

<p>CALL TO ORDER OPENING PRAYER</p> <p>Approval of Agenda</p> <p>Previous Minutes</p> <p>Business Arising from the Minutes</p> <p>PRESENTATION Field Trips and Risk Management Categories</p> <p>First Quarter Fiscal Accountability Report</p> <p>ACTION ITEMS Board Faith Retreat</p> <p>Wood's Homes 15th Annual Children's Benefit Dinner</p>	<p>Present</p> <p>7572/1218 Ken Tratch</p> <p>7573/1218 Bryan Kranzler</p> <p>B.1</p> <p>7574/1218 Philip Mack</p> <p>B.2</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, DECEMBER 19, 2018, COMMENCING AT 6:00 P.M.</p> <p>BOARD Vice Chair Bob Spitzig Trustee Pat Bremner 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 Rhonda Kawa</p> <p>Regrets Board Chair Judy Lane Trustee Frances Cote</p> <p>Board Vice Chair Bob Spitzig called the December 19, 2018 Regular Board Meeting to order at 6:00 p.m. He 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 Phillip Mack led the Board in reciting the opening prayer provided by a Grade 6 student, at St. Catherine School in Picture Butte.</p> <p>M/C That the agenda for the December 19, 2018 Board Meeting be approved, as presented.</p> <p>M/C That the minutes of the November 28, 2018 Regular Meeting of the Board be approved, as presented.</p> <p>There was no business arising from the minutes.</p> <p>Allen Herbst spoke to the Board regarding field trips activities and the categorization of those activities into the green, amber and red classifications.</p> <p>Secretary Treasurer Lisa Palmarin provided the First Quarter Fiscal Accountability Report for Board review.</p> <p>As part of the Board's Work Plan, an annual Faith Retreat is scheduled to enhance Trustee faith formation.</p> <p>M/C That the Board of Trustees schedules the Board Faith Retreat for January 18, 2019.</p> <p>Director of Religious Education Joann Bartley will facilitate the retreat at the Martha Retreat Centre from 2:00-7:00 p.m.</p> <p>Wood's Homes is a multi-service and community-owned organization that supports Lethbridge children and their families. The organization's annual fundraiser will be held on March 30, 2019 at the Coast Hotel.</p>
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Appointment of Auditor	<p>7575/1218 Pat Bremner</p> <p>M/C That the Board of Trustees purchases a minimum of two (2) tickets to attend Wood's Homes 15th Annual Children's Benefit Dinner on March 30, 2019.</p> <p>Trustee Bryan Kranzler, Trustee Ken Tratch and Superintendent Chris Smeaton agreed to attend the event on behalf of the Board.</p> <p>B.3 The Board must appoint a new auditor as the terms for that appointment have now expired.</p>
Three Year Faith Plan Trustee Representation	<p>7576/1218 Bryan Kranzler</p> <p>M/C That the Board of Trustees appoints the accounting firm of KPMG as Holy Spirit Catholic School Division's Auditor for the 2018/2019, 2019/2020, 2020/2021; 2021/2022 and 2022/2023 fiscal years.</p> <p>B.4 Trustee representation is sought for a committee being established to develop the division's new 2019-2022 Three Year Faith Plan.</p>
	<p>7577/1218 Bryan Kranzler</p> <p>M/C That Trustees Danny Ponjavic and Pat Bremner be selected to serve as the Board's representatives in developing the division's 2019-2022 Faith Plan.</p> <p>AND FURTHER, that Trustee Philip Mack be an alternate for the committee.</p>
INFORMATION ITEMS	
Team Lethbridge	<p>C.1 The Board of Trustees will continue to participate in the 2019 Team Lethbridge initiative spearheaded by Economic Development Lethbridge. Currently Trustee Danny Ponjavic, Trustee Keith McDonald and Superintendent Chris Smeaton are representatives for this committee.</p>
Auditor General's Report on Education	<p>C.2 The Auditor General's Report on Education contains information and recommendations in regards to the reporting, monitoring and assessing of school jurisdiction's financial reporting.</p>
IMR Reporting	<p>C.3 Lisa Palmarin, Secretary Treasurer provided the "IMR Funding Final Costs Report," for the 2017/2018 school year and "IMR Expenditure Plan and Capitalization Summary," for the 2018/2019 school year for the Board to review.</p>
	<p>7578/1218 Pat Bremner</p> <p>M/C That the Board of Trustees convenes to the Committee of the Whole at 6:40 p.m.</p>
	<p>7579/1218 Pat Bremner</p> <p>M/C That the Board of Trustees reconvenes to the Regular Meeting at 6:58 p.m.</p>
Early Registration 2019/2020	<p>C.4 The Board reviewed a sample of the 2019/2020 Early Registration advertising campaign that will be launched at the end of December. Registration officially begins on January 7, 2019.</p>
Director of Learning Update	<p>C.5 Lorelie Lenaour, Director of Learning, provided a report to the Board, apprising them of recent division activity related to Learning.</p>
Director of Religious Education Update	<p>C.6 Joann Bartley, Director of Religious Education, provided a report to the Board, apprising them of recent division activity related to Religious Education.</p>
Director of Support Services Update	<p>C.7 Michelle MacKinnon, Director of Support Services, provided a report to the Board, apprising them of recent division activity related to the Support Services.</p>
First Nations, Metis and Inuit Education Update	<p>C.8 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.</p>
Holy Spirit Stars	<p>C.9 The Board reviewed the activities and achievements of the division's students and staff over the past month.</p>
Enrolment Data Update	<p>C.10 The Board received the division enrolment report for November 2018.</p>

POLICY REVIEW

Policy 5: Role of the Board Chair

D.1 The Board reviewed *Policy 5: Role of the Board Chair* and determined that no changes were required at this time.

**7580/1218
Ken Tratch**

M/C **That the Board of Trustees approves *Policy 5: Role of the Board Chair*, as presented.**

Policy 6: Role of the Vice Chair

D.2 The Board reviewed *Policy 6: Role of the Vice Chair* and determined that no changes were required at this time.

**7581/1218
Pat Bremner**

M/C **That the Board of Trustees approves *Policy 6: Role of the Vice Chair*, as presented.**

Policy 7: Board Committees and Board Representation

D.3 The Board reviewed *Policy 7: Board Committees and Board Representation* and determined that no changes were required at this time.

**7582/1218
Danny Ponjavic**

M/C **That the Board of Trustees approves *Policy 7: Board Committees and Board Representation*, as presented.**

BOARD REPORTS

Board Chair's Report

E.1 Board Chair Judy Lane provided a written report about recent correspondence, planning, events, and activity.

**7583/1218
Bryan Kranzler**

M/C **That the Board of Trustees receives and files the Board Chair's Report for December 19, 2018.**

ACSTA Report

E.2 Trustee Pat Bremner, Board representative to the ACSTA, provided a report to the Board regarding recent business, events and activities.

**7584/1218
Pat Bremner**

M/C **That the Board of Trustees receives and files the ACSTA Report for December 19, 2018.**

ASBA Report

E.3 Trustee Bryan Kranzler, Board representative to the ASBA Zone 6, provided a verbal report to the Board regarding recent business, events and activities.

**7585/1218
Bryan Kranzler**

M/C **That the Board of Trustees receives and files the ASBA Zone 6 Report for December 19, 2018.**

TBAC Report

E.4 Trustees Bryan Kranzler, provided a verbal report to the Board regarding recent TBAC business, events and activities.

**7586/1218
Bryan Kranzler**

M/C **That the Board of Trustees receives and files the TBAC Report for December 19, 2018.**

A brief recess was called at 7:25 p.m. The Board reconvened at 7:37 p.m.

ADVOCACY

ASBA Advocacy Questions

F.1 Trustees were asked to provide feedback to the follow up questions that were posed at the ASBA Fall General Meeting. A review of the results and brief discussion occurred. The final document will be sent the ASBA.

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.

ADMINISTRATIVE REPORTS

Superintendent's Report

G.1 The Board reviewed the Superintendent's December 19, 2018 Report.

<p>December 19/18: page 4</p> <p>Deputy Superintendent's Report</p> <p>ADJOURNMENT</p>	<p style="text-align: center;">7587/1218 Bryan Kranzler</p> <p style="text-align: center;">G.2</p> <p style="text-align: center;">7588/1218 Philip Mack</p> <p style="text-align: center;">7589/1218 Ken Tratch</p>	<p>M/C That the Board of Trustees receives and files the Superintendent's Report for December 19, 2018.</p> <p>The Board reviewed the Deputy Superintendent's December 19, 2018 Report.</p> <p>M/C That the Board of Trustees receives and files the Deputy Superintendent's Report for December 19, 2018.</p> <p>M/C That the Board of Trustees adjourns the Regular Board Meeting of December 19, 2018 at 8:04 p.m.</p> <hr style="width: 60%; margin-left: 0;"/> <p style="display: inline-block; width: 45%;">Board Chair</p> <hr style="width: 60%; display: inline-block;"/> Secretary-Treasurer
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