judy Lane	M/C That the Board of Trustees receives and files the Teacher Board Advisory Committee (TBAC) Report for December 16, 2015.
C2 Committee Report	E.3	Trustee Terry O'Donnell, Board representative to the C2 Committee, provided a report to the Board regarding recent C2 Committee business, events, and activities.
	6820/1215 Terry O'Donnell	M/C That the Board of Trustees receives and files the C2 Report for December 16, 2015.
Team Lethbridge Report	E.4	Trustees Danny Ponjavic and Ken Tratch provided the December 3, 2015 debrief meeting notes from the November 24-26, 2015 Team Lethbridge Mission.
	6821/1215 Ken Tratch	M/C That the Board of Trustees receives and files the Team Lethbridge Report for December 16, 2015.

ADVOCACY

Minister of Education
Visit to St. Patrick FAE

F.1 Alberta Education Minister, David Eggen, will be visiting St. Patrick Fine Arts Elementary School on Thursday, December 17, 2015.

Board and School
Council Chairs' Meeting

F.2 The Board of Trustees and the School Council Chairs from each school had an opportunity to meet on Monday, December 7, 2015 to review the following items:
•Healthy Active School Symposium
•Student Mental Health
•School Council Involvement
•Updated Budget Information
•Annual Education Results Report 2014/2015 Summary

Individual Trustee
Advocacy

F.3 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.

ADMINISTRATIVE

REPORTS

Superintendent's Report

G.1 The Board reviewed the Superintendent's December 16, 2015 Report.

6822/1215
Pat Bremner

M/C That the Board of Trustees receives and files the Superintendent's Report for December 16, 2015.

Deputy Superintendent's
Report

G.2 The Board reviewed the Deputy Superintendent's December 16, 2015 Report.

6823/1215
Judy Lane

M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for December 16, 2015.

Secretary-Treasurer's
Report

G.3 The Board reviewed the Secretary-Treasurer's December 16, 2015 Report.

6824/1215
Pat Bremner

M/C That the Board of Trustees receives and files the Secretary-Treasurer's Report for December 16, 2015.

ADJOURNMENT

6825/1215
Bob Spitzig

M/C That the Board of Trustees adjourns the Regular Board Meeting of December 16, 2015 at 7:39 p.m.

Board Chair

Secretary-Treasurer